

HALL COUNTY ALUMNAE CHAPTER  
Delta Sigma Theta Sorority, Inc.  
North Georgia Community Foundation  
340 Jesse Jewel Parkway, Suite 600  
Gainesville, GA 30501  
Minutes of the February Chapter Meeting  
Held on Saturday, February 17, 2024

**Pre-Meeting Safety Briefing:** Soror Melanie Floyd presented the safety briefing via PowerPoint.

**Chapter Members Present:** Denise Arnold, Vallorie Coley, Sue Davis-Westmoreland, Melanie Floyd, Erica Glenn, Sheriah Johnson, Patricia Lee, Denise Livingston, Neisee McArthur-Williams, Whitney McDowell-Robinson, Angela Middleton, Audrey Simmons, Sheila Tabron, Francia Tolbert, Deborah Washington, and Lisa Williams (**A quorum was present for the transaction of business.**)

**Call to Order:** Soror Sheriah Johnson called the meeting to order at 10:10 a.m. The meeting proceeded with the ritualistic opening.

**Adoption of Agenda:** The agenda was adopted as printed. (General Consent)

**Minutes of Previous Meeting:** The minutes were approved as printed. (General Consent)

**Teachable Moment:** The Protocol and Traditions Code of Ethics presentation was cancelled due to Soror Alisha Moore's absence. The presentation is to be rescheduled for the March 2024 chapter meeting.

### Officers Reports

**President's Message:** Soror Sheriah Johnson greeted sorors by saying happy February meeting day. Soror Sheriah Johnson thanked sorors again for volunteering for the 2024 Georgia State Cluster. Soror Sheriah Johnson and Soror Denise Arnold presented gifts to the volunteers that were not present at the January chapter meeting. Soror Sheriah Johnson reported the following from the **Executive Committee Call with the Regional Director** that was held on January 16, 2024:

- **Regional Updates (Soror Amaris Johnson):** Soror Amaris Johnson spoke on having an amazing time in Athens at the **Georgia State Cluster**. She gave all the host chapters a shout out and said that the host chapters did an amazing job of pulling off the largest cluster of the region. Extra **cluster t-shirts** sold out in Georgia, so Soror Amaris Johnson is encouraging other states to get their orders in, sign up for the lip sync battle, and bring items for the collegiate closet. For **Delta Days at the Capital (DDAC) and Delta Days at the Nation's Capital (DDNC) registrations**, Soror Amaris Johnson wants representation from all chapters, including collegiate chapters. The **Southern Regional Conference** will take place on July 4-7, 2024, in Nashville, TN. Virtual attendance will be available. Sorors may attend a different regional conference and still get credit if there is a conflict with the Nashville dates. Soror Amaris Johnson reminded everyone that **Exec Check** is just a snapshot. The in-depth information comes from the National Committee Calls. The **National Social Action** webinar took place on January 17, 2024. When communication went out concerning the **Oral History Project** some sorors thought it was spam. The Sorority had communicated the information from Arts and Letters. Be sure to look at this and get your

information in if there is a story you would like to tell. The **Good Health WINS** mini grant deadline is February 23, 2024. The **Delta Authors on Tour** submission deadline is February 9, 2024. Soror Amaris Johnson hopes to have the location for the Delta Authors on Tour by the February Exec Check.

- **Scholarship and Standards (Soror Sabrina Polote):** The National Policies and Procedures webinar that was scheduled for February 5, 2024, is cancelled because of minimal changes in the Constitution and Bylaws. Soror Sabrina Polote is asking chapters to cut and paste the revised language to existing policies and procedures. A collegiate template and an alumnae template will be rolled out during the 2024 regional conference cycle. Soror Sabrina Polote is in the process of doing the service area review and reconciliation. The completion date is March 31, 2024.
- **National Finance Committee (Soror Toni Johnson):** Soror Toni Johnson gave a walk-through of the dues management process and the new reports from the Red Zone. Red Zone system issues are being resolved. If you run into any issues, reach out by opening a ticket. The committee will be closing out the 2022-2023 Annual Financial Report (AFR), which was due in August. Once it is closed out, it will not be editable. The committee is working on the short year, July 1, 2023 – December 31, 2023, which is due on February 28, 2024. An AFR webinar is scheduled for February 21, 2024. A recording will be provided.
- **Regional Nominating Committee (Soror Candi Arthur):** Soror Candi Arthur discussed the Call for Nominations webinar that took place on January 14, 2024. A recording of the webinar will be posted on the members only portal. She recommended downloading and reading the Call for Nominations guidelines and for sorors to consider how they can share their skills by serving in regional leadership. The deadline for submission was January 28, 2024.
- **Social Action (Soror Alfreda Coward):** Soror Alfreda Coward gave Delta Days at the Capital (DDAC) reminders. Regular communications for Super Tuesday will be coming out on Tuesdays for Social Action events. The Georgia Opportunity Grant deadline for priority chapters is February 9, 2024. For all the other chapters, it will open on February 10, 2024.
- **Delta Authors Directory:** Registration to be included in the directory is out. Interested members must submit the required fee for new and returning authors along with book details by the deadline, which is February 9, 2024. Soror Sheriah Johnson reached out to the authors whom she knows of in the chapter to make sure they saw the information to get their names and books added to the directory.
- **Constitution and Bylaws Mailing Update:** The 2023 Constitution and Bylaws will be mailed to all sorors who are financial as of February 18, 2024. All members are asked to verify or update mailing addresses in the member profile no later than February 18, 2024.

Soror Sheriah Johnson submitted a detailed report that is on file.

**First Vice President/Membership Services (Hospitality and Courtesies):** Soror Denise Arnold shared that the Membership Services Committee (MSC) realizes sorors have several chapters in the area to join. MSC is honored that you are a member of the Hall County Alumnae Chapter. Soror Denise Arnold posted the list of the 35 financial members in her report. The new members for FY 2024 are Soror Neisee McArthur-Williams, Soror Sheila Tabron, and Soror Tywonna Welchel-Payne. Soror Denise Arnold asked for members to invite nonfinancial if you know a nonfinancial sorors to a chapter meeting or upcoming event. The **February birthday celebrants** were recognized, and they are as follows: Soror Lisa Williams (2/3), Soror Denise Arnold (2/8), Soror Wanda McRae (2/11), Soror LaMonika Hill (2/14), Soror Kayla Mitchell (2/18), Soror Alfreda Paige (2/19), Soror Sybil Ingram (2/23), Soror Denise Livingston (2/25), and Soror Sheriah Johnson (2/29). March is **Sisterhood Month!** Please mark your calendars for the following activities:

- a) Secret Soror: The secret soror program has begun. If you are participating in this initiative, make sure you mail gifts to the soror you are gifting on time and do not recycle gifts (no regifting). Comply with these guidelines to ensure all sorors have a positive experience.
- b) Delta Internal Development Seminar: Join MSC for a Sisterhood Delta Internal Development (DID) Seminar on Saturday, March 16, 2024, from 1 p.m. – 3:30 p.m. Lunch will be provided from noon until 1:00 p.m. Remember to RSVP if you have not done so.
- c) International Day for Elimination of Racial Discrimination: Join the Hall County Alumnae and Tau Eta chapters for a panel discussion on the “Importance of Inclusion and Diversity in the Classroom” on Thursday, March 21, 2024, at 7 p.m. – 8:30 p.m. This event will be held at Brenau University in commemoration of International Day for Elimination of Racial Discrimination. Additional details will be emailed to the chapter this week.
- d) Painting with a Twist: Join MSC for an afternoon sip and paint on Saturday, March 23, 2024, at 2 p.m. – 4 p.m. The event will be held at Painting with a Twist, 11770 Haynes Bridge Road #801, Alpharetta, GA 30009. The cost for the event is \$50 per person. If you would like to attend, remember to RSVP and remit your payment today. MSC will also hold the Secret Soror Reveal during the event. All secret soror participants are asked to attend. If you are unable to attend the Secret Soror Reveal, bring your gift to the March chapter meeting or plan to give it to Soror Denise Arnold by Friday, March 22, 2024, to ensure that every secret soror participant leaves the reveal party with a gift.
- e) Sisterhood Worship Day and Brunch: Mark your calendars for the Sisterhood Worship Day and Brunch on Sunday, March 24, 2024. Additional details are forthcoming.

The inaugural **Reclamation Challenge** is a few weeks away. The theme is “Each One Reach One.” MSC is asking each chapter member to help reclaim at least one soror. For a soror to count as reclaimed, she must be nonfinancial for both the current and the prior fiscal year. The chapter already has three reclaimed sorors for the FY 2024. The rules for the Reclamation Challenge are as follows:

1. Sorors participating in the Reclamation Challenge must be current financial members of HCAC.
2. The reclaimed soror must pay her dues during the contest period, which is September 16, 2023 - March 31, 2024.
3. Once the reclaimed soror becomes a member of HCAC, she will receive a “Welcome Home” form and will be asked for the name of the HCAC member who invited her. Only the soror listed on this form will receive credit for the Reclamation Challenge.
4. The HCAC member who reclaims the most sorors will win the Reclamation Challenge. The winning soror will have her local dues paid for FY 2025 by the MSC.
5. All non-winning sorors who reclaimed at least one soror will be eligible to participate in a Reclamation Challenge drawing. Each participating soror will receive one raffle ticket for each soror she reclaimed. All the raffle tickets will be entered into a random drawing for a chance to win one \$25 gift card. Two gift cards will be awarded.

The **Joy in Our Sisterhood Awards** were created to encourage and reward regular participation in HCAC events. At the May chapter meeting, MSC will recognize the Delta Doll, Delta Diva, and Delta DEAR who complete the most steps. The criteria for the award have been provided. Committee chairs are asked for their assistance by emailing Soror Denise Arnold their attendance lists after each committee meeting. The **Superior Performance and Outstanding Tenacity (S.P.O.T.) Awards** are honorable mentions to recognize chapter members for service on a committee, kind acts, or widespread support of HCAC. MSC will accept nominations throughout the year and will present S.P.O.T Awards quarterly during the November, February, and May chapter meetings. Please remember to recognize chapter members for their service to HCAC. Soror Denise Arnold submitted a report that is on file.

**Second Vice President (Program Planning and Development)**: Soror Erica Glenn gave a review of the chapter calendar for February and March. Some events noted were Go Red for Women, patronize a Black business, Delta Days, Habitat for Humanity, and Random Acts of Kindness Day. There will be a sign-up sheet for the Habitat for Humanity Women’s Build, which is scheduled for March 2, 2024, at 9 a.m. – 3

p.m. The chapter will give out gift cards today after the meeting for Random Acts of Kindness Day. Soror Erica Glenn stated that programs for the Five-Point Programmatic Thrust are needed.

**Corresponding Secretary:** Soror Vallorie Coley reported that the following was received from the chapter's post office box: SouthState Bank correspondence; a post office box renewal notice for one year's rental fee at \$182, which is due by February 29, 2024; a thank-you card from Soror Gloria Maddox for healing prayers, a little sunshine to brighten the day, and for a beautiful plant; and also solicitation mail for a step-by-step guide (\$35) for estate planning. All regional and national correspondence is sent to each member via email. Soror Vallorie Coley reminded members of the email concerning the Voter Education & Mobilization Microgrant's general application period, which is February 10, 2024 - March 10, 2024. Soror Vallorie Coley received a forwarded email (2/15/2024) concerning the Grady Young Foundation's Basketball Challenge: The scholarship fundraising event is scheduled for March 16, 2024, at Fair Street from 10 a.m. – 2 p.m. An ask is to form a step team or volunteer. The flyer is posted in BAND. Soror Vallorie Coley submitted a report that is on file.

### **Financial Reports**

**Financial Secretary:** In the absence of the financial secretary, Soror Sheriah Johnson read the report that reflected the transactions for the period January 1, 2024 – January 31, 2024. The report will be posted on the chapter website under financial documents. Soror Jasmine Mays submitted a report that is on file.

**Treasurer:** Soror Whitney McDowell-Robinson reported the operating account beginning balance, disbursements, and ending balance for the operating account that covered the period January 1, 2024 – January 31, 2024. The report will be posted on the website under financial documents. Soror Whitney McDowell-Robinson submitted a report that is on file.

### **Committee Reports**

**Budget and Finance:** Soror Whitney McDowell-Robinson shared that consideration is being taken for the chapter to have two separate bank accounts to manage financial transactions more efficiently.

**Communication and Public Relations:** Soror Melanie Floyd shared that pictures from Wear Red Day and the Ladies and Gents fundraiser are posted on social media.

**Educational Development:** Soror Francia Tolbert reported that she spoke with Mr. Matt McClure, the media specialist at Fair Street International Academy. He has agreed to allow the chapter to come in and read to the students for the chapter's Read Across America initiative on Monday, March 4, 2024. Future activities shared were a Black History Showcase, educational workshops, college and career fairs, a women panel, SAT/ACT prep classes/tutoring, graduation highlights, college commitments/decisions, Read Across America, and a book drive. Soror Francia Tolbert has contacted Dr. Jamie Brown, Forsyth County Schools Coordinator. He advised her to reach out to the high school counselors about any upcoming college and career fairs. A workshop is planned for East Hall on April 10, 2024. Soror Denise Arnold will have a sign-up link for Read Across America in the Sisterhood Month calendar. Notify Soror Francia Tolbert today if you can attend the Read Across America initiative. Wear Delta paraphernalia. The next scheduled meeting will be on March 6, 2024, at 7 p.m. via Zoom. Soror Francia Tolbert submitted a report that is on file.

**Fundraising:** Soror Sheriah Johnson gave a preliminary report of the Ladies and Gents fundraiser.

**Internal Audit:** In the absence of the committee chair, Soror Sheriah Johnson read the report as follows: The Q2 Audit for the short year (October 1, 2023 – December 31, 2023), was completed in the Red Zone

on February 13, 2024. The audit found that the chapter has satisfactory financial internal controls, and the review supports the existence and utilization of these controls. Soror Alisha Moore completed a “Chapter Audits: Requirements, Resources, and Best Practices” webinar on February 11, 2024. Internal Audit is now the Audit and Corporate Compliance Committee. The Q1 Audit (January 1, 2024 – March 31, 2024) is due in the Red Zone by June 1, 2024. Documents from the financial secretary and treasurer are due to Soror Alisha Moore by April 9, 2024. Documents can be scanned and sent to [audithallcountydst@gmail.com](mailto:audithallcountydst@gmail.com). The committee can accept legible copies of documents. The Annual Internal Audit Report for the short year is due in the Red Zone by February 28, 2024. National Internal Audit recommended submitting the report in the Red Zone after the Annual Financial Report has been submitted. The committee will work on this to be submitted by the due date. Soror Alisha Moore submitted a report that is on file.

**May Week:** Soror Whitney McDowell-Robinson reported that May Week will begin on Sunday, May 5, 2024, and will end on Saturday, May 11, 2024. The scheduled activities are as follows:

- Sunday, May 5 (Sunday Fellowship)
- Tuesday, May 7 Economic Development/International Awareness & Involvement)
- Thursday, May 9 (Educational Development/Social Action/Political Awareness & Involvement
- Saturday, May 11 (Community Event: Physical and Mental Health/Membership Services) The chapter will partner with Brenau.

Soror Witney McDowel-Robinson is seeking to add at least one more member to the May Week Committee. Once the final committee member is added, a finalized schedule will be shared for chapter approval. Soror Whitney McDowell-Robinson submitted a report that is on file.

**Nominating:** In the absence of the committee chair, Soror Vallorie Coley read the following names of members who desire to seek an office or position. They are as follows:

President.....	Sheriah Johnson
First Vice President.....	Denise Arnold
Second Vice President.....	Vacant
Recording Secretary.....	Vacant
Corresponding Secretary.....	Vacant
Financial Secretary.....	Vacant
Treasurer.....	Whitney McDowell-Robinson
Chair, Nominating Committee.....	Vacant
Nominating Committee Member.....	Vacant
Nominating Committee Member.....	Vacant
Chair, Internal Audit Committee.....	Alicia Moore

**Policies and Procedures:** Soror Vallorie Coley reported that the committee did not receive any policies and procedures recommendations from chapter members, The committee will still look at needed revisions to present to the chapter. In the Exec Check Call meeting on January 16, 2024, Soror Sabrina Polote of Scholarship and Standards announced that enhanced policies and procedures templates will be rolled out during the 2024 regional conference cycle. There will be an alumnae version and a collegiate version. Soror Vallorie Coley read the motions and recommendations that pertain to the policies and procedures that were taken from the 2022-2024 meeting minutes. Soror Vallorie Coley submitted a report that is on file.

**Scholarship:** Soror Audrey Simmons reported that the 2024 Scholarship Flyer is posted on the chapter’s website. The flyer was sent to churches and high schools located in the service areas on Thursday, February 1, 2024. She relayed that the committee did not receive any high school graduating senior applicants for



the chapter’s scholarships for children of chapter members. Soror Audrey Simmons asked for chapter members to review information concerning scholarships for children of chapter members that is in the policies and procedures document. Soror Audrey Simmons submitted a report that is on file.

**Technology:** Soror Melanie Floyd asked for sorors to contact her if slides are needed for a presentation at the chapter meetings. Submit newsletter articles by mid-February. The newsletter will go out in March.

**Unfinished Business**

- Soror Deborah Washington posed a question concerning the requirements for chapters to have membership intake. Soror Sheriah Johnson shared the decision made by the regional director, which was not enough members met the requirements to be on the Minerva Circle.

**New Business**

- There was no new business.

**Announcements**

- Athens Alumnae Chapter will have a Founders Day Celebration on March 9, 2024, at 11 a.m. Tickets are \$55. The flyer is posted in BAND.
- Soror Shirley Vereen’s daughter, Dr. Shanda Vereen, was honored at the McKnight Fellowship PHD Jacket Ceremony on February 11, 2024. The McKnight Fellowship is a Florida-based scholarship program that pays for doctoral studies for African Americans and Hispanics.
- Please keep chapter charter member Soror Gwendolyn Morris in prayer concerning the passing of her brother Adam Morris.
- Chapter members will pass out gas cards within the community after the meeting for Randum Acts of Kindness Day.

**Adjournment**

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 11:28 a.m.  
**SECOND:** Soror Patricia Lee **ACTION:** Motion carried with no opposition.

Soror Sheriah Johnson closed the meeting and proceeded with the ritualistic closing.

Respectfully submitted,

\_\_\_\_\_  
Vallorie Coley, Recording Secretary

**APPROVED:**

\_\_\_\_\_  
**Sheriah Johnson, President**

**DATE:**