

HALL COUNTY ALUMNAE CHAPTER
Delta Sigma Theta Sorority, Inc.
Meeting via Zoom
Minutes of the September Executive Board Meeting
Held on Tuesday, September 10, 2024

Attendance: Denise Arnold, Vallorie Coley, Sue Davis-Westmoreland, Melanie Floyd, Erica Glenn, Sheriah Johnson, Barbara Livingston, Whitney McDowell-Robinson, Alisha Moore, Audrey Simmons, 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 7:01 p.m.

Meditation: Soror Deborah Washington 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 gave her report as the voting delegate for the Southern Regional Conference that took place in Nashville, TN on July 4-7, 2024. She presented detailed information concerning plenary sessions, credentials reports, a Chapter Retirement Ceremony, State of the Region messages, and the Southern Region elections results. Soror Sheriah Johnson reported the following information from the Exec Check meeting that occurred on August 20, 2024.

- Soror Courtney Winn-Hamilton filled in for Soror Amaris Johnson.
- **Collegiate Update:** Soror Noel Seymour gave the collegiate update.
- **National Finance Committee:** Soror Toni Johnson reported that she and Soror Chante Obazee are still in transition. The 2023 short year Annual Financial Report (AFR) is closed and will not be reopened. It was due by February 28, 2024. If chapters are still missing this for compliance, they need to complete the template and send it to the National Treasurer and copy Soror Chante Obazee.
 - FY 2025 dues cover January 1, 2025 – December 31, 2025.
 - Dues payable period (national and local dues) is July 1, 2024 – September 30, 2024.
 - Late fees period (\$10) is October 1, 2024 – December 31, 2024.
 - Reinstatement fees are (\$15 or \$30) if non-financial or submitted after January 1, 2025.
 - Dues must be submitted via eCheck in the Red Zone within 30 days of receipt (no wire transfers or direct deposits).
 - 2025 Corporate Fees Payable Period: Liability and bonding insurance, national and regional corporate fees are due by September 30, 2024. This covers January 1, 2025 – December 31, 2025.
 - Invoices have been released and can be found in the RedZone portal and payable in the RedZone portal by eCheck.
 - Budgets for FY 2025 must be approved by December 31, 2024.
- **Membership Intake:** Soror Bethaney Coleman Willis relayed that an email communication was sent out on August 17, 2024, with essential information regarding membership intake voting. Chapters must be mindful of requirements and deadlines. All membership intake activities are required to be

face to face. This includes trainings. Training must be completed by January 10, 2025, for fall and spring intake. The alumnae chapter vote must be submitted in the Hub by September 22, 2024. 11:59 p.m. EST.

- **Communication and Public Relations:** Soror Dominga Gardner reported that information about the presidential election will be posted on the region's social media accounts. She encouraged everyone to share, like, and comment on the accounts. The Southern Region Hub for Facebook and Instagram is a new way to connect, share experiences and support one another. The committee is working on a TikTok account with instructions for the use of chapters. There is a request for chapter information, i.e., website, social media handles and logos. The deadline to submit is August 30, 2024. A new distribution list will be started.
- **Social Action:** Soror Alfreda Coward spoke about Fortitude on the Frontlines and the importance of registration, education, mobilization, and protection. Look for Super Tuesday videos coming every week. A countdown calendar will be released.

Soror Sheriah Johnson shared that new chapter email boxes have been created. In support of the chapter's branding initiatives, we are moving from Gmail to standard chapter email addresses with uniform signature blocks. The mailbox addresses will be posted in the members only section on the chapter website. Soror Sheriah Johnson submitted a detailed report that is on file.

First Vice President/Membership Services (Hospitality and Courtesies): Soror Denise Arnold invited everyone to the Sisterhood Workshop Day that is scheduled for Sunday, September 29, 2024. Service begins at 9:45 a.m. The attire is red. A self-pay brunch will take place at Kelley's Tavern and Grill in Gainesville after the service. The Membership Services Committee (MSC) will host the annual Thanksgiving catered luncheon after the November chapter meeting. The cost is \$20 per person. There is no cost for non-financial sorors. RSVP and make payments by November 3, 2024. The annual Reclamation Challenge will be followed by the same rules. The same criteria for the Joy in Our Sisterhood Award will be followed as well. The criteria chart will be presented at the September chapter meeting.

Second Vice President/Program Planning and Development: Soror Erica Glenn gave a review of the chapter calendar for September 2024 through October 2024, and highlighted the following:

- September 14, 2024: D9 Coalition GOTV Block Party for Voter Registration and Mobilization
- September 29, 2024: Sisterhood Worship Day at First Baptist on MLK
- October 19, 2024: Chapter Risk Management Orientation

The committee has been working on solidifying participants for the chapter's Impact Day that will be held on November 2, 2024, at the Gainesville High School HUB. The focus will be on empowering our communities with knowledge regarding wills, estate planning, etc. Soror Erica Glenn relayed that once all Five-Point Programmatic Thrust chairs are in place, the committee's meeting schedule will be planned for the year. Soror Erica Glenn submitted a report that is on file.

Corresponding Secretary: Soror Deborah Washington reported that the following items were received from the post office box: campaign literature from Dr. Kelley Bailey, candidate for Regional Nominating Committee; a thank-you note from Dr. Kelley Bailey for her campaign win; and an invitation to become a sponsor of the Gainesville High School Big Red Theatre Booster organization.

FINANCIAL REPORTS

Financial Secretary: Soror Barbara Livingston presented the financial secretary's report covering the periods July 1, 2024 – July 31, 2024, and August 1, 2024 – August 31, 2024. Soror Barbara Livingston submitted reports that are on file. The reports are posted on the chapter's website under financial documents.

Treasurer: Soror Whitney McDowell-Robinson reported the operating account beginning balances, expenses, and ending balances that covered the periods May 1, 2024 – May 31, 2024, June 1, 2024 – June 30, 2024, July 1, 2024 – July 31, 2024, and August 1, 2024 – August 31, 2024. It was noted that the fundraising account of \$100.12 should be \$100.14. Soror Whitney McDowell-Robinson will make the correction in the September treasurer's report by adding the two cents. Whitney McDowell-Robinson submitted reports that are on file. The reports are posted on the chapter's website under financial documents.

STANDING COMMITTEE REPORTS

Budget and Finance: Soror Whitney McDowell-Robinson reported that the committee met in August and in September. The 2025 Budget Request Form is live. The form will go out to committee chairs and officers. A vote for the chapter budget will take place in November. The committee will clear up the 2024 budgeted items to present at the October EB meeting. Currently, there has not been an investment into a certificate of deposit.

Fundraising: Soror Denise Arnold reported that the Fundraising Committee is recommending a Double Good Popcorn Fundraiser for October 10, 2024, beginning at 5 p.m., and ending on October 14, 2024, at 5 p.m. The goal is \$12, 000.

MOTION: Soror Denise Arnold moved by recommendation of the Fundraising Committee to host a Double Good Popcorn Fundraiser beginning on October 10, 2024, at 5 p.m. and ending on October 14, 2024, at 5 p.m. **SECOND:** N/A **ACTION:** Motion carried six (6) in favor; Zero opposed.

Nominating: Soror Sheriah Johnson relayed that nominations for the positions on the Minerva Circle are conducted by the elected Nominating Committee of the chapter. The chapter president/presiding officer calls for the nominations from the floor. This will occur at the September 21, 2024, chapter meeting.

Policies and Procedures: Soror Vallorie Coley reported that all committee chairs were sent an email on September 10, 2024, concerning the timeline for Chapter Policies and Procedures updates and approval, which follows:

- September 10, 2024: The Policies and Procedures Committee invites the Executive Board to begin submitting proposed changes.
- September 21, 2024: The Policies and Procedures Committee invites the chapter to begin submitting proposed changes.
- December 21, 2024: Proposed amendments are due.
- January 2025 and February 2025: The Policies and Procedures Committee meets to review and prepare all proposed amendments.
- March 11, 2025: The Policies and Procedures Committee reviews and discusses proposed amendments at the Executive Board meeting.
- March 15, 2025: The Policies and Procedures Committee reviews and discusses proposed amendments at the chapter meeting.
- April 16, 2025: All proposed amendments will be posted on the website.
- May 7, 2025: The 10-day written notification to vote on the proposed amendments to the Chapter Policies and Procedures will be emailed.
- May 17, 2025: Chapter members vote on the proposed amendments.

Soror Vallorie Coley relayed that all policies and procedures documents that are needed for the

amendment process are posted on the chapter's website. Soror Vallorie Coley submitted a report that is on file.

Social Action/Political Awareness and Involvement: Soror Erica Glenn reported that the chapter is partnering with the D9 organization for the GOTV event. Set up is at 10 a.m. in the St. John Baptist Church parking lot. The event will take place on Saturday, September 14, 2024, at 11 a.m. – 3 p.m. Speakers have been invited from both political parties. Stroll to the Polls will be in conjunction with the D9 Coalition either on Saturday, October 19, 2024, or on Saturday, October 26, 2024, at 10 a.m. – 2 p.m. Members of the committee have been attending community meetings with the Newtown Florist Club concerning voting. Soror Erica Glenn shared that the chapter plans to adopt the Fair Street Polling Center during early voting. Details are forthcoming. Voting statistics were given about the location. The November 5, 2024, general election early voting hours and locations for Hall County and Forsyth County were noted. The committee is asking members to wear their Delta Go Vote shirt.

SPECIAL COMMITTEE REPORT

Elections: Soror Sheriah Johnson relayed that an Elections Committee will oversee the election of the Minerva Circle. She will appoint the Elections Committee on the day the chapter votes to proceed or not to proceed with the Membership Intake Process. Standard qualifications for the election of members to the Minerva Circle are in the Administrative Procedures for Membership Intake document.

The electronic poll to proceed with Membership Intake for the 2024-2025 sorority year resulted in nine (9) yes, and one (1) no.

Minerva Circle: Soror Sheriah Johnson noted that upon election, the Minerva Circle is a special committee for the purpose of implementing the Membership Intake Process. At the conclusion of the intake process, the committee is dissolved.

Unfinished Business

- There was no unfinished business.

New Business

- **Membership Intake:** At the September 21, 2024, chapter meeting, a viewing of the mandatory video “Preparing for Membership Intake - Ready to Vote” will take place. Afterwards, members will take the vote on whether to proceed or not to proceed with membership intake. The chapter shall open the floor for nominations of the Minerva Circle at this meeting. A 10-day notification will be sent by September 11, 2024.
- The chapter shall elect the members of the Minerva Circle at the next chapter meeting or a call meeting with a 10-day notification

Announcement

- The chapter photo will be taken prior to the chapter meeting on September 21, 2024, at 9 a.m. The location is to be determined. An update will be sent via email and on BAND. The attire is black with the chapter scarf.

Adjournment

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 8:20 p.m.
SECOND: Soror Alisha Moore **ACTION:** Motion carried with no opposition.

Respectfully submitted,

Vallorie Coley

Vallorie Coley, Recording Secretary

APPROVED: *Sheriah Johnson*

President

DATE: 10/8/2024