

Chapter Meeting Minutes

**ALPHA KAPPA ALPHA SORORITY, INCORPORATED®**

Pi Epsilon Omega Chapter

March 11, 2023

Regular Meeting #3

Madam Basileus Lise Caldwell Hall, called the meeting to order on Saturday, March 11, 2023, at 10:08 a.m. at Nandua High School, Onley, VA. Soror Marie Billie moved for acceptance of the agenda, seconded by Soror Trina Cooper. All agreed. Soror Sheila Walker gave meditation and a prayer. A total of 25-chapter members were present. *(See attached attendance list)* Soror Andra Taylor greeted the Sorors and read a poem entitled "Today is All There Is". A quorum was met at 10:10 a.m.

<b>READING AND DISPOSITION OF MINUTES</b>	<b>Reading of minutes (x) Yes ( ) No</b>  The minutes were read by Soror Sonia with no corrections. Soror Sheila Walker moved to accept the minutes as written, seconded by Soror Eula. All agreed.
<b>REPORT OF OTHER OFFICERS</b>	
<b>BASILEUS REPORT</b>	<p>Madam Basileus reported the following:</p> <ul style="list-style-type: none"> <li>✓ Membership Experience Training - The next two ME trainings will occur April 12-13, 2023, in New Orleans, LA, and during Leadership Seminar in July. The Basileus and Membership Chairman must be certified, with no exceptions. Also, the chapter certification is active and lasts as long as the certified Basileus and Membership Chairman hold those positions.</li> <li>✓ Bag Pickup at MARC - All final counts for the 70th Mid-Atlantic Regional Conference have ended. They cannot process any transfers, additional registrations, or cancellations. Only the Chapter Basileus, can pick up conference bags. If any members are unable to attend the Regional Conference, please inform me so I can pick up your bag.</li> <li>✓ Enhance Our Environment - The Mid-Atlantic Region will collectively support the initiative, Enhance Our Environment on Arbor Day, April 28, 2023. The International Committee wants to see our chapter and individual photos of you planting trees! The International Program Committee offered two interactive zoom sessions: Monday, March 6 at 9:00 pm and Tuesday, March 7 at 9:00 pm.</li> <li>✓ Leadership Seminar 2023_will occur July 13 - 16, 2023, in Chicago. As part of the Leadership Seminar, a Regional Gathering will appear on Thursday, July 13. Registration for Leadership Seminar is \$400 for Graduates and \$250 for Undergraduates. Please continue to check your email for official registration details from the AKA Corporate Office.</li> <li>✓ 70th Mid-Atlantic Commemorative Pin will be on sale for \$12. Please stop by the Mid-Atlantic Region Boutique to pick up your pin. The Mid-Atlantic Boutique will launch our in-person</li> </ul>

	<p>booth during the conference and will feature a MA t-shirt, our MA scarf, and many other items we know you will enjoy.</p> <ul style="list-style-type: none"> <li>✓ Protocol – Sorors, all flyers, announcements, or anything posted on social media that goes out to the public must be approved by the Basileus. If you observe something representing the chapter and it's incorrect or unsure, don't hesitate to contact me. I am learning just like you.</li> <li>✓ Covid – Urging each Soror to get the COVID booster shot before you go to the conference. This is not coming from the MAR Director, but from me. We have over 5000 Sorors who has register with the only guidance is if you are sick don't come.</li> <li>✓ Also, if a Soror is late, the fee is \$1. Soror Marie donated \$20 to cover anyone who was late. Soror Marie stated that she feels that the late fees should be waived because some Sorors are travelling and may be late because of traffic. Madam Basileus stated that we can address this at a later date. Soror Eula stated that at Regionals and Nationals, Diamonds, Goldens, and Pearls do not have to pay when they are late.</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 February 28, 2023,  Basic Account ~ \$7,225.34  Community Scholarship ~ \$4,346.31  CD1 - \$3,653.63  CD2 - \$3,521.53</p> <p>All books were passed out and the second order will be forthcoming.</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 <input type="checkbox"/> Report Attached (X) Yes () No</p> <p>Soror Ashlynn Wright reported for the month of February:</p> <p>Collected \$1,353.50  <i>Breakdown</i>  Chapter Dues: \$105.00  Sorority Group Booklet Order: \$245  RC Registration: \$690  WESR Black History Donation: \$262.50  Chapter Assessment: \$50  Meeting Late Fee: \$1.00</p>
<p><b>EPISTOLEUS</b></p>	<p>Soror Keyona Mapp reported:</p> <ul style="list-style-type: none"> <li>• A letter was read from Children's Harbor, asking for our support to donate a page in their yearbook. Ads are \$25, \$50, and \$100. A motion was made by Soror Deborah to donate \$100 for a full page ad in the year book, seconded by Soror</li> </ul>

	<p>Sheila Walker. All agreed. Soror Trina suggested that while at Regionals, we take a picture of us to use.</p> <ul style="list-style-type: none"> <li>• Soror Trina stated that the Children's Harbor will be our 2<sup>nd</sup> place to hold our meetings if Nandua High School is not available.</li> </ul>
<b>HODEGOS</b>	<p>Disposition of Report <u>C</u> Report Attached (X) Yes () No</p> <p>✓ Soror Andra Taylor announced the Breakfast Teams for April and May.</p>
<p>REPORTS OF EXECUTIVE, STANDING COMMITTEES AND AD HOC COMMITTEES</p> <p>Disposition of committee report was:</p>	
<p>A. Referred to committee. B. Postponed C. Placed on file</p>	<p>D. Adopted in part (explain) E. Adopted in its entirety. F. Referred to another committee (explain)</p>
Executive Committee	Disposition of Report __ Report Attached () Yes () No
<b>CONNECTIONS</b>	<p>Disposition of Report __ Report Attached () Yes (X) No</p> <p>No report</p>
<b>BY-LAWS</b>	<p>Disposition of Report __ Report Attached ( ) Yes (X) No</p> <p>No report</p>
<b>EAF</b>	<p>Disposition of Report __ Report Attached ( ) Yes (X) No</p> <p>No report</p>
<b>MEMBERSHIP</b>	<p>Disposition of Report __ Report Attached (X ) Yes ( ) No</p> <p>Soror Trina Cooper reported:</p> <ul style="list-style-type: none"> <li>✓ The committee met and discussed designating sorors to be the lead on events that the committee is responsible for completing. The purpose of using leaders: <ul style="list-style-type: none"> <li>• There will be a clear leader for each event.</li> <li>• No one soror will become burned out trying to complete tasks.</li> <li>• The committee will support and be present to assist with all tasks.</li> <li>• To give the opportunity to build up our leaders.</li> <li>• All questions will still go through the chairman and be disseminated to the leaders.</li> </ul> </li> </ul>
<b>TECHNOLOGY</b>	<p>Disposition of Report __ Report Attached ( ) Yes (X ) No</p> <p>No report</p>
<b>PROTOCOL</b>	Disposition of Report __ Report Attached ( ) Yes (X) No

	<p>Soror Sonia reported – committee met on March 9<sup>th</sup> to discuss how to share information to sorors who will be attending the Mid-Atlantic Regional Conference in Raleigh, NC. All information shared comes from the Official Guide to Alpha Kappa Alpha Protocol. A few pointers were shared.</p>
<p><b>PROGRAM/ANTI- BASILEUS PROGRAMS:</b></p>	<p>Disposition of Report Report Attached ( ) Yes (X) No</p> <p>Soror Marie reported:</p> <ul style="list-style-type: none"> <li>✓ Strengthen Our Sisterhood – No Report</li> <li>✓ Empower our Families – Soror Sylvia stated that they will focus on Childhood hunger and mental health. Will focus on Metompkin Elementary and will work with Soror Keyona. Will have more information next meeting.</li> <li>✓ Build Our Economic Wealth – Soror Shevara reported – the committee met and went over the guidelines for program initiative. Will be sending out in the month of March our “Sister Circle” to all members. The Sister Circle is a member partnership in saving, growing, and investing. We will be asking members to join us in this saving, growing, investing initiative – more details will be given via email communication. Listed is our initiative timeline that we will continue throughout the year: March – Sister Circle Information; April – Supporting Women Entrepreneurs information; and May – Black Dollar Day information.</li> <li>✓ Enhance Our Environment – Soror Marie reported – Will check with Nurseries to order trees to plant or to donate a tree or 2. Madam Basileus Lise stated that our goal is to plant trees and to help take care of it. Soror Sheila suggested that we plant the trees where we have our benches. The benches are in Cape Charles, Exmore, Onancock and Parksley.</li> <li>✓ Advocate for Social Justice – No Report</li> <li>✓ Uplift Our Local Community – Soror Shelia Mapp reported that the committee met on March 1. Stated that they will combine with the Signature Event to honor several people in the community. Have selected four candidates to honor so far but will like to select 2 more.</li> <li>✓ Founders’ Day – Soror Marie reported – plans are being finalized for our Founders’ Day Observance on March 11<sup>th</sup>, following the March chapter meeting. The Tea/Luncheon will be held at Maurice’s in Onancock. 25 Sorors are planning to attend and each Soror will pay for their own meal. Also, there will be a short history program provided by Soror Veronica and a sisterly activity led by Soror Tangelia.</li> </ul>
<p><b>SISTERLY RELATIONS</b></p>	<p>Disposition of Report ___ Report Attached (X ) Yes ( ) No</p>

	<p>Soror Tangela reported – committee met on March 2<sup>nd</sup> to discuss the following:</p> <ul style="list-style-type: none"> <li>• Soror Andra and I spoke and agreed that birthday acknowledgements will just be left up to the sisterly relations committee and not social courtesy.</li> <li>• A sisterly relations flyer was created to share with the chapter on GroupMe for our March activity during the Founders’ Day Luncheon and Tea.</li> <li>• A reminder to support the Gospel Extravaganza on Saturday, March 4<sup>th</sup> at 3 pm at Nandua High School. Soror Sheila W. shared a flyer on GroupMe.</li> <li>• It was considered to contact Soror Shevara to create a poll to seek feedback on whether to do a sisterly relations activity or not during MARC. Due to this year’s schedule at MARC, Madam Basileus Lise suggested that it would be difficult to plan an outing and not to move forward with a get together.</li> </ul>
<b>SCHOLARSHIP</b>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>Soror Ashlynn reported – The committee met on February 15<sup>th</sup> at 7 pm, to discuss responsibilities of the committee:</p> <ul style="list-style-type: none"> <li>• Soror Ashlynn will be responsible for making sure the flyer was composed by 2/24/23. The committee wanted to make sure the flyer was ready by 3/10/23 for Northampton High School.</li> <li>• Soror Alice was responsible for contacting the counselors at the other schools. The intent was to meet with all schools and give the scholarship packet from the Sorority.</li> <li>• Soror Tracy was responsible for getting the information that would go on the flyer and getting it to Soror Ashlynn.</li> <li>• Scholarship packets will be sent to the four high schools: Nandua High, Arcadia High, Chincoteague High and Northampton High.</li> </ul>
<b>RITUALS</b>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>No Report</p>
<b>MANUAL OF STANDARD PROCEDURES</b>	<p>Disposition of Report ___ Report Attached ( ) Yes (X) No</p> <p>No Report</p>
<b>STANDARDS</b>	<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>• At last Chapter meeting we learned that records are in totes in the storage unit and must be gone through.</li> <li>• Needed are clear totes, 4 drawer file cabinet and file folders are needed.</li> <li>• Officers are encouraged to purchase “So Now You are Elected.”</li> </ul>
<b>RELAY FOR LIFE</b>	<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>• Registration is now open for Relay for Life.</li> <li>• The theme for ROL on September 9<sup>th</sup> is “May the Cure be With You.”</li> <li>• Team SophisAKAed Ladies has 17 registered, 7 members have already raised \$100! Our current total is \$1,088.</li> <li>• The June Raffle a Day is \$10.</li> <li>• A question was asked if we can have another Relay for Life t-shirt made. Madame Basileus recommended that the committee come up with a new design for the Chapter to purchase.</li> <li>• Soror Brenda also asked if the chapter wanted to purchase luminary bags for cancer survivors in the chapter as was done in the past and the answer was yes.</li> <li>• Thanked everyone for participating in the 50/50 raffle.</li> </ul>
<b>AUDIT</b>	<p>Disposition of Report <input type="checkbox"/> Report Attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>No Report.</p>
<b>STRATEGIC PLANNING</b>	<p>Disposition of Report <input type="checkbox"/> Report Attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>No Report</p>
<b>BUDGET</b>	<p>Disposition of Report <input checked="" type="checkbox"/> Report Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Soror Shevara reported – committee met on 3/6/23 to go over current revenue and expenses.</p> <p>February Monthly Expenses:  Basic ~ \$267.24  Community ~ \$350.00  Miscellaneous - \$-690.00 (cancelled out previous month balance)</p> <p>Remaining Budget  Basic ~ \$15,807.90  Community ~ \$11,000.00</p> <p>February Revenue towards Budget - \$50.00  March Beginning Revenue - \$2,382.02</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>
<b>FUNDRAISING</b>	<p>Disposition of Report <input checked="" type="checkbox"/> Report Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>No report</p>

<b>RISK MANAGEMENT</b>	Disposition of Report ____ Report Attached () Yes (X) No No report
<b>SIGNATURE EVENT</b>	<p>Disposition of Report ____ Report Attached () Yes (X) No</p> <p>Soror Trina Cooper reported – The Signature Event Committee met to discuss our annual Signature Event. Committee members discussed the following:</p> <ul style="list-style-type: none"> <li>✓ Date: June 17, 2023</li> <li>✓ Ticket Price: \$50 per ticket. We are asking each Soror to sell four tickets.</li> <li>✓ Time: 7 pm-11 pm</li> <li>✓ Caterer: Chris Matthew</li> <li>✓ Facility Use: MNS Cultural Center</li> <li>✓ DJ: DJ Force 1</li> <li>✓ Theme: The Pink Experience</li> <li>✓ Bar: The men of Kappa Alpha Psi, Fraternity, Inc. will do the bar.</li> <li>✓ Decorating: Soror Tasha</li> <li>✓ Flyers: Soror Shevara</li> <li>✓ Will practice for stroll in April and May</li> <li>✓ Madam Basileus stated that we are asked to sell five tickets.</li> </ul> <p>Soror Sheila Mapp’s committee will be honoring people in our community during the signature event. We will give them an allotted time between 20-30 minutes total.</p> <p>Budget:  \$550 – Soror Tasha  \$950 – Facility  \$600 – DJ  \$1500-\$2000 – Caterer  \$400 – Tickets, flyers decorations, etc.  \$300 – lights  Total - \$4,800  Sorors 45 x 4 = 180 tickets  180 x 50 = \$9,000 total  \$9000--\$4800 = \$4,200 (possible profit)</p>
<b>MISS FASHIONETTA</b>	Disposition of Report ____ Report Attached () Yes (X) No No report
<b>SEARCH COMMITTEE</b>	No report
<b>NOMINATING COMMITTEE</b>	No report
<b>PUBLICITY</b>	Disposition of Report ____ Report Attached () Yes (X) No

	Soror Armajeanne Harmon reported: committee did not have a formal meeting; however, we did work with the Founders' Day committee chair to produce the flyer and outreach to the Eastern Shore Post, African Pride Magazine and WESR Radio. Unfortunately, WESR misread our press release that said the event is not open to the public, however, media coverage is welcomed. Going forward the committee will run all media related outreach by Madam Basileus before release.
<b>DISASTER RELIEF</b>	Disposition of Report ___ Report Attached ( ) Yes (X) No Soror Trina reported that the committee will meet at the end of the month. We have not met yet, but the Disaster Relief plan was submitted to Soror Loutishia Brown, regional rep and Madam Basileus. The committee will review the plan at the April meeting.
<b>NEW BUSINESS</b>	<ul style="list-style-type: none"> <li>• Suggested a PEO paraphernalia giveaway – bring unused paraphernalia to the meeting in June to giveaway.</li> <li>• Soror Eula stated that some chapters do a donation or silent auction to make it fun.</li> <li>• Soror Sheila stated a silent auction would be a fun activity.</li> <li>• Will have more information next month.</li> <li>• Still looking for a place to hold the June picnic.</li> <li>• Soror Vivian donated pens to each chapter member.</li> </ul>
<b>UNFINISHED BUSINESS</b>	<ul style="list-style-type: none"> <li>• Please bring in your service project for the MARC.</li> <li>• Jewels Luncheon – All for Sorors have been certified.</li> <li>• There will be an Ivy Behind the Wall ceremony at MARC. We will be honoring Soror Fletcher.</li> <li>• The tent is still waiting to be approved.</li> </ul>
<b>ANNOUNCEMENTS</b>	<ul style="list-style-type: none"> <li>• Please pray for Soror Jada whose dad is in the ICU; Madam Basileus' mom, who is in the hospital and Soror Bianca. They still need our arms around them.</li> <li>• Soror Tangela announced that her church, Bethel AME in Onancock, will be having their Greek Day, where Soror Brenda Laws will be the guest speaker and the guest choir is the UMES Gospel Choir. All Sorors are invited.</li> </ul>
With no further business to be discussed, Sorors sang the National Hymn and recited the pledge. The meeting was adjourned at 12:01 pm.	

Grammateus \_\_\_\_\_

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

Basileus \_\_\_\_\_