

HALL COUNTY ALUMNAE CHAPTER
Delta Sigma Theta Sorority, Inc.
Meeting via Zoom
Minutes of the November Executive Board Meeting
Held on Tuesday, November 12, 2024

Attendance: Denise Arnold, Vallorie Coley, Sue Davis-Westmoreland, Kenya Ficklin, Melanie Floyd, Erica Glenn, Sheriah Johnson, Denise 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 7:03 p.m.

Meditation: Soror Deborah Washington gave the meditation.

Adoption of Agenda: The agenda was approved 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 an update of the October 2024 Exec Check as follows:

- **Regional Update:** Soror Amaris Johnson spoke about the impact to our region of the last couple of storms. The storms had impacts across several regions, so the International President requested that there be a collective effort in assisting the regions. Emails were sent out for sorors affected by the storms to apply for funds that are available with DREF. More communication will be coming out on how we can support sorors locally. There are still a few outlier chapters working through financials for chapter compliance. Soror Amaris Johnson is asking that chapters send documentation to the state coordinator and copy her, so she knows if the chapter is still working with finance or audit to get events approved on a case-by-case basis.
- **National Finance Committee:** Soror Chante Obazee shared that the 2024 Annual Finance Report (AFR) template is posted on the national website. The AFR is due by February 28, 2025. The expectation is that the AFR should be 75% complete. Emails will be sent soon to set up one-on-one time to assist anyone through the AFR template if there are issues. Dues were payable for FY 2025 on July 1, 2024 – September 30, 2024. Late fees (\$10) are applied after November 1, 2024, and a reinstatement fee (\$15 or \$30) is applied after January 1, 2025. Dues are to be submitted via eCheck in the Red Zone. FY 2025 corporate fees were due by September 30, 2024. Budgets for FY 2025 are due by November 30, 2024. If the budget is not in place by January 1, 2025, the chapter will not be able to function.

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.

- **Scholarship and Standards:** Soror Sabrina Polote reported that the policies and procedures review is in progress with the expected completion date November 30, 2024. The Presidents' Webinar and Membership Intake 101 recordings are available in the member portal under National Scholarship and Standards Committee. The Nominations and Elections Webinar is scheduled for Monday, October 21, 2024. An Informz message was sent on October 10, 2024, for registration information. A follow-up webinar for the region is TBD. The
- **2025 National Nominating Committee:** Soror Katrina Myricks announced the positions available for national office and committees.

Positions Available for National Office/Committees
International President and Chair of the National Board of Directors
National First Vice President
National Second Vice President
National Secretary
National Treasurer
Chair, 2027 National Nominating Committee
Chair, National Finance Committee
Chair, National Audit and Corporate Compliance Committee
Alumnae Member, National Audit and Corporate Compliance Committee (2 Positions)

Collegiate Positions Available for National Committees
Collegiate Member, National Scholarship and Standards Committee
Collegiate Member, National Finance Committee
Collegiate Member, 2027 National Nominating Committee
Collegiate Member, National Audit and Corporate Compliance Committee (2 Positions)

- **Membership Intake:** Soror Amaris Johnson and Soror Bethaney Coleman Willis discussed myths vs. facts in relation to membership intake approval.

Myth:	Fact:
Membership intake is a right because my chapter wants to have it.	Membership intake is a privilege.
The regional director approved chapters that did not meet the Minerva Circle requirements.	Only chapters that met the Minerva Circle requirements were approved.

Survey data from chapters were used to determine membership intake. The last time the chapter had membership intake was considered also. Soror Amaris Johnson is trying to balance capacity and is looking at need versus desire or want. Chapters in Atlanta are expected to receive thousands of applications. The entire system cannot be stressed with allowing every chapter to have intake. Deadlines matter where membership intake is concerned. Sorors were reminded to stick to the facts and go back to watch the Fireside Chat webinar.

- Social Action Committee: Soror Alfreda Coward relayed that the election countdown is on. To make sure that everything can be done, use the resources from the national website. Go through elections do's and don'ts of election engagement and Get Out the Vote. Encourage everyone to download the frame Fortitude on the Frontline. Download the Delta yard signs and post cards. Eta Chapter shared a video presentation. A mark of one thousand women participated in the Georgia textathon.

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

First Vice President/Membership Services (Hospitality and Courtesies): Soror Denise Arnold reminded members of the **Thanksgiving Luncheon** that will take place after the November chapter meeting. Twenty sorors have paid for the luncheon. If sorors have not paid yet and plan to attend, send an email to notify Soror Denise Arnold. The **Reclamation Challenge** is ongoing. Committee chairs need to send Soror Denise Arnold the monthly committee meetings attendance for the **Joy in Our Sisterhood Award**. Members need to make sure that they sign in to chapter events.

Second Vice President/Program Planning and Development: Soror Erica Glenn reviewed the calendar of events for November and December, which is posted below. She stated that Impact Day was a success.

NOVEMBER	
11/2/2024	Impact Day
11/9/2024	Pre-Membership Intake DID Workshops
11/12/2024	EB Virtual Meeting 7 p.m.
11/16/2024	Chapter Meeting 10 a.m.
11/16/2024	Collection of Dues
11/16/2024	Thanksgiving Luncheon
11/23/2024	Post-Membership Intake DID Workshops
11/25-27/2025	Thanksgiving Community Feed Preparations
DECEMBER	
12/14/2024	Red Kettle Campaign 10 a.m. – 2 p.m. at Kroger
12/10/2024	EB Virtual Meeting 7 p.m.
12/21/2024	Chapter Meeting 10 a.m.
12/21/2024	Adopt-a-Family with a Twist

Soror Erica Glenn shared that Soror Sue Davis-Westmoreland would like to present a teachable moment for the Physical and Mental Health Committee at the November 2024 chapter meeting. A Sign Up Genius will be available for the Adopt-a-Family with a Twist community service activity. Sorors need to bring items for senior citizens, i.e., wipes, undergarments, etc. the International Awareness Committee would like to have a virtual event on December 1, 2024, for World AIDS Day.

MOTION: Soror Erica Glenn moved to recommend on behalf of the Program Planning and Development Committee to add World AIDS Day to the events calendar. **SECOND**: N/A **ACTION**: Motion carried seven (7) in favor; zero (0) opposed.

Soror Sheriah Johnson asked Soror Erica Glenn to send her the details for the World AIDS Day event so that she can submit an updated events calendar to the regional director.

Corresponding Secretary: Soror Deborah Washington reported that she received a bank statement from the post office box.

FINANCIAL REPORTS

Financial Secretary: Soror Denise Livingston presented the financial secretary's report covering the period October 1, 2024 – October 31, 2024. The report shows that there are 35 financial members for FY 2024, and 34 financial members for FY 2025. 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. The report shows deposits, transfers, expenses, balances, and restricted funds that covered the period October 1, 2024 – October 31, 2024. The chapter's certificate of deposit will expire in March 2025. 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 presented the proposed budget for January 1, 2025 – December 31, 2025. The report shows the total administrative expenses, the shortage/dues minus expenses, and the total restricted expenses. Soror Whitney McDowell-Robinson submitted the 2025 Proposed Budget, which is posted on the chapter website.

MOTION: Soror Whitney McDowell-Robinson moved to recommend on behalf of the Budget and Finance Committee that the 2025 Proposed Budget move forward with the understanding on interval basis to review quarterly. **SECOND:** N/A **ACTION:** Motion carried nine (9) in favor; zero (0) opposed.

Social Action/Political Awareness and Involvement: Soror Erica Glenn stated that the Program Planning and Development Committee made a one-time donation to the New Georgia Project to assist with rides to the polls on Election Day. Committee members will continue attending community meetings with the Newtown Florist Club and other non-profit organizations. Soror Erica Glenn gave the early voting statistics for African-American voters in Hall County. The chapter did not hand out water on Election Day because of location restrictions. Notify Soror Erica Glenn if you participated with other voter organizations. The information needs to be included in the Get Out the Vote (GOTV) grant report. Soror Erica Glenn thanked everyone for the GOTV initiative.

Fundraising: Soror Denise Arnold stated that the chapter voted in the October chapter meeting to have the popcorn fundraiser. A date and time need to be set for the fundraiser.

MOTION: Soror Denise Arnold moved by recommendation of the Fundraising Committee to have a Double Good Popcorn Fundraiser on Thursday, December 5, 2024, beginning at 5 p.m. through Monday, December 9, 2024, ending at 5 p.m. **SECOND:** N/A **ACTION:** Motion carried six (6) in favor; one (1) opposed.

SPECIAL COMMITTEE REPORT

Minerva Circle: Soror Denise Arnold reported that Soror Myesha Davis, the Georgia State Membership Intake Coordinator, required the Chapter President and LMC of each chapter to schedule an appointment to meet with her to create a membership intake calendar and membership intake budget. Soror Vallorie Coley expressed concern about the membership intake calendar as the Minerva Circle did not take part in

the development of the calendar. A Minerva Circle meeting will be held this evening after the executive board meeting via Zoom.

Unfinished Business

- There was no unfinished business.

New Business

- North Georgia Black Business Alliance (NGBBA) Membership: Soror Sheriah Johnson read information about the alliance and for the chapter to consider membership.

MOTION: Soror Deborah Washington moved that the chapter table the request for NGBBA membership until the second or third quarter due to budget restraints. **SECOND:** Soror Alisha Moore **ACTION:** Motion carried six (6) in favor; zero (0) opposed.

Announcement

- Proposed amendments for the Chapter Policies and Procedures are due by December 21, 2024.

Adjournment

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 8:25 p.m. **SECOND:** Soror Alisha Moore **ACTION:** Motion carried with no opposition.

Respectfully submitted,

Vallorie Coley, Recording Secretary

APPROVED: _____
President

DATE: _____