**SI of Vacaville Installation of Officers**

June 16, 2015

Dona

It is our pleasure to be here this evening to install your 2015-2016 officers. The past year was filled with many activities – you held another very successful Lobster dinner fundraiser, continued your STEPS (Soroptimist Teaching and Empowering for Personal Success) program and many of your members served on region committees. You rock Soroptimist International of Vacaville!

Thank you all for being here as we celebrate your club accomplishments this past year and embrace the goals, vision and **dreams** of the 2015-2016 officers.

This is an excellent time to thank the 2014-2015 board for a job well done. You supported region, federation (thank you for your $4,000 donation to club giving), and international projects; honored special members with your weekly TIARA (Terrific, Incredible And Really Awesome) award and had good times together. Will the 2014-2015 officers please stand - let’s give them a round of applause for their dedication, leadership and hard work. Thank you. You may be seated.

President Desiree’s theme for the 2015-2016 club year is:

**“*Stepping Into Our Light*”**

which we understand relates to her background in theater. When Director Shannon and I think about the theater, local and on Broadway we think dreams, **big dreams** and vision. We see everyone working together as a team to bring that vision to life – **just like a theater production**. Tonight President Desiree will be sharing her **dreams** and **vision** for the upcoming year with you.

Soroptimist is all about helping women and girls live their dreams, and that includes us as members. We believe in each other, lift each other up and find the **light** and potential that we see in our recipients, **in each other**.

As part of the installation of officers Director Shannon and I are going to look into the future, exactly one year from now, to share with you the success of the 2015-2016 Soroptimist International of Vacaville board of directors, of how **you** made **President Desiree’s dreams come true**.

Shannon

Ladies and Gentleman, welcome to the **2016 DESI** (Dream Excellence Success & Impact) **Awards**. These awards are presented in a variety of categories for a variety of accomplishments. And, much like the Tony Awards, are highly coveted.

The first DESI award presented tonight is for outstanding success as Sound Engineers – Delegates.

**1 year delegate: Sandy Esparza**

**2 year delegate: Joy Swank**

**Alt. 1 year delegate: Kathleen Heeren**

**Alt. 2 year delegate: Clara Oakes**

Please come forward.

Just like a sound engineer must take the sound design (the thoughts of your members) and ensure that it can be created in a given space (shared at district meetings and conference) - Through you, the club speaks at district meetings and region conferences. To you is given the responsibility of voting on behalf of all your members, speaking for their concerns and, most importantly, bringing back complete information concerning all Soroptimist matters that affect your club and its members. It is therefore your duty to be informed about matters on which a vote is to be taken and to know how your club members feel about it. Informed, not instructed.

Do you accept this award and the responsibilities of this position? **Thank you, you may be seated.**

Officers, please come forward when we call your name and remain standing.

Dona

The next DESI award presented tonight is for outstanding success as the **Chief Administrative Officer** – Director.

**Directors: Lenora Fuller & Celina Hatt**

Just like the **chief administrative officer** of a theatre company is the guiding force of the organization, so too are you as the directors of your club. Your duties will be to serve with the officers on the board in the administration of the club. You are important to the smooth operation of your club and to the planning and carrying out of activities resulting in the growth in stature of your club. You are the liaison between the board and the members. We urge you to shoulder your full share of the load and to keep yourself well informed concerning all Soroptimist matters on club, region, federation and international levels.

Do you accept this award and the responsibilities of this position?

Shannon

The next DESI award presented tonight is for outstanding success as the **Box Office Manage**r – Treasurer.

**Treasurer Stephanie Corrington and Assistant Treasurer Suzanne Clark**

Just like the **Box Office Manager** in a theater production who is responsible for overseeing the sale of all tickets, accounting for transactions and ensuring the security of money exchange between the patron and the venue, so too are you as the club treasurers.

Stephanie and Suzanne as your club treasurer and assistant treasurer, you shall be bonded in the amount of ten thousand dollars and the cost shall be paid by the club. You are responsible for receiving all funds of the club; depositing them; preparing and signing all checks; making all remittances as required by the region procedures and Federation Bylaws, and paying authorized bills in the manner provided in your club bylaws. By the specified date of each year, your books shall be ready for proper review. Keeping your board and membership informed through monthly financial statements and at other times as may be required by the board, is also a must.

Do you accept this award and the responsibilities of this position?

Dona

The next DESI award presented tonight is for outstanding success as the **Dramaturge** – Secretary.

**Recording Secretary Chantel Reyes & Corresponding Secretary Allison Catapano**

Just like the **Dramaturge** in a theater production who is the literary editor on the staff of a theater documenting the history of a production, consulting with the authors and editing texts, so too are you as the club secretaries.

**Chantell** your duties are to be present at business and board meetings to keep good and careful record of all proceedings. Because you will be keeping permanent records, you must be careful to record all matters required under the rules of good parliamentary procedure. You shall preside over meetings in the absence of the president and president-elect, prepare and distribute membership cards, update the club roster and submit minutes of the business meetings and any recommendations from the Board of Directors.

**Allison** you have been elected corresponding secretary of your club. Your duties shall be to receive, and respond to all incoming correspondence and initiate correspondence at the request of the President. A corresponding secretary can greatly help the president, and do a great deal to build goodwill and understanding. Much of the club’s image with its members, within the community, and Soroptimist–at–large, depends on you.

Do you accept this award and the responsibilities of this position?

Shannon

The next DESI award presented to night is for outstanding success as **Stage Manager** – President-elect.

**President-elect Colleen Berumen**

Just like a **Stage Manager** in a production who’s role is especially important to the director (president) in rehearsals (meetings) the Stage Manager works side by side with director helping to make decisions and communicating with the rest of the team allowing the director (president) to fully concentrate on their responsibilities, so too are you as the president-elect.

Colleen – You were chosen to be the president-elect of your club. Yours is the second highest office in this club. You must be readily available to serve in the absence of the president during club meetings and Presidents Round Tables. Additionally, you are responsible for program planning, which is very important since forward-looking, interesting programs will have a great bearing on the success of your club for this year. Your knowledge of region and federation projects will be most helpful in this respect.

Do you accept this award and the responsibilities of this position?

The final DESI award presented tonight is for outstanding success as Director – President.

Dona

**President Desiree Ramos**

Just like the **Director** who is central to the production of a play **setting the vision for the production for everyone,** bringing together the many complex pieces of a production – the script, actors, set costuming, lighting and sound into a **unified whole**, so too are you as the president.

Desiree you were elected by your club to serve as their president. As president you must direct and conduct the business of your club, approve the agenda, preside at all meetings of your club and board, set the policy of the club as directed by your board, appoint all committees and be an ex- officio member of these committees.

Your club members know that you possess the qualities of leadership, wisdom, patience and understanding. As a presiding officer, you must be fair, tactful and just.

Desiree you must be alert to the changing needs in your community and knowledgeable about region, federation and international aims.

Do you accept this award and the responsibilities of this position?

Shannon

Officers, I ask each of you to pledge to do your best to carry out the requirements of your respective offices. I challenge you to be tolerant, give praise and encouragement, listen, understand, and **share yourself**. *I encourage you to be a part of the wave of change that will shape the future of Soroptimist.*

As the steering force of your club, your duties are as numerous and diverse as you. By being individuals who serve together and complement each other, you bring your own special talents to your club.

I now declare these officers duly installed in the offices to which they were elected for the 2015-2016 club year.

As we conclude these DESI Awards celebrating what we know will be an exceptionally successful club year we ask each member (actor) in this production to do your very best in supporting President Desiree as together you make an impact and share the joy of Soroptimist. As they say in the theater world - “break a leg”.

Congratulations and thank you!