

**Roanoke Alumnae Chapter
Delta Sigma Theta Sorority, Inc.**
Minutes: June 8, 2019 Chapter Meeting

The meeting was called to order at 10:21 a.m. by Chapter President, Monica Callaway. A ritualistic opening was observed.

The agenda was revised for this meeting. A quorum was present for the transaction of business.

Soror M. Neal made the motion to accept the agenda with noted changes. It was properly moved and seconded.

Soror B. Pritchett moved to adopt the May Chapter Meeting Minutes with one correction for Brenda Hamilton's last name. It was properly moved and seconded.

Soror G. Manns moved to adopt the June Executive Board Meeting minutes as read. It was properly adopted and seconded.

*A guest soror visited today. Her name was Soror Trenay Mason from Lexington, VA. She works at Washington and Lee University, School of Law. She's the Dean of Students there. The president informed of an inactive chapter on that campus, Tau Omega, with hopes for further conversation.

The president also reminded sorors about Soror M. Neal's loss of a close friend, Ms. Francine Pierson. Keep all grieving sorors in your thoughts and prayers.

Correspondence Reports:

- a. Soror L. Hampton thanked the Sorority for honoring her father during his Memorial Service back in April.
- b. Soror K. Board thanked the sorority for all acts of kindness shown to her family in the passing of her loved one – Red Charlton.
- c. Soror E. Shaw-Gill thanked the sorority for all acts of kindness shown to her during her time of loss.
- d. High Street Baptist Church appreciates your donation of \$100 given to them on June 2, 2019 for Kingdom building.

Soror. K. Sanders made the motion to support Omega Psi Phi Fraternity in sponsoring a \$100 ad for their golf tournament. It was properly moved and seconded to adopt this proposal.

The Arts & Letters Committee will make a determination about sending a student to the Camp in West Virginia.

Financial Secretary Report: by Soror J. Pughsley

- *Money was received for Chapter dues and Jabbawock contributions.
- *She explained her written report and gave grand totals for money received.

Treasurers Report: by Soror H. Ferguson

- A detailed report was given to all chapter members
- An error occurred during a deposit from Delta Gems for their bus trip. Money was put into the Administrative Account. It was later transferred into the 5 Points Account as soon as it was detected.
- Vouchers are still being filled out incorrectly, please fill out vouchers in their entirety.
- All funds and vouchers are due by June 15 to close out this year's accounts.

Internal Audit by Soror S. Canty- Elliott

- Soror H. Dean, Soror M. Neal and Soror L. Hampton are the committee members
- 3rd Quarter Report/Power Point given with explanations and recommendations to correct the 18 errors.

***The president thanked the Internal Audit Committee and the Finance Committee for their hard work and dedication. The president also noted that she will check the Properties budget but she would like the Assistant Financial Secretary to have a safe to also aid in receiving funds.

Slate of Candidates for the 54th National Convention: by President M. Callaway

National President: Beverly E. Smith

1st Vice President: Cheryl A. Hickmon

2nd Vice President (college sorors): Diamond Compton, **Kianni Epps**, Frances James, Robin Wesley

National Secretary: Elsie Cooke-Holmes

National Treasurer: Renee Harper, Pamela Hill, Kimberly Lloyd, Michelle Rhodes-Brown

National Nominating Committee: Karen Stanley-Fleming, **Lucille Friarson**, Evonne Jackson,

Shelia Jenkins, Lessie Little

National Internal Audit Committee: **Hilton Cooper, Veda Stanley**

Collegiate Member National Scholarship and Standards Committee: Summer Bane, Zaphur Brooks, **Angela Chinn**

Collegiate Member National Internal Audit Committee: vacant

Alumnae Member National Finance Committee: vacant

Collegiate Member National Nominating Committee: vacant

Delegate: 1st Vice President, Soror T. Nash, is serving as our Chapter Voting Delegate
Our Treasurer, Soror H. Ferguson, is serving as Alternate Voting Delegate

The president asked for further discussion on the National Treasurer's office since none of the candidates are from the South Atlantic Region. Several members spoke up that they knew Soror Pamela Hill and they highly recommend her.

Soror S. Canty-Elliott spoke up that she knows Michelle Rhodes-Brown as she was the former National Financial Chair. She seemed quite knowledgeable about financial matters.

The president stated that we will lean our delegates to vote in the best interest of our chapter.

1st Vice President: by Soror T. Nash

Political Awareness – nothing to update

Physical and Mental Health – Years ago, Soror G. Manns started an initiative Black Boys Read Summer Reading Program which move forward this summer on August 1st. If you know of young boys who are interested, please send names to Soror T. Nash or Soror G. Manns.

Economic Development –no additions

Educational Development – A successful Celebration of Youth program back in May was a beneficial to several young ladies and much appreciation is given to those sorors who assisted.

All 5-Point Committees have a chair in place for the upcoming year. The Embodied Program will be back for the next year at Breckinridge Middle School and/or William Fleming High School.

The Embodied Program will also be at Blacksburg Middle School this coming year.

Also Soror Nash wants to embrace the New River Valley as they are part of the Roanoke Alumnae Chapter.

She thanked all the ladies for their hard work this year.

2nd Vice President: by Soror D. Burks

Add your name to the Committees you are interested in if your name is not on the list that has been passed around.

The Sisterhood Chapter Retreat will be July 27 at 10 a.m. at Jubilee Acres. It is a cabin owned by the Rescue Mission, in Salem VA. Soror H. Ferguson recommended this place. Membership services will provide the meats, juice, coffee & fruit.

*A gift was given to our visiting soror.

*Also, Membership Services will have a meeting on June 17 at Soror D. Burks home at 6:00 p.m.

*June Birthdays were recognized

Delta Emergency Task Force: by Soror D. Jones

Soror D. Jones attended the Spring State Meeting in April. She commended the chapter for doing a great job in preparedness for Emergencies. One task left which is a fire drill / shelter in place drill. The suggestion is to have 2 drills a year. She proposes that we have a fire drill in September 2019 weather permitting. She reinforced that we

will remain calm, without panic and go to our designated area across the parking lot into the grassy knoll. The particulars of the doors we will use was explained, record keepers know to grab their records, the Sergeant at Arms knows to take the roster and a head count will be taken once outside. The final count will be given to the president, outside. We will not reenter the building until we are given an ALL CLEAR.

Scholarships : by Soror S. McEnheimer

All recipients have been notified of their award and will receive funds in July or August.

Jabbawock: by Soror S. Canty- Elliott

She encouraged sorors to make their 2019 donations by the end of June. Only 5 sorors have made contributions to Jabbawock for this year.

She also received 3 names of interested young ladies for Jabbawock next year. There will be a meeting in September for interested youth. Brochures to interested youth were given out to be shared.

Little Miss/ Little Master (grades 3-5)

Miss Jabbawock/ King (grades 9-12)

Policies and Procedures: by Soror S. McEnheimer

Committee: Sorors J. Dixon, D. Burks, H. Ferguson, M. Jones, G. Manns, S.

White

Article II, Section 3C

"The President shall prepare the agenda for Executive Board Committee. The Recording Secretary shall distribute the agenda for Executive Committee and record the minutes."

Soror G. Manns moved that we accept the recommendation from the Policy and Procedures Committee, Article II, Section 3C. It was properly moved and seconded with a hand vote of 30 approval and 0 opposes.

Article II, Section 5C, 1A

(leave as 2 elected chapter members, instead of changing it to 1 chapter member)(no change)

Article III, Section 1A, 21

"Updates personal information on PayPal account as owner for the chapter within 30 days after taking office or any changes in personal information."

Article III, Section 1A, 25

"Check Chapter mailbox if Corresponding Secretary is unable to do so, and ensures that mail is distributed during major fundraising events, membership dues collections and any event/programs sponsored by the chapter that involves collecting funds or other data with a deadline."

Article III, Section 1B, 5

"Serves as a member of Executive Committee, Executive Board and the Budget and Finance and Scholarship Committees."

Article III, Section 1C, 2

"Serves as Chair of Membership Committee, a member of the Executive Committee and Executive Board."

Article III, Section 1C, 8

2. Serves as a member of the Executive Committee and Executive Board and the Budget and Finance Committee.
6. Work with Financial team to set up and schedule Financial Workshop for Officers & Chairs and assist with training
7. Responsible for keeping track and following up on return checks

Article III, 2C, 1

"The committee shall consist of one (1) Chair, who shall be appointed during the chapter election of officers and four (4) members who shall be appointed.

Article III, 5B, 2

(correct – no changes)

Article III, 7, 2

"When a vacancy occurs in the position of First Vice President, the Second Vice President may assume the position to complete the unexpired term, and the Second Vice President shall be appointed."

Soror G. Manns moved that we accept the recommendations/ changes of Article III & IIII. with the exclusions of Article III, 1G, 11a until the Fall. It was properly moved and seconded with a hand vote of 23 approval and 0 opposes.

Applause was given to the Policies and Procedures Chairperson.

Soror S. McEnheimer reminded us that we need to let our delegate know how to vote for the idea of charging a \$30 processing fee to come to a RUSH and get an application. The chapter voted, No, orally. The president explained the rationale. Grand Chapter Initiation fees are going to increase to \$1500 and the Chapter initiation fees will increase to no more than \$500. So that's now a total of \$2000 to pledge plus dues. Also, the president stated a back ground check fee should also be attached.

Sorors are concerned about doubling fees and administrative costs for processing and pledging. We may price out prospective sorors with these fees. Further debate and final rulings will take place at the National Convention.

Announcements:

1. Soror B. Pritchett will send two cards to Soror Deborah Edwards at two different times to encourage her and let her know we are thinking about her.
2. Soror B. Pritchett also reported that Soror Tonya Jackson had a funeral at 12:00 and couldn't make it to the Sorority Meeting today.
3. Soror M. Allen reported that the Day Party tentative dates are August 24 or August 31.
4. Sisterhood Breakfast is August 17.

Soror M. Neal moved to adjourn the chapter meeting at 1:05 p.m. It was properly moved and seconded. A ceremonial closing took place.

"For any reason she is unable to serve, the Leader shall be elected with other members of the Minerva Circle." (move to 1st Vice President's duties)

Article III, Section 1D, 11

"Serves as a member of the Executive Committee and Executive Board."

Article III, Section 1D, 14

"Serves as the Alternate Delegate to National Convention Regional Conference and State Meeting if the Second Vice President is unable to attend."

Article III, 1E, 12

"Serves as a member of the Executive Committee, Executive Board, and the Internet Policy and Technology Committee."

Article III, 1F, 4

"One of three persons authorized to sign bank checks. Position does not sign her own checks."

Article III, 1F, 9

"Transacts all business in Executive Board, or sorority meetings (including writing receipts and signing checks written to the President or Treasurer), or special business meetings at the request of the President."

Article III, 1F, 7

"Serves as a member of the Executive Committee, Executive Board and a member of Budget and Finance committee."

Article III, 2F, 9

"Transacts all business in Executive Board, sorority meetings or special business meetings at the request of the President."

Article III, 2F, 15

"Prepares a written and verbal report for presentation to chapter members on all monthly receipts collected by line items at each monthly Executive Board and Chapter meeting. This report will reflect an exact statement of income."

Article III, 2F, 16

"Complete quarterly Admissions Tax Return on ticket sales and forward a copy to the treasurer if any funds are to be paid to the City of Roanoke. If no funds are to be paid, the completed form shall be sent to the City of Roanoke."

Article III, 1F, 17

(correct – no changes)

Article III, 1F, 18

(correct – no changes)

Article III, 1G, 2

(correct – no changes)

Article III, 1G, 22

(correct – remove unnecessary comma)

Article III, 1G, 11a

(moved to the Fall for further consideration)

Article III, 1H, 2

(correct – no changes)

Article III, I, 2, 6 & 7

Monica Callaway 6/18/19

Soror Monica Callaway, President

Soror Angelia D. Sweetenberg, Recording Secretar