“It’s All ... About Protocol”

ALIGNMENT

Workshop

Western Area-2013
PURPOSE

• Define roles and outline critical tasks, timing and responsibilities to direct activities

• Systematize best practices to align efforts of the National Assemblies and Area Conferences

• Provide a benchmark of expectations, action standards and performance for successful efforts
GOALS

- **Align** WA with National Guidelines
- **Serve** as a liaison to Chapter Presidents
- **Lead** Protocol Events and Activities
PROTOCOL FEUD
Round 1

Question:

• If you had to devise a Protocol Action Plan for the Western Area Conference, the plan would consist of ……
PROTOCOL FEUD
Round 1

Answers:

1) Transportation
2) Gifts & Amenities
3) Escorts
4) Hostesses/Reserved Seating
5) Dais/Holding Room/Processional
6) Protocol Workshop
Question:

• It is the responsibility of this committee to make all Link Dignitaries and welcome and comfortable. Additionally, the members of the committee insure that amenities are afforded to the following members:
PROTOCOL FEUD
Round 2

Answers:

1) Area Executive Committee
2) National President
3) National Executive Council
4) Past National Presidents
5) Past Area Directors
6) Honorees and special guests, as designated by the Area Director
PROTOCOL FEUD
Round 3

Question:

• It is customary to have at least one of the following amenities in the Area Director’s and National President’s hotel room, at her arrival:
PROTOCOL FEUD
Round 3

Answer:

• Flowers
• Water
• Fruit
• Candy
• Wine
1) Who leads protocol efforts on the National level
2) Who leads the protocol efforts on the Western Area Level
3) Chapter and Area protocol should align with...
4) Before a processional, Link Officer gather in the bedroom, bathroom, holding-room or living room
5) Link officers, committee chairs and guests sit at a raised platform called a ...
6) At an event, a hostess is required to...
7) True or False? Link officers secure cabs to travel from the airport to conference?
8) What is the name of the form used when inviting the Area Director or National President to attend Chapter events?
PROTOCOL FEUD
Bonus Round

Answers:

1) Link Jan Rooks and Link Lucy McLamb, National Co-Chairs of Protocol
2) Link Wendy Williams Phynes, Western Area Protocol Chair
3) National Protocol
4) Holding Room
5) Dais
6) Ensure proper seating, hand out programs and
7) Very Special Persons
8) False
9) The Guest Appearance Questionnaire Form and Checklist
Western Area Protocol Committee

- Wendy Williams Phynes, Plano North Metroplex Chapter
  - National Protocol Committee
  - Western Area Chair
- Diedrae Bell-Hunter, Plano North Metroplex Chapter
  - National Protocol Committee
- Jan Woods Rooks Orange County (CA) Chapter
  - National Co-Chair Protocol
- Monique Ingram Garner, Gulf Coast Apollo
- Deborah Spencer Thompson, Dallas (TX) Chapter
- T. Ann Jackson, Plano North Metroplex (TX) Chapter
- Shirley Green, Dallas (TX) Chapter
- Alma Jones Coleman, Plano North Metroplex (TX) Chapter
- Michelle Thomas, MidCities (TX) Chapter
- Helen Watkins, Plano North Metroplex (TX) Chapter
- Patricia Evans, Greater Denton County (TX) Chapter
- Kathleen Watford Campbell, Los Angeles Chapter
- Gena Spencer –Middleton, Sacramento Chapter