

Guidelines for Reporting to the State Regent From the WVDAR State Recording Secretary

In accordance with the updated WVDAR Bylaws, State Officers, District Directors, Chapter Regents, National and State Committee Chairs file written reports to the State Regent each year. The reporting period begins the day after the end of the last state conference and ends 30 days prior to the upcoming state conference.

Reporting Period: In 2026, the reporting period is April 14, 2025 through February 9, 2026.

Report Format: Times New Roman 12-point font, double-spaced with one-inch margins for top, bottom and right sides, 1½-inch margin for left side.

Sign your report: “Respectfully submitted, your name, your office.”

Submit typed report electronically to the following individuals by Monday, February 16, 2026:

1. Sandra Isner-Johnson, State Regent at sisnerjohnson@gmail.com
2. Stella Moon, Recording Secretary at southerndistrictwvdar@hotmail.com
3. Your District Director

Chapter Regents: Please submit a photo and brief description of the photo which reflects your chapter’s EDUCATION project to the State Recording Secretary by Monday, February 16, 2026. It is recommended that the description be no more than three or four sentences. Your chapter’s photo will be showcased in a PowerPoint highlighting our state chapters’ education activities.

If you have questions or need assistance, please contact:

Stella Moon, State Recording Secretary

WVDAR

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Washington WV 26181

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