

HALL COUNTY ALUMNAE CHAPTER  
Delta Sigma Theta Sorority, Inc.  
Meeting via Zoom  
Minutes of the October Executive Board Meeting  
Held on Tuesday, October 8, 2024

**Attendance:** Denise Arnold, Vallorie Coley, Kenya Ficklin, 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 7:02 p.m.

**Meditation:** Soror Deborah Washington gave the meditation.

**Adoption of Agenda:** The agenda was approved by the results of the following:

**MOTION:** Soror Alisha Moore moved to add Internal Audit on the agenda. **SECOND:** Soror Deborah Washington **ACTION:** Motion carried with no opposition.

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

**OFFICERS REPORTS**

**President’s Message:** Soror Sheriah Johnson gave an update of the September 2024 Exec Check as follows:

- Collegiate Update: Soror Noel Seymour gave the collegiate update.
- National Finance Committee: Soror Toni Johnson, the immediate past member of the National Finance Committee, relayed that the 2024 Annual Financial Report (AFR) template is on the website and is due by February 28, 2025. The 2025 dues payable period is July 1, 2024 – September 30, 2024. A late fee (\$10) is applied after October 1, 2024. A reinstatement fee (\$15 or \$30) is applied after January 1, 2025. Dues must be submitted via eCheck in Red Zone. The 2025 Corporate Fees are due by September 30, 2024. All chapters have been invoiced.

**Sample Chapter Budget Timeline**

MONTH	ACTION
August	Budget requests are due to the Budget and Finance Committee from chairpersons.
September/October	The Budget and Finance Committee meets to develop and document budget recommendations for review and consideration for approval.
October/November	Budget(s) for the ensuing year (2025) are presented at the Executive Board meeting approval.
October/November	Budget(s) for the ensuing year (2025) are presented at the chapter meeting for approval.

**Important Note:** The 2025 Chapter Budget must be approved by November 30, 2024. If no budget is in place by January 1, 2025, the chapter will not be able to function.

- **Social Action Committee:** Soror Amaris Johnson presented in the absence of Soror Alfreda Coward, the chair of the committee. The Social Action team put together the “do something” initiative for the region, encouraging chapters and sorors to repost and reshare. Soror Amaris Johnson reminded sorors to go through the elections do’s and don’ts. She encouraged everyone to download the frame Fortitude on the Frontline.
- **Membership Intake:** Soror Bethaney Coleman Willis, the Region MI Coordinator, shared that the Membership Intake Fireside Chat is scheduled for September 24, 2024, at 8 p.m. EST. This event will help to manage expectations for membership intake.
- **Advisor Roles:** Soror Lessie Lyttle gave an update on advisor roles, the council, and requirements.
- **Communications and Public Relations:** Soror Dominga Gardner asked sorors to like, comment, and share social media communications. Use the hashtags #SRDST, DST1913, SRDOSOMETHING, and FORTITUDEONTHEFRONTLINE. Join the Southern Region Hub. There are about 500 members now. This is only for the Southern Region members (Facebook, IG, and Tik Tok). DST vote signs are available for download and printing for each state. Sorors are encouraged to take pictures and post on social media pages.
- **DST2 (Developing Sisters and Dismantling Sanctions Together):** A chapter that has had a disciplinary action or issue will be featured each month to help others learn preventive measures. The Tau Epsilon Chapter gave a presentation titled “Lessons in Accountability: The Journey through Adversity and Redemption.”

Soror Sheriah Johnson shared that Georgia chapters received an invitation from Soror Candace J. Delaine, the State Social Action Coordinator, regarding participation in the Voter Engagement Forum / Texas - Georgia joint webinar. The joint webinar is scheduled for October 21, 2024, at 8 p.m. – 10 p.m. EST. Soror Sheriah Johnson shared the purpose of the joint webinar, the target audience, talking points, etc. Soror Sheriah Johnson relayed the announcement about the first ever member benefits program, Delta P.E.R.K.S. The benefit will offer financial members exclusive online deals and discounts on everyday and luxury products. The service is now active and available for access from the national website.

Soror Sheriah Johnson shared that Soror Amaris Johnson, the Southern Regional Director, will send out notices for membership intake in a couple of weeks.

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

**First Vice President/Membership Services (Hospitality and Courtesies):** Soror Denise Arnold stated that her report is the same as last month. She thanked sorors for attending the Sunday Workshop Service at First Baptist on MLK. Three sorors have been reclaimed.

**Second Vice President/Program Planning and Development:** Soror Erica Glenn gave an update on the calendar of events for October 2024 through December 2024. The Chapter Risk Management Orientation will be given at the October chapter meeting. Impact Day is scheduled for November 2, 2024. Set-up time is 9 a.m. at the Gainesville High School HUB. Soror Erica Glenn asked for members to post and pass out the Impact Day flyers, which will be distributed at the October chapter meeting. Committee chairs under the Five-Point Programmatic Thrust will meet each Tuesday. The meeting time is TBD. Soror Sue Davis-Westmoreland is recruiting committee members for the Physical and Mental Health Committee. Soror Lisa Williams is making plans for the Economic Development Committee to have a small business meet-and-greet. The Gainesville Salvation Army Red Kettle Campaign for the chapter is scheduled for Saturday, December 14, 2024, at 10 a.m. – 2 p.m.

**Corresponding Secretary:** Soror Deborah Washington received from the post office box a postcard from Building Bridges for America with voting information.

## FINANCIAL REPORTS

**Financial Secretary:** Soror Barbara Livingston presented the financial secretary's report covering the period September 1, 2024 – September 30, 2024. Soror Denise Livingston submitted a report that is on file. The report is posted on the chapter website under financial documents.

**Treasurer:** Soror Whitney McDowell-Robinson presented the general funds account and fundraising account that included transfers, deposits, expenses, other transactions, and balances that covered the period September 1, 2024 – September 30, 2024. Soror Whitney McDowell-Robinson submitted a report that is on file. The report is posted on the chapter website under financial documents.

## STANDING COMMITTEE REPORTS

**Budget and Finance:** Soror Whitney McDowell-Robinson reported that the committee met on October 6, 2024. The committee meetings are held on the first Thursday of each month. Soror Sheriah Johnson asked Soror Whitney McDowell-Robinson to make edits to the Budget and Finance report before presenting.

**Communications and Public Relations:** Soror Sheriah Johnson reported that Soror Melanie Floyd is working on the *Down the Hall Newsletter* for the fall publication. A deadline for submissions will be given later.

**Fundraising:** Soror Denise Arnold shared that Soror Simone Hand has developed a new fundraiser that involves selling handbags. The bag can be sold to non-financial sorors. The bag price is \$135. The retail value can be \$150 or \$165 for a larger profit. The chapter can keep the difference. Soror Denise Arnold stated that the fundraiser will not generate enough money for our chapter.

**Nominating:** Soror Kenya Ficklin relayed the following report. At the September 21, 2024, chapter meeting, Soror Patricia Lee read the standard qualifications for the election of members to the Minerva Circle. The Call for Nominations resulted in the following:

- Leader of the Minerva Circle: Soror Denise Arnold by virtue of elected office
- Nine Jewels (Only eight (8) sorors eligible): Soror Vallorie Coley, Soror Erica Glenn, Soror Whitney McDowell-Robinson, Soror Alisha Moore, Soror Audrey Simmons, Soror Shirley Vereen, Soror Deborah Washington, and Soror Lisa Williams
- Keeper of the Muses and Graces: Soror Deborah Washington
- Convener of the Odyssey Experience: Soror Whitney McDowell-Robinson, Soror Alisha Moore (Two (2) sorors running for the same position)
- Chapter President: Soror Sheriah Johnson by virtue of elected office
- Financial Secretary: Soror Denise Livingston by virtue of elected office
- Technology Chair: Soror Melanie Floyd by virtue of appointed position

The election of the Minerva Circle will be held at the chapter meeting on October 19, 2024. The 10-day notification has been sent.

**Risk Management:** Soror Audrey Simmons shared that the presentation of the Chapter Risk Management Orientation will be given at the chapter meeting on October 19, 2024.

**Social Action/Political Awareness and Involvement:** Soror Erica Glenn relayed that the DST yard signs will be given out at the October meeting. Stroll to the Polls will be held in conjunction with the D9 Coalition on October 19, 2024, at 1 p.m. – 4 p.m. The destination is the Gainesville Civic Center voting precinct. Soror Erica Glenn asked for members to be on the lookout for phone banking opportunities or text banking via the BANDS. The chapter plans to adopt the Fair Street Neighborhood Center voting precinct for election day. Details are forthcoming.

**Internal Audit:** Soror Alisha Moore shared that the correct check request form must be used. The internal audit reflects that the chapter is in compliance.

**SPECIAL COMMITTEE REPORT**

**Elections:** Soror Vallorie Coley read the report that was taken from the Administrative Procedures for Membership Intake, September 2024. The election of the Minerva Circle is by secret ballot and members of the Minerva Circle are determined by a majority vote of chapter members present and voting. The newly elected Minerva Circle will meet to determine which Jewel positions the members elected as a Jewel will represent during the Membership Intake Process.

**Unfinished Business**

- There was no unfinished business.

**New Business**

- There was no new business.

**Announcement**

- There were no announcements.

**Adjournment**

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 7:58 p.m.  
**SECOND:** Soror Alisha Moore **ACTION:** Motion carried with no opposition.

Respectfully submitted,

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Vallorie Coley, Recording Secretary

**APPROVED:** \_\_\_\_\_  
**President**

**DATE:** \_\_\_\_\_