

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

In accordance with the WVDAR Bylaws, State Officers, District Directors, Chapter Regents, National and State Committee Chairs are to file a 500-word written report via email to the State Regent and the State Recording Secretary annually for the current Administration's Proceedings Book.

Reporting Period: February 10, 2026 through March 23, 2027.

Report Format: 500-word limit.

Sign your report: "Respectfully submitted, your name, your office."

Deadline: Submit typed report electronically to the following individuals by Tuesday, March 23, 2027:

1. Sandra Isner-Johnson, State Regent at stateregent@wvdar.org.
2. Stella Moon, Recording Secretary at staterecordingsec@wvdar.org.
3. Your District Director.
4. Retain a copy for your files.

Chapter's Event Related to Patriotism

Deadline: Tuesday, March 23, 2027

The 2027 State Conference will emphasize work accomplished by chapters related to the goals of **Patriotism**. Chapter Regents shall send a short statement with a photo, if available, highlighting one activity or event her chapter has completed or attended between February 10, 2026 through March 23, 2027, relating to **Patriotism**. The State Recording Secretary will prepare a PowerPoint presentation highlighting WVDAR chapters' patriotic accomplishments. Email statement and photo to the State Recording Secretary Stella Moon at staterecordingsec@wvdar.org on or before Tuesday, March 23, 2027.

If you have questions or need assistance, please contact:

Stella Moon, State Recording Secretary

WVDAR

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