



**DISTRICT CONVENTION 2024**

**ALTAMONTE SPRINGS**

**CHAPTER AND DELEGATE FORMS**



Daughters of Penelope  
Citrus District 2

District Governor  
**Connie Pilallis**

1901 S. Ocean Blvd. #205  
Boca Raton, FL 33432  
Cell: 561-212-4714  
[cppallas@comcast.net](mailto:cppallas@comcast.net)

District Lt. Governor

**Iliyana Simeonova Boyce**  
6937 Tiburon Cir Apt 106  
Boca Raton, FL 33433  
Cell: 561-299-7911  
[iliyana.boyce@gmail.com](mailto:iliyana.boyce@gmail.com)

District Secretary  
**Stella Stringer**

888 Crestview Circle  
Weston, FL 33327  
Cell: 954-648-2999  
[stellastringer63@gmail.com](mailto:stellastringer63@gmail.com)

District Treasurer  
**Diana Psetas**

8150 Brent St Apt. 746  
Port Richey, FL 34668  
Cell: 727-514-9051  
[psetas@hotmail.com](mailto:psetas@hotmail.com)

District Marshal

**Maria Balasis-Zahn**  
8411 Wilton Drive  
West Palm Beach, FL  
33406  
Cell: 561-758-7345  
[mbzahn1@gmail.com](mailto:mbzahn1@gmail.com)

District Advisor to Maids  
**Rano Bellas**

2447 Palm Road  
West Palm Beach, FL 33763  
Cell: 561-801-5716  
[ranoshka@yahoo.com](mailto:ranoshka@yahoo.com)

District Advisor  
**Ann Pirrello**

10827 Alico Pass  
New Port Richey, FL 34655  
Cell: 727-858-7979  
[jamcp44@gmail.com](mailto:jamcp44@gmail.com)

Liaison to District  
**Christie Finch**

13897 E. Chenango Dr.  
Aurora, CO 80015  
Cell: 720-339-6660  
[cjfinch5062@gmail.com](mailto:cjfinch5062@gmail.com)

March 16, 2024

Dear Sisters,

This year we are happy to announce we will be having our 91st Citrus District 2 Convention, June 6-9, 2024. This will be in person at the Hilton Orlando in Altamonte Springs. Enclosed please find all necessary paperwork that needs to be completed and returned.

**NO LATER THAN MAY 17, 2024**

Please make a note of the date. We recommend that chapters elect delegates in a timely manner so the paperwork deadlines can be met. I would appreciate your help with this matter. The majority of the forms can be sent via email to me, Stella Stringer at [citrusdopd2@gmail.com](mailto:citrusdopd2@gmail.com) or to my 888 Crestview Circle, Weston, FL 33327.

You will also need to send the "**Penelope of the Year**" form to the District Governor, Connie Pilallis, no later than 3 weeks prior to District Convention (**May 17, 2024**) via mail with return receipt requested. Follow the instructions on the form provided by the National Headquarters. The District Governor's address is 1901 S. Ocean Blvd #205, Boca Raton, FL 33432. Email the Chapter Reports to the District Governor at [cppallas@comcast.net](mailto:cppallas@comcast.net).

Scholarship applications are to be submitted electronically, with the current 2024 fillable forms by **May 17, 2024**, to the Scholarship Chairperson:

**District 2 Scholarship**  
[dopd2scholarship@gmail.com](mailto:dopd2scholarship@gmail.com)

You will find on the next page a Transmittal that lists all of the items included in this Packet along with the action required. If you have any questions, please do not hesitate to call me at (954) 648-2999 or email me at [citrusdopd2@gmail.com](mailto:citrusdopd2@gmail.com)

We look forward to seeing you all at our District Convention.

Stella Stringer  
District Secretary



## TRANSMITTAL FORM

Enclosed you will find the following District Convention forms:

**1. Delegate/Alternate Reporting Form:**

- ACTION: Email to the District Secretary by **May 17, 2024**

**2. Past District Governors/Current District Lodge Officers Reporting:**

- ACTION: Email to the District Secretary by **May 17, 2024**

**3. End of the Year Board of Governors Report:**

- ACTION: Email to the District Secretary by **May 17, 2024**

**4. Chapter Election of Officers Report District and National:**

- ACTION: Email to the District Secretary by **May 17, 2024**

**5. In Memory Of:**

- ACTION: Return directly to National Headquarters. Send a Copy to the District Secretary by **May 17, 2024**

**6. Chapter Report:**

- ACTION: Copies shall be sent via email to District Governor and the District Secretary by **May 17, 2024**. The original copy shall be submitted at the District Convention.

**NOTE:**

**7. Daughters of Penelope District Scholarship Application** is **NOT** included in this packet, it was sent separately by the District Scholarship Chair. It may also be found on our Daughters of Penelope District 2 Website [dopd2.org](http://dopd2.org).

- ACTION: Scholarship applications are to be submitted electronically, with the current 2024 fillable forms by May 17, 2024, to the Scholarship Chairperson:



**District 2 Scholarship**  
**dopd2scholarship@gmail.com**

8. **Penelope of the Year Application** is **NOT** included in this packet, it was sent directly by National Headquarters. You may find on the Headquarters website [daughtersofpenelope.org](http://daughtersofpenelope.org) under forms.
- **ACTION:** Application is to be completed and returned to the District Governor **no later than three (3) weeks prior to the District Convention (May 17, 2024) and mail RETURN RECEIPT REQUESTED.**

NOTE: This Transmittal includes Items 1-7 and includes the following:

- a. One Digital Copy of each item including all pages.
- b. An email has been sent to all Chapter Presidents and Corresponding Secretaries with digital copies of all files.



## District Convention Delegate/Alternate Reporting Form

Chapter No. \_\_\_\_\_ Chapter Name \_\_\_\_\_

This is to certify that at a regular meeting of our Chapter, the following members in good standing were elected as Delegates/Alternates to represent our Chapter at the Citrus District #2 Convention of the Daughters of Penelope **to be held June 6-9, 2024.**

### DELEGATES

(Elect six if chapter members number 15 or more, otherwise elect only four)

NAME	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	

### ALTERNATES

(Elect four if chapter members number 15 or more, otherwise elect only two)

NAME	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	

**This is to certify that our Chapter is NOT sending Delegates/Alternates to the District Convention**

Attested By:

Chapter President \_\_\_\_\_ Date \_\_\_\_\_

Chapter Secretary \_\_\_\_\_ Date \_\_\_\_\_

**INSTRUCTIONS:** Return this completed form by **May 17, 2024**, to: **Stella Stringer, District Secretary** [citrusdopd2@gmail.com](mailto:citrusdopd2@gmail.com)



# District Convention Past District Governors and Current District Lodge Officers Reporting Form

Chapter No. \_\_\_\_\_ Chapter Name \_\_\_\_\_

Please list and certify Past District Governors and Current District Lodge Officers who are members of your Chapter in Good Standing and able to register and vote at the Citrus District #2 Convention of the Daughters of Penelope **to be held June 6-9, 2024.**

## PAST DISTRICT GOVERNORS

NAME	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

## CURRENT DISTRICT LODGE OFFICERS

NAME	ADDRESS
1.	
2.	
3.	

Attested By:

Chapter President \_\_\_\_\_ Date \_\_\_\_\_

Chapter Secretary \_\_\_\_\_ Date \_\_\_\_\_

**INSTRUCTIONS:** Return this completed form by **May 17, 2024**, to: **Stella Stringer, District Secretary** [citrusdopd2@gmail.com](mailto:citrusdopd2@gmail.com)



# Daughters of Penelope

Supreme Headquarters  
1909 Q Street, NW  
Suite 500  
Washington, DC 20009

Tel: 202-234-9741  
Fax: 202-483-6983

[www.daughtersofpenelope.org](http://www.daughtersofpenelope.org)  
Email: [dophq@ahepa.org](mailto:dophq@ahepa.org)

## End of the Year Board of Governors Report (1 of 4 pages)

Chapter Name: \_\_\_\_\_ Chapter #: \_\_\_\_\_

Location: \_\_\_\_\_ District: \_\_\_\_\_

Date: \_\_\_\_\_

### **MEMBERSHIP STATUS**

Members who have paid dues for **current year** (*Jan 1-June 1*) \_\_\_\_\_

Life Waived Members (*Sept 1 – June 1 of current year*) \_\_\_\_\_

Members Initiated into Chapter (*Sept 1 – June 1 of current year*) \_\_\_\_\_

Members transferred into Chapter (*Sept 1 – June 1 of current year*) \_\_\_\_\_

**TOTAL #1:** \_\_\_\_\_

Delinquent Members (*Sept 1 – June 1 of current year*) \_\_\_\_\_

Transferred out Members (*Sept 1 – June 1 of current year*) \_\_\_\_\_

Deceased (*Sept 1 – June 1 of current year*) \_\_\_\_\_

**TOTAL #2:** \_\_\_\_\_



Membership total as of Dec 31 (*Last Year*): \_\_\_\_\_

Net Gain/Loss (\*) (#1- #2) = **TOTAL in Good Standing** = \_\_\_\_\_

**PER CAPITA**

# of members Paid for a District Level: \_\_\_\_\_

# of members Paid for a National Level: \_\_\_\_\_





## End of the Year Board of Governors Report cont. (2 of 4)

### According to the Constitution (p.49)

### Article XXIII-Duties and Powers of Chapter Officers

**Section 11. Board of Governors:** The Board of Governors shall have general supervision of the affairs of the Chapter. They shall review the books and records of the Secretary and Treasurer of the Chapter and the books and records of the Maids of Athena Chapter and shall submit an annual report thereof in June, to the Chapter, to the District Governor, and Headquarters.

### FINANCIAL INSTITUTIONS

Bank \_\_\_\_\_

Type of Account \_\_\_\_\_

Address \_\_\_\_\_

Signers of the Account

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Bank \_\_\_\_\_

Type of Account \_\_\_\_\_

Address \_\_\_\_\_

Signers of the Account

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Bank \_\_\_\_\_

Type of Account \_\_\_\_\_

Address \_\_\_\_\_

Signers of the Account

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Bank \_\_\_\_\_

Type of Account \_\_\_\_\_

Address \_\_\_\_\_

Signers of the Account

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_



## END OF YEAR BOARD OF GOVERNORS REPORT cont. (3 of 4)

### FINANCIAL STATUS

#### Operating Account

Balance brought forward from Previous Year \$ \_\_\_\_\_

Total Receipts \$ \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**

Total Disbursements \$ \_\_\_\_\_

Balance on Hand \$ \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**

Savings Account Balance \$ \_\_\_\_\_

Other Account(s) Balance \$ \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**

---

### Board of Governors

(Signature of all listed Governors)

Chairperson \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

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Date of Audit



**DAUGHTERS OF PENELOPE NATIONAL HEADQUARTERS  
CHAPTER ELECTION RESULTS FOR 20 \_\_\_\_ - 20 \_\_\_\_**

This is to certify that on the \_\_\_\_ day of \_\_\_\_ 20 \_\_\_\_ Chapter No. \_\_\_\_, District No. \_\_\_\_ in (city/state) \_\_\_\_\_ elected the following members in good standing to serve as officers:

**PRESIDENT** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**VP:** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**REC. SEC.** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**CORR. SEC.** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**TREASURER** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**MOAADV.** \_\_\_\_\_ **ID:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

CHAIRMAN \_\_\_\_\_ ID: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

Signed: \_\_\_\_\_  
Chapter President

Signed: \_\_\_\_\_  
Chapter Secretary

**Please mail or email ([dophq@ahempa.org](mailto:dophq@ahempa.org)) to DOP HQ at: 1909 Q Street, NW, Suite 500, Washington, DC 20009 Please also mail or email ([dophq@ahempa.org](mailto:dophq@ahempa.org)) to your District Secretary, District Governor and Grand (Officer names and addresses can be found on our website at [www.daughtersofpenelope.org](http://www.daughtersofpenelope.org))**



# Daughters of Penelope

Supreme  
Headquarters

Tel: 202-234-9741

1909 Q Street, NW  
Suite 500  
Washington, DC 20009

Fax: 202.483.6983  
[www.daughtersofpenelope.org](http://www.daughtersofpenelope.org)  
E-mail: [dophq@ahempa.org](mailto:dophq@ahempa.org)

## In Memory Of

Deceased Sister's Name: \_\_\_\_\_

Chapter Number: \_\_\_\_\_

District Number: \_\_\_\_\_

Chapter Name: \_\_\_\_\_

Member ID Number: \_\_\_\_\_

Date of Death: \_\_\_\_\_

Signed:

\_\_\_\_\_ Dated

\_\_\_\_\_ Dated

**MAIL, EMAIL OR FAX THIS FORM TO HEADQUARTERS no later than no later than May 1st of the Supreme Convention year** in order for the deceased Sister's name to be included in our Yearbook and Memorial Service during the Supreme Convention. **Please note this is the only form accepted as notification of a deceased Sister.**

Email this form as well to [citrusdopd2@gmail.com](mailto:citrusdopd2@gmail.com) by **May 17, 2024**



## DAUGHTERS OF PENELOPE CITRUS DISTRICT 2 Chapter Report to the 2023 District Convention

Convention Date: **June 6-9, 2024**

Convention City: Altamonte Springs

Chapter Name/Number \_\_\_\_\_ City \_\_\_\_\_

Membership: Total \_\_\_\_\_ In good standing \_\_\_\_\_ Initiated \_\_\_\_\_ Reinstated \_\_\_\_\_

Transferred \_\_\_\_\_ Life Members \_\_\_\_\_ Dual Membership \_\_\_\_\_

Number of meetings held \_\_\_\_\_ Average Attendance \_\_\_\_\_

Financial Status: Checking \_\_\_\_\_ Savings \_\_\_\_\_ Other \_\_\_\_\_

### Activities since the 2022 District Convention

Affair honoring outgoing president	Date _____
Vice-President's Night	Date _____
Founders' Day Observance	Date _____
25-year or more member recognition	Date _____
Mandatory financial obligations to National	Date _____
Mandatory financial obligations to District	Date _____
Delegates sending to this District Convention	How many _____
Delegates sent to last year's National Convention	How many _____
Scrapbook submitted to previous convention	Yes _____ No _____
Sent Chapter Penelope of the Year Form	Date _____
End of the Year and Chapter Report submitted	Date _____
Chapter Elections submitted to National	Date _____
Chapter Elections submitted to District	Date _____
Awarded scholarship(s) from local chapter	Number _____
Endorsed District DOP Scholarship(s)	Number _____
Endorsed District AHEPA Scholarship(s)	Number _____
Hosted joint D.O.P. Chapters Meeting	Date _____
Supported a M.O.A. Chapter	Name _____
Activated/Reactivated a M.O.A. Chapter	Date _____
Articles in Penelope Scroll	How many _____

**Contributions** (National, District, Local, etc... use additional sheet if necessary)


**List function/event only once, with a brief explanation, if possible (use additional sheet)**

**DAUGHTERS OF PENELOPE  
CITRUS DISTRICT 2  
Chapter Report to the 2024 District Convention  
(Continued)**

**Civic Projects**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Speakers/Demonstrations**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Daughters of Penelope Fund Raisers (with or without Ahepans)**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Daughters Of Penelope Socials (non-money makers, with or without Ahepans)**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Deceased Sisters (list names only – send In Memory form directly to Headquarters only)**

_____	_____
_____	_____

**Chapter President** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chapter Secretary** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructions:** This form should be submitted by May 17 (per instructions) Copies shall be sent to the District Governor and the District Secretary. The original copy shall be submitted at the District Convention.

Copies To: \_\_\_\_\_ District Governor  
\_\_\_\_\_ District Secretary  
\_\_\_\_\_ Chapter Files



## END OF YEAR BOARD OF GOVERNORS REPORT cont. (4 of 4)

### INVENTORY LIST OF CHAPTER PARAPHERNALIA

**In Possession**

**How Many**

Alter and Station Cloths		
Kneeling Stool		
Chapter Jewels		
Bible		
Candle Snuffer		
Gavel		
Cross		
Baton		
Charter		
Minutes Binder		
Attendance Book		
Membership Ledger		
Degree Team Robes		
Flags (American/Greek)		
Election Ballot Box		
Correspondence File		
Treasurer's File and Checkbook		
Chapter Seal or Stamp		
Protocol Book		
Ritual Book(s)		
Constitution(s)		
Manual of Instruction(s)		
Manual of Parliamentary Procedure (Robert's Rules)		

President \_\_\_\_\_

Secretary \_\_\_\_\_

Date \_\_\_\_\_