

Chapter Meeting Minutes

**ALPHA KAPPA ALPHA SORORITY, INCORPORATED®**  
 Pi Epsilon Omega Chapter

May 20, 2023

Regular Meeting #5

Anti-Basileus Marie Billie, called the meeting to order on Saturday, May 20, 2023, at 10:03 a.m. at Nandua High School, Onley, VA. Soror Brenda Laws moved for acceptance of the agenda, seconded by Soror Sylvia. All agreed. Soror Brenda Laws gave meditation and a prayer. Soror Andra read a poem called "Listening to the Wisdom of Others". A total of 16-chapter members were present. (*See attached attendance list*). A quorum was met at 10:22 a.m.

<p><b>READING AND DISPOSITION OF MINUTES</b></p>	<p><b>Reading of minutes (x) Yes () No</b></p> <p>Minutes were not read because they were sent out timely. There were no corrections noted in the minutes. Soror Bianca moved to accept the minutes, seconded by Soror Sherry. All agreed.</p>
<p><b>REPORT OF OTHER OFFICERS</b></p>	
<p><b>BASILEUS REPORT</b></p>	<p>Anti-Basileus reported the following:</p> <ul style="list-style-type: none"> <li>✓ Conflict Resolution – If there are any concerns we should start with the Chapter first, instead of going to the top first.</li> <li>✓ Hard Conversations.</li> <li>✓ Step Shows – A request has to be made before a step-show and can be performed. Also, we have to have approval from Regionals to have external fundraisers.</li> <li>✓ Corporate Sponsors – Chapters can't solicit any sponsorship from the Mid-Atlantic Region.</li> <li>✓ Souvenir Journals will be distributed.</li> <li>✓ There will be a meeting on Black Maternal Health</li> <li>✓ Logos – There should be no personal logos used</li> <li>✓ There will be a one-day membership Training Session</li> <li>✓ Reminder Chapter about Planting the Tree at the Exmore Park after the chapter meeting today.</li> </ul>
<p><b>TAMIOUCHOS</b></p>	<p><b>Summary of financial statement or explanation of budget:</b></p> <p>Soror Shevara reported:                  As of April 30, 2023,                  Basic Account ~ \$5,247.87                  Community Scholarship ~ \$4,263.31                  CD1 - \$3,653.92                  CD2 - \$3,522.39</p> <p>Financial information is on the chapter's website under the Members Only section.</p>
<p><b>PECUNIOUS GRAMMATEUS</b></p>	<p>Disposition of Report <u>C</u> Report Attached (X) Yes () No</p> <p>Soror Shevara reported for the month of April:                  Collected \$156.53</p>

	<i>Breakdown</i> Chapter Dues: \$ 50.00 Sorority Group Booklet Order: \$ 24.00 Relay for Life 50/50 Raffle: \$ 11.00 Founders' Day Brunch: \$ 71.53
<b>EPISTOLEUS</b>	Soror Sylvia read the following correspondence: <ul style="list-style-type: none"> <li>• Letter from the Food Bank, asking for a donation.</li> <li>• A thank you from UMES</li> <li>• Letter from Azia Ruffin from the North Street Playhouse asking to think about becoming a sponsor. Will discuss at the next meeting.</li> </ul>
<b>HODEGOS</b>	Disposition of Report <u>C</u> Report Attached (X) Yes () No  Soror Andra reported that the picnic is going to be held at Soror Regina's house on June 10 <sup>th</sup> . Soror Shevara will send a list to everyone to sign-up to bring food items. In the future the breakfast team will be assigned instead of volunteering,
<b>REPORTS OF EXECUTIVE, STANDING COMMITTEES AND AD HOC COMMITTEES</b>	
Disposition of committee report was:	
A. Referred to committee. B. Postponed C. Placed on file	D. Adopted in part (explain) E. Adopted in its entirety. F. Referred to another committee (explain)
Executive Committee	Disposition of Report __ Report Attached () Yes () No
<b>CONNECTIONS</b>	Disposition of Report __ Report Attached () Yes (X) No  No report
<b>BY-LAWS</b>	Disposition of Report __ Report Attached () Yes (X) No  No report
<b>EAF</b>	Disposition of Report __ Report Attached () Yes (X) No  No report
<b>MEMBERSHIP</b>	Disposition of Report __ Report Attached (X) Yes () No  Soror Trina Cooper reported: <ul style="list-style-type: none"> <li>✓ The committee met and discussed the following: <ul style="list-style-type: none"> <li>• Chapter Anniversary – Get together will be held at the Eastern Shore Lanes in Pocomoke City at 1:00 p.m. There will be a bowling trivia contest, food and giveaways.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Chapter Retreat – YMCA has been asked about the possibility of doing a water aerobics session. The answer will be forthcoming.</li> <li>• The mentoring meeting will be the fourth week in May.</li> </ul>
<b>TECHNOLOGY</b>	Disposition of Report ___ Report Attached ( ) Yes (X ) No No report
<b>PROTOCOL</b>	Disposition of Report ___ Report Attached ( ) Yes (X) No No Report
<b>PROGRAM/ANTI- BASILEUS PROGRAMS:</b>	<p>Disposition of Report Report Attached ( ) Yes (X) No</p> <p>Soror Marie reported that the program chairs submitted individual committee reports. Several Sorors attended the MAR meeting on Advocating for Social Justice regarding Black Maternal Health. Also the Tree planting is today in Exmore Town Park.</p> <ul style="list-style-type: none"> <li>✓ Strengthen Our Sisterhood – No Report</li> <li>✓ Empower our Families – Soror Sylvia stated that she will send Soror Keyona the paperwork for the school pack. Will contact the Mid-Atlantic Regional office to get that information; She also suggested that we start with 5 kids from Accomack County and 5 from Northampton County; May is Mental Health Awareness month and Soror Sylvia passed out a flyer with that information.</li> <li>✓ Build Our Economic Wealth – Soror Shevara reported – the committee met via conference call and went over the rollout of Sister Circle. Sister Circle has been sent via email to all sorors. We asked if willing to be a part each soror would respond. We will have handouts available for sorors to sign, pledge and write down their quarterly goals. Each member of the committee will have a Sister Circle of sorors to help hold accountable to their pledges. Also, June is Black Dollar Day. It is asked that we spend \$19.08 during the month. When we receive the information for signup from Corporate Office, we will forward to the chapter members. For our chapter we decided to break June up into biweekly themes: June 1-15 – small black owned retailers and services; and June 16-30 – restaurants and large black owned retailers.</li> <li>✓ Enhance Our Environment – Soror Marie stated that today after the meeting, we will plant the tree in the Exmore Town Park at 1 pm.</li> <li>✓ Advocate for Social Justice – No Report</li> <li>✓ Uplift Our Local Community – Soror Sherry reported – The committee members agreed to reduce the number of individuals receiving recognition at our Signature Event on June 17<sup>th</sup> from six to two. This reduction provides the chapter</li> </ul>

	<p>both and the ability to promote the longevity of this recognition event over the upcoming years as well as highlight deserving individuals with the bi-county community. Ballots will be distributed at our May chapter meeting to allow each chapter member the ability to nominate individuals they wish to have recognized.</p> <p>✓ Founders' Day – No Report</p>
<p><b>SISTERLY RELATIONS</b></p>	<p>Disposition of Report ___ Report Attached (X ) Yes () No</p> <p>Soror Tangela reported – committee met on May 5<sup>th</sup> to discuss the following:</p> <ul style="list-style-type: none"> <li>• The sisterly relations activity for April’s meeting was postponed due to our meeting going over schedule has been scheduled for today’s meeting. Our activity will be a Kahoot (on-line game) “Would You Rather”; Soror Tangela also stated that she has put together a list of the sorors to know who their Sister Squads are. The sorors who were absent from the activity will be paired within a group.</li> <li>• Happy Birthday to our May sisters: Nequai 5/1; Doris 5/3; Mary Harmon 5/6; and Joyce 5/27.</li> </ul>
<p><b>SCHOLARSHIP</b></p>	<p>Disposition of Report ___ Report Attached () Yes (X) No</p> <p>Soror Marie –</p> <ul style="list-style-type: none"> <li>• Soror Ashlynn and Soror Tracy met to get all the information together to be sent to the Guidance Counselors and references for the 4 applicants we have for a scholarship. The four applicants represent the following schools: 2 from Northampton County High School, 1 from Nandua High School, and 1 from Arcadia High School. We will vote on the applicants at our next meeting.</li> </ul>
<p><b>RITUALS</b></p>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>No Report</p>
<p><b>MANUAL OF STANDARD PROCEDURES</b></p>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>No Report</p>
<p><b>STANDARDS</b></p>	<p>Disposition of Report <u>C</u> Report Attached (X) Yes () No</p> <p>Soror Brenda reported –</p> <ul style="list-style-type: none"> <li>• The Soror Code of Ethics need to be recirculated and signed by each active soror.</li> <li>• Sorors who have been certified need to present a copy of their certification to the committee.</li> <li>• The two regional conference workshop summaries were present to the committee and will be emailed to Madam Basileus and Soror Armajeanne Harmon.</li> <li>• All committee chairpersons must send in report even if no report</li> </ul>

<p><b>RELAY FOR LIFE</b></p>	<p>Disposition of Report <u>  C  </u> Report Attached (X) Yes () No</p> <p>Soror Brenda reported –</p> <ul style="list-style-type: none"> <li>• SophisAKAed Ladies have 21 registered team members. Current total is \$1,621.78</li> <li>• Sponsorship forms are available.</li> <li>• 50/50 raffles have begun during chapter meetings.</li> <li>• April Luminary bags are half off at \$5; now are \$10</li> <li>• Design for a new Relay shirt is underway</li> <li>• Raffle A Day is \$10 a ticket will begin in June.</li> </ul>
<p><b>AUDIT</b></p>	<p>Disposition of Report <u>  __  </u> Report Attached () Yes (X) No</p> <p>No Report.</p>
<p><b>STRATEGIC PLANNING</b></p>	<p>Disposition of Report <u>  ___  </u> Report Attached () Yes (X) No</p> <p>No Report</p>
<p><b>BUDGET</b></p>	<p>Disposition of Report <u>  C  </u> Report Attached (X) Yes () No</p> <p>Soror Shevara reported – Budget committee met and went over our current revenue and expenses from prior month. We compared planned expenses to actual expenses:</p> <p>April Monthly Expenses:  Basic ~ \$502.37  Community ~ \$81.63 (\$100 donation missing from March expenses).  Miscellaneous - \$58.00 (remaining balance of supply orders)</p> <p>Remaining Budget  Basic ~ \$14,438.64  Community ~ \$11,017.00</p> <p>We compared our revenue to expenses for the current month:</p> <p>April Revenue towards Budget - \$18.37  May Beginning Revenue - \$457.13</p> <p>Budget Committee will contact any committee chairman that is over 50% of their allotted budget. If any committee chairman needs their available amount, we ask that they contact the Committee when needed.</p>
<p><b>FUNDRAISING</b></p>	<p>Disposition of Report <u>  C  </u> Report Attached (X) Yes () No</p> <p>No report</p>
<p><b>RISK MANAGEMENT</b></p>	<p>Disposition of Report <u>  ___  </u> Report Attached () Yes (X) No</p> <p>No report</p>

<p><b>SIGNATURE EVENT</b></p>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>Soror Trina reported:</p> <ul style="list-style-type: none"> <li>• Facility – Deposit has been made and the date is set for 6/17/23</li> <li>• Tickets – Will be passed out at the chapter meeting 5/20/23</li> <li>• Menu: Fried/Baked Chicken, Roast Beef, mashed potatoes, mac &amp; cheese, string beans, rolls</li> <li>• Decorating – Soror Tasha will take care of all decorations.</li> <li>• Stroll: June 3<sup>rd</sup> at Soror Trina’s house</li> <li>• Photographer – Ask Alex to come and take pics</li> <li>• Door Prizes – Ask each chapter members to bring a gift</li> <li>• Treats – Committee members will bring snacks for each table.</li> <li>• Guest do not have to wear pink, but we are asking chapter members to wear some form of pink (i.e. pink shirt, shoes, pants, jewelry or all of the above).</li> <li>• DJ – Will come in from 7-11.</li> <li>• Semi-formal</li> </ul>
<p><b>MISS FASHIONETTA</b></p>	<p>Disposition of Report ___ Report Attached (X) Yes ( ) No</p> <p>Soror Tangela reported: There was a poll given on GroupMe asking sorors to vote on which age group they would prefer to work with. Results showed that most sorors would rather work with High school-aged students. Things there were discussed during the meeting were as follows:</p> <ul style="list-style-type: none"> <li>✓ Revisit the expectations of Miss Fashionetta for the chapter &amp; future participants.</li> <li>✓ Set up a time to meet participants for an informational Q&amp;A session.</li> <li>✓ Flyer – making sure it informs participants that it’s a pageant.</li> <li>✓ Including all 4 High schools.</li> <li>✓ New recruitment method</li> </ul> <p>Soror Keyona spoke with Madam Basileus regarding the refresher for PEO at the next chapter meeting and she stated that we could.</p>
<p><b>SEARCH COMMITTEE</b></p>	<p>No report</p>
<p><b>NOMINATING COMMITTEE</b></p>	<p>No report</p>
<p><b>PUBLICITY</b></p>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>Soror Sonia reported the following:</p> <ul style="list-style-type: none"> <li>• Meeting Day and or time change</li> <li>• Roles and Responsibilities of the committee</li> <li>• April communication toolkit</li> <li>• The Regional Ivy Leaf Reporter meeting is scheduled for May 16 at 8pm.</li> <li>• The May communications toolkit included information to be posted for Program Initiate 2-Empower Our Families</li> </ul>

	<ul style="list-style-type: none"> <li>• May is Mental Health Awareness Month.</li> </ul>
<b>DISASTER RELIEF</b>	Disposition of Report ___ Report Attached ( ) Yes (X) No No Report
<b>NEW BUSINESS</b>	None
<b>UNFINISHED BUSINESS</b>	None
<b>ANNOUNCEMENTS</b>	<ul style="list-style-type: none"> <li>➤ Soror Trina announced that her husband is running for Clerk of Court in Accomack County and asked us to give blessings and votes.</li> <li>➤ Soror Brenda has sponsorship forms for Relay for Life.</li> <li>➤ Soror Shevara announced that Shiloh Baptist Church is having their Collegiate Day on May 20<sup>th</sup> and is asking for a donation to their E.S. Community Scholarship Fund. A motion was made by Soror Trina, seconded by Soror Sylvia to donate \$100 to the Collegiate Scholarship Fund. All agreed.</li> <li>➤ Soror Brenda stated that she and Soror Marie will be hosting a 4 day camp at Occohannock on the Bay on May 30-31, June 1-2 from 9 a.m. – 2 p.m.</li> </ul>
<p>With no further business to be discussed, Sorors sang the National Hymn and recited the pledge. The meeting was adjourned at 12:40 pm.</p>	

Grammateus \_\_\_\_\_

Date Approved \_\_\_\_\_

Basileus \_\_\_\_\_