

HALL COUNTY ALUMNAE CHAPTER
Delta Sigma Theta Sorority, Inc.
Meeting via Zoom
Minutes of the May Executive Board Meeting
Held on Tuesday, May 14, 2024

Attendance: Denise Arnold, Vallorie Coley, Kenya Ficklin, Melanie Floyd, Erica Glenn, Natasha Izard, Avery Johnson (Mitchell), Sheriah Johnson, Whitney McDowell-Robinson, Alisha Moore, Francina 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 7:03 p.m.

Meditation: Soror Sheriah Johnson gave the meditation.

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

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

OFFICERS REPORTS

President's Message: Soror Sheriah Johnson welcomed members to the last executive board meeting for this sorority year. Soror Sheriah Johnson relayed the following information from the **Executive Committee Call** that was held on April 16, 2024.

- **Collegiate Update (Soror Jailyn Martin):** The update concerned information for collegiate chapters.
- **Regional Updates (Soror Amaris Johnson):** Be on the lookout to receive regional conference communication within the next couple of weeks. There are several outgoing officers and Past National Presidents to celebrate and recognize. Alumnae chapters are asked to **donate \$150 for gifts** and collegiate chapters \$100. **The Dreams of the South Jacket and Necklace** order deadline has been extended. Soror Amaris Johnson is asking members to wear the necklace to the regional conference and to wear the jacket during the fall cluster cycle. The shipment of jackets will begin after April 1, 2024, for the ones that are not customized. For customized jacket orders, members should receive an email to acknowledge customization. Shipping will not happen until the order is acknowledged.
- **National Scholarship and Standards Committee (Soror Sabrina Polote):** It is compliance season. The committee has put together a **compliance how to guide**, which gives officers tips and tricks for each of the forms one must complete for compliance. The information is posted in the Compliance Hub. The **operation agreement** is now a fillable form. Once the form has been signed and sent to National Headquarters, a receipt of confirmation will be sent to keep it on file. The Scholarship and Standards Committee wants to make sure chapters include the **policies and procedures amendments** only if the chapter has voted on any amendments. If there are no amendments, submit most recently approved policies and procedures only. The template will be updated during the regional conference cycle. Next year's submission will be on the new template. **The compliance deadline is June 30, 2024.** The committee recommends that chapters submit compliance information by May 31, 2024.
- **National Finance Committee (Soror Toni Johnson):** The **Annual Financial Report (AFR)** and the **Internal Audit Report (IAR)** were due on February 28, 2024, for the short year. Fiduciary forms

will be due by June 30, 2024. The forms are in the Compliance Hub. The Red Zone needs to be checked for any alerts related to the AFR and the IAR. Soror Amaris Johnson reminded everyone that compliance letters will not be sent. Check the report in the Red Zone for green check marks. If all check marks are not green, the chapter is not in compliance. This means the chapter cannot proceed with any activities.

- Regional Nominating Committee (Soror Candi Arthur): The **regional slate of candidates** is out. There are some vacant positions. A 60-day campaign period is implemented for all regions. Candidates were allowed to start campaigning on May 6, 2024, at 12 noon EST. A **virtual candidate forum** will be held on May 30, 2024, at 9 p.m. The slate of candidates is posted below.

Regional Director

Amaris L. Johnson, Tallahassee Alumnae Chapter

Regional Representative

Jada Crockett, Xi Alpha Chapter (Georgia Institute of Technology)

Noel Seymour, Upsilon Zeta Chapter (University of the Bahamas)

Member, National Finance Committee:

Vacant

Member, 2025 National Nominating Committee

Katrina Boyette Myricks Madison County (MS) Alumnae Chapter

Martha S. Lue Stewart Orlando Alumnae Chapter

Susan Vanderbilt Nashville Alumnae Chapter

Chair, 2026 Regional Nominating Committee

Sandra Miles Palm Coast Flagler County Alumnae Chapter

Tremetra Williams West Palm Beach Alumnae Chapter

Member, 2026 Regional Nominating Committee (3 Alumnae Positions)

Kelley Bolden Bailey Tallahassee Alumnae Chapter

Petula Gomillion Hinesville Alumnae Chapter

Nichole Ross Douglas-Carroll-Paulding Counties Alumnae Chapter

Member, National Finance Committee

Vacant

Collegiate Member, 2026 Regional Nominating Committee (1 Collegiate Position)

Vacant

- Communications and Public Relations (Soror Altoría White): Statistics from August 1, 2023 – April 14, 2024, were given for the regional social media presence of Facebook and Instagram. There is a lot of traction on social media. The **digital Southern Regional Conference Souvenir Journal prices** are as follows: full page \$1,000, half page \$500, Fortitude Patron \$100 (individuals' names listed), Regional Director Queen of Diamonds Club \$1000 (name on website, VIP seating, special designation on badge, jacket, invitation to meet and greet with RD, banner recognition, early access registration for soror and guest for the sorority year. There are 100 of these memberships available.
- Ritual and Ceremonies Committee (Soror Janice Harris): **T.H. Stemper Company** in Wisconsin is the official vendor to purchase official ceremonial properties. Chapters must reach out to them directly to get the catalog.
- Teachable Moment: Collegiate sorors at the University of Tennessee at Martin (UT Martin) made a presentation concerning sorority branding.

- Gifts for Outgoing Regional Officers: The chapter voted at the April 2024 meeting to donate \$150 for gifts.
- Georgia Mountain Foodbank Presentation: Soror Sheriah Johnson, Soror Denise Arnold and Soror Erica Glenn presented a check to representatives of the Georgia Mountain Food Bank. The check funds were collected from the 2024 Georgia State Cluster. Even though it took a while to get the check to the organization, the donation was very much appreciated. The **donation of \$3,000** will provide 15,000 meals for Hall County and Forsyth County. A partnership with the organization is expected to continue.
- Souvenir Journal Digital Ad: The deadline to purchase the ad has been extended to June 1, 2024. A full-page ad is \$1,000, and a half-page ad is \$500. Soror Alisha Moore proposed a motion to purchase a half-page ad for \$500. The motion was not considered by the executive board.
- Committee Chair Application Process: Please be on the lookout for **committee chair applications**. For the upcoming term, Soror Sheriah Johnson will send out a link with instructions for the application. The deadline for submission for sorors interested in serving as a committee chair will be included also.

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

First Vice President/Membership Services (Hospitality and Courtesies): Soror Denise Arnold gave information concerning the Membership Services Committee Reclamation Program. The Joy in Our Sisterhood Awards will be given out at the May 2024 chapter meeting. Superior Performance and Outstanding Tenacity (S.P.O.T.) Awards' nominations are due to Soror Denise Arnold by Thursday, May 16, 2024, as well as the names of recipients for committee certificates.

Second Vice President/Program Planning and Development: Soror Erica Glenn relayed that the committee plans to keep the following standing events: Salvation Army Red Kettle Campaign, Adopt-a-Family with a Twist, Thanksgiving Food Prep, Read Across America, Go Red for Women, MLK events, etc. The committee will revisit Christmas on Green Street. Two empowerment days will be planned for Hall County and Forsyth County. Juneteenth is scheduled for June 15, 2024.

Corresponding Secretary: Soror Vallorie Coley reported that a thank-you card was received from Soror Christy Johnson-Borders. Soror Vallorie Coley read the card's message. All regional and national correspondence is sent to each member via email. Soror Vallorie Coley submitted a report that is on file.

FINANCIAL REPORTS

Financial Secretary: In the absence of the financial secretary, Soror Sheriah Johnson presented the financial secretary's report covering the period April 1, 2024 – April 30, 2024. Soror Jasmine Mays submitted a report that is on file. The report is posted on the chapter's website under financial documents.

Treasurer: Soror Whitney McDowell-Robinson reported the operating account beginning balance, a wire deposit, an expense, and ending balance that covered the period April 1, 2024 – April 30, 2024. Soror Vallorie Coley inquired about the total cost for the Extra Space Storage. The March 2024 treasurer's report reflects that \$208.88 was reimbursed to Soror Denise Arnold for a monthly fee and chapter properties. Soror Vallorie Coley asked for the actual monthly fee in that the April 2024 treasurer's report reflects that \$621 was paid for the remainder of the annual fee. Soror Denise Arnold will check her records to give the actual total annual fee amount, including insurance to share later. Soror Whitney McDowell-Robinson submitted a report that is on file. The report is posted on the chapter's website under financial documents.

STANDING COMMITTEE REPORTS

Arts and Letters: Soror Melanie Floyd reported that she submitted a budget request of \$1,000 to the treasurer for remainder-of-the-year activities. Soror Sheriah Johnson asked to be copied on the budget request submission. The committee is considering an event for the film *The Supremes at Earl's All-You-Can-Eat*. Soror Denise Arnold shared that the Membership Services Committee is preparing a venue directory.

Budget and Finance: Soror Whitney McDowell-Robinson reported that the committee met and discussed a consideration of investments of chapter funds.

MOTION: Soror Whitney McDowell-Robinson moved on behalf of the Budget and Finance Committee to recommend an investment of \$10,000 into a seven-month certificate of deposit (CD) at the rate of 4.5% at SouthState Bank. **SECOND:** N/A **ACTION:** Motion carried nine (9) in favor; Zero (0) opposed.

Communication and Public Relations: Soror Melanie Floyd reported the following social media statistics for the chapter's social media platforms.

- **Facebook: 1.6K Followers**
Reach: 653 (+18% from previous 28 days)
Engagement: 149 (+192% from previous 28 days)
Net Followers: 4 (-43% from previous 28 days)
- **What People Like: Pictures of Members**
Women: 73.8%, Men: 26.2%
US: 1.6K, Ghana: 2, Nigeria: 2, Brazil: 1, Atlanta: 127, Macon: 58, Birmingham: 52, Gainesville: 42
- **Instagram: 847 Followers**
April 14 through May 13: 190 accounts reached 23.7%, 36 accounts engaged 35.7%
HCAC Instagram Username: hallcountyalumnaedst

Soror Melanie Floyd submitted a report that is on file.

Economic Development: A report was not presented.

Educational Development: A report was not presented.

Emergency Response: Soror Melanie Floyd suggested offering a CPR class for the chapter. The class will cost \$50 or \$60 per participant. Soror Melanie Floyd will post a survey in BAND as suggested by Soror Sheriah Johnson to get an account of interest for the class.

Fundraising: Soror Sheriah Johnson relayed that the final report was given at the April 2024 chapter meeting.

Heritage and Archives: A report was not presented.

Internal Audit: Soror Alisha Moore reported that the Q1 Audit is due in the Red Zone by June 1, 2024.

International Awareness and Involvement: A report was not presented.

Nominating: A report was not presented.

Physical and Mental Health: A report was not presented.

Policies and Procedures: A report was not presented.

Protocol and Traditions: Soror Alisha Moore expressed that she would like to give a review of Delta's Protocol and Traditions to help remind members of certain guidelines before attending the regional conference. Soror Sheriah Johnson advised Soror Alisha Moore to give her review as a teachable moment at the May 2024 chapter meeting.

Ritual and Ceremonies: Soror Sheriah Johnson reminded members of the Installation of Chapter Officers Ceremony that is scheduled for May 20, 2024. Soror Sheriah Johnson will meet with Soror Deborah Washington, the Ritual and Ceremonies Chair, to go over information concerning the ceremony.

Risk Management: A report was not presented.

Scholarship: In the absence of the committee chair, Soror Vallorie Coley read the report. The report reflected the following: As reported during the April 2024 chapter meeting, none of the scholarship applicants completed the requirements designated in the application by the Friday, April 19, 2024, deadline. The committee members met and agreed that to maintain integrity with the scholarship process, it is imperative that the chapter abides by the requirements previously established and approved for the scholarship. Therefore, the application deadline was not extended. Soror Audrey Simmons submitted a report that is on file.

Social Action/Political Awareness and Involvement: Soror Sheriah Johnson noted an initiative for sorors to register to get training as a volunteer for a voter registration drive. She relayed also that early voting information for Hall County and Forsyth County is posted on the chapter's social media accounts. Soror Sheriah Johnson will meet later with Soror Kenya Ficklin, the committee chair.

Technology: A report was not presented.

SPECIAL COMMITTEE REPORT

May Week: Soror Whitney McDowell-Robinson thanked members for showing up and donating supplies to the Gainesville High School HUB and the North Georgia History Center for the May Week activities. A \$100 donation was given to Brenau University's Miller Institute for Global Education. Soror Whitney McDowell-Robinson noted the mishap of the Zoom presentation concerning Athens Street and the 129 South Corridors. There were 41 Zoom participants.

Unfinished Business

- There was no unfinished business.

New Business

- There was no new business.

Announcement

- Soror Sheriah Johnson will send an email to members from Brandon Evans, the Gainesville City Schools Mentor Coordinator, which will have information about the mentorship program. The first training for the RED Mentoring Program is scheduled for July 11, 2024. A link to register for the training is in the email.

Adjournment

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 8:37 p.m.
SECOND: Soror Alisha Moore **ACTION:** Motion carried with no opposition.

Respectfully submitted,

Vallorie Coley, Recording Secretary

APPROVED: _____
Sheriah Johnson, President

DATE: _____

DRAFT