**Chapter Meeting Minutes**

**Alpha Kappa Alpha Sorority, Incorporated®**

Pi Epsilon Omega Chapter

March 13, 2021 Regular Meeting # 4

Madam Basileus Trina Cooper, called the meeting to order on Saturday, March 13, 2021 at 10:03 a.m. via Zoom. The agenda was presented and moved for adoption by Soror Dianne Davis, seconded by Soror Joyce Terry and agreed by all. Soror Sheila Walker gave meditation, “Our Greatest Gift” of service, kindness, and spirit we give to each other (sisters) followed by prayer. Roll call of soror with 29-chapter members present and two guest sorors in attendance. (see attached attendance list) A quorum was established at 10:11 a.m. Greetings by Soror Tasha Hoffler; as Spring approaches, it is the time for renewal and hope. Poem “Don’t Quit” by John Ritter was read.

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| **READING AND DISPOSITION OF MINUTES** | **Reading of minutes (x) Yes ( ) No**  Minutes were read with one correction, Membership, instead of Sisterly Relations, sponsored the reactivation mixer. Soror Sheila Walker moved the minutes be approved with the above correction. Second by Soror Eula Mizzelle. All sorors agreed. |
| **REPORT OF OTHER OFFICERS** |  |
| **Basileus Report** | Madam Basileus asked sorors if they have any information to present to sorors on GroupMe or Facebook, to submit to her prior to posting. This is protocol. All chairmen submit committee reports prior to executive meeting. If no report, submit NO REPORT. Reminded sorors to sign up for Mid Atlantic Regional Conference. There will be a chapter operational training in April or May. When there is a request, submit voucher to Basileus and she will forward to Tamiouchos. An updated committee list will be sent with newly activated sorors included. Financial cards will be mailed to sorors. Only two sorors have requested a blazer. If we do not get 10 sorors, will have to order individually. Deadline to submit your request to Soror Joyce Terry is 3/31/2021. Five sorors have requested badges. Constitution and By-laws manuals have been ordered for reactivated sorors. MIP modified book has been ordered. |
| **Tamiouchos** | **Summary of financial statement or explanation of budget:**  Soror Shevara Chandler reported there is an error in the financial report. She will forward corrected report in GroupMe or email. The preferred way of submitting funds is through Cash app instead of Pay pal. Sorority code is $POAKA1926 |
| **Pecunious Grammateus** | Disposition of Report C Report Attached (X) Yes () No  Soror Ashlynn Wright reported:  Total collected for month $266. Breakdown:  Reactivation Dues collected $200  Chapter dues $56 ~ .84 cent fee for cash app  Constitution & By-laws manual $10 |
| **Epistoleus** | Disposition of Report Report Attached () Yes () No  Soror Sierra Smith reported the following correspondence   1. Insurance letter 2. Postal service renewal 3. Grand opening of Black Smith Shop Museum, Saturday, May 30th in Onancock. 4. Thank you cards from Soror Sylvia Stanley, Soror Juanita Godwin, and Soror Angela Smith. 5. Thank you card from Soror Sharon Worthy, Basileus of a chapter in Alexandria, VA. 6. Thank you letter in advance for a virtual fundraiser request from Soror Benita Radshaw. Also, an invitation to Founders’ Day Program. Soror Marie Billie moved to donate $25 for the fundraiser. Seconded by Soror Mary Mitchell. Members agreed. 7. Newsletter from ESCADV 8. Thank you letter from Food Bank 9. A donation request from Eastern Shore Literacy Counsel and brochures included. |
| **Hodego**s | Disposition of Report C Report Attached (X) Yes () No  Soror Tasha Hoffler reported the committee is working on revising the 2017 protocol. Prayers for Soror Tracy who is in the hospital, prayers for Mitchell/ Hoffler family who is mourning a tragic death. Congratulations to Soror Shevara and Alpha Brother, Dr. Michael Chandler on being selected pastor-elect at African Baptist Church. Congratulations to Soror Bertina who was selected Provisional Elder in June.  Happy March Birthday to Sorors, Keyona, Mary, Teresa, Eula and Sherry.  Happy Women’s Month to the Phenomenal Ladies of Alpha Kappa Alpha Sorority, Inc. |
| REPORTS OF EXECUTIVE, STANDING COMMITTEES AND AD HOC COMMITTEES  Disposition of committee report was: | | |
| 1. Referred back to committee 2. Postponed 3. Placed on file | 1. Adopted in part (explain) 2. Adopted in its entirety. 3. Referred to another committee (explain) |
| Executive Committee Disposition of Report Report Attached () Yes () No | | |
| **CONNECTIONS** | Disposition of Report C Report Attached (X) Yes () No  Soror Nequai McLendon reported Senator Lynwood Lewis and Congressman Robert Bloxom received the letter from the sorority. Senator Lewis posted on the board in his office and Congressman Bloxom addressed in his newsletter which is published in the paper. Sorors can check website: *justfact.votesmart.org* to see how and what our politicians voted for. Also the Eastern Post and VA Pilot carries the politicians vote.  Bob Tanner will be working with high school and ESCC students to register to vote. Legislature Day was January 24 and 25. The town hall meeting encouraged our community to get the COVID vaccination. The crime bill is related to social justice during the summer. Will be reaching out to Senator Lynwood Lewis. |
| **MISS FASHIONETTA** | Disposition of Report Report Attached () Yes () No  NO REPORT: a chairman is needed; It is hoped it will be broken up into three co-chairman, event, fundraising, and etiquette. |
| **BY-LAWS** | Disposition of Report Report Attached () Yes () No  NO REPORT |
| **EAF** | Disposition of Report Report Attached () Yes () No  Soror Nequai reported April 15 is the deadline for undergraduate, sophomores, juniors, and seniors, to apply for a scholarship. Merit scholarship, applicants must have a 3.0 average; financial 2.5 average. Students must be enrolled full time. |
| **MEMBERSHIP** | Disposition of Report C Report Attached (X) Yes () No  Soror Sheila Walker reported on the mentoring program. Thank you notes were sent to all participants. |
| **MIP** | Disposition of Report C Report Attached (X) Yes () No  Soror Veronica Byrd reported the committee will be going on the National website to find out what needs to be done for a MIP. Will determine procedures for sponsoring in case a soror needs to register for the regional conference. |
| **TECHNOLOGY** | Disposition of Report C Report Attached (X) Yes () No  Soror Shevara Chandler reported there will be an informational session on Monday, March 22 at 7:30 p.m. |
| **Protocol** | Disposition of Report Report Attached () Yes () No  Soror Veronica Byrd reported the committee will continue with appropriate courtesies in the coming months. |
| **Program/Anti- Basileus**  **Programs:**  **Target I: HBCU**  **Target II – Women’s Health**  **Target III – Building Your Economic Legacy**  **Target IV – The Arts**  **Target V – Global Impact**  **#CAP** | Disposition of Report C Report Attached (X) Yes () No  Soror Sylvia Stanley reported no impact for this month. Will need to know the number of participants in Target 1 activity. Target 4 completed the essay contest.  Soror Lise Caldwell-Hall reported the virtual college tour was a success. Scholarships were given, fees were waived for college applications, and there were several workshops.  Other activities for the month are: Cyber Security 3/9 at 5:30, Navigating College webinar 3/16 at 7:00. It will be moderated by Starr Jones  Common Black College Application 60-70 colleges will be participating.  $20 fee allows seniors to submit applications and check colleges to send information to.  We are also working on a Zoom tour with Lincoln University, more info to follow. Thanked sorors for sending information to high school seniors.  NO REPORT  Soror Nequai reported Black Dollar Day was held for three days. There were 16 businesses on the flyer. Committee did receive feedback.  March 19 AKA assist program will provide lunch to the Cardiology Department at Riverside Shore Memorial Hospital.  Soror Keyona Mapp reported the committee has 21 students to participate in the first essay contest. There were six winners. Each will get a gift card and ribbon. A certificate has been created by Soror SuCora Owens. Prizes will be delivered Monday at 4:30.  Soror Joyce Terry reported the committee purchased from budget, 100 t-shirts for boys in Haiti. Each soror is asked to donate two shirts. A delivery date is planned in May. Total amount spent is $250.  Soror Lise reported students participated in the Alfred Street Church webinar. They participated in workshops and applied to colleges. A financial workshop was given by Soror Bonita Byrd. Cyber security information was shared. Lincoln University tour is planned. A meeting with participants was held via zoom. Monthly meetings will be the 2nd Thursday at 7:00 p.m. More college tours are planned and information on scholarships. Will be having a scholarship workshop and asking Soror Joyce to facilitate. The common black college application was shared and the AKA navigating college webinar was shared. |
| **SISTERLY RELATIONS** | Disposition of Report C Report Attached (X) Yes () No  Soror Sierra Smith reported the committee reviewed the theme for March, which is Intergenerational Exchange. Suggestion for the month; 1. Host a panel during the regional conference 2. Younger sorors reach out to Seasoned Sorors to share technology.  February was Heart to Heart month. Would like sorors to continue reaching out to any soror for birthday or any other event. |
| **SCHOLARSHIP** | Disposition of Report C Report Attached (X) Yes () No  Soror Nequai reported the scholarship application has been created on Google and is on the sorority website. Applications have been given to all guidance counselors and date to submit is April 23. Four scholarships totaling $300 will be given to two (2) students from each county. |
| **MANUAL OF STANDARD PROCEDURES** | Disposition of Report C Report Attached (X) Yes () No  NO REPORT |
| **standards** | Disposition of Report C Report Attached (X) Yes () No  Soror Sierra reported the leadership survey resulted five responders. The committee will be reaching out to them. The Code of Ethics will be sent out to sorors for review and signatures.  Sisterly relations mentorship discussed. |
| **RELAY FOR LIFE** | Disposition of Report C Report Attached (X) Yes () No  Soror Mary Mitchell reported Relay for Life kickoff was held via zoom 2/18. Six sorors participated. We have 19 team members and have raised $600. Gift card raffle starts April 1, tickets are $10. The chapter purchased a $25 card and will purchasing another card. Sorors can purchase tickets by Zelle with Soror Deborah or Cashapp with Soror Mary. Luminary and sponsorship information will be discussed at next meeting. Remember to register; Sorors can also download a fundraising app to make all contributions. Contact Soror Brenda Laws should you have questions. |
| **AUDIT** | Disposition of Report C Report Attached (X) Yes () No  Soror Eula Mizzelle reported the auditor had the following recommendations:   1. Vouchers should be submitted before checks are issued 2. Invoices and receipts should reflect checks issued 3. Bank statements and reconciliations should be provided monthly   Commendations for period 1/2019 – 12/2020:   1. Credit card statements were accounted for 2. Statement of Financial Operations accounted for 3. Voided checks accounted for 4. Contents were legible.   Compliments were given to former Tamiouchos, Soror Bonita Byrd, for accurate accounting. |
| **STRATEGY PLANNING** | Disposition of Report C Report Attached (X) Yes () No  Soror Marie Billie reported Soror Sheila W. watched webinar, “Guide for Planning” and the committee will be presenting a plan to the chapter for feedback at the next monthly meeting. |
| **BudgeT** | Disposition of Report Report Attached ( ) Yes () No  NO REPORT |
| **Fundraising** | Disposition of Report Report Attached () Yes () No  Soror Tasha reported the committee will be brainstorming ideas to raise money for Relay for Life. Sorors submit ideas to any member of the committee. Thank you to Soror Dara Gunter for volunteering to be co-chairman. |
| **Risk Management** | Disposition of Report Report Attached () Yes () No  NO REPORT |
| **SIGNATURE EVENT** | Disposition of Report C Report Attached (X) Yes () No  NO REPORT |
| **PUBLICITY** | Disposition of Report Report Attached () Yes (X) No  NO REPORT |
| **Unfinished Business** | Update given; eight (8) participants in HBCU activity. |
| **New Business** | Welcome to two guests, Soror Michelle White and Soror Alice Rogers. Soror Michelle will retire after 30 years in education and is a general member. Soror Alice, charter member, recently appointed to the Accomack County Elector Board and encouraged people to become election officials.  Executive meeting 4/5/2021 at 7:30 p.m.  Chapter meeting 4/10/2021 at 10:00 a.m. |
| **Announcements** | Prayers for Madam Basileus who will be traveling to Colorado to visit with her daughter/Soror Ayanna  Congratulations to Soror Ashlynn Wright on receiving her Master’s Degree  Soror Keyona and Soror Sheila’s classes will be visited on Monday by Governor Northam. (Metompkin Elementary) |
| Soror Dianne Davis moved to adjourn the meeting; seconded by Soror Eula Mizzelle at 12:09 p.m. | | |

Grammateus

Date Approved

Basileus