

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

**Attendance:** Denise Arnold, Vallorie Coley, Sue Davis-Westmoreland, Melanie Floyd, 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 7:04 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 from the **Exec Check of November 19, 2024**, as follows:

- **Collegiate Updates:** Soror Noel Seymour gave the updates for collegiate members.
- **Regional Updates:** Soror Amaris Johnson gave updates concerning the 2025 Renaissance of the South State Cluster registration release dates. The **Georgia State Cluster** registration release date was November 20, 2024, at 4 p.m. EST.
- **National Scholarship and Standards Committee:** Soror Sabrina Polote gave reminders concerning nominations and the election season. She is encouraging sorors to ask members to read the chapter policies and procedures, especially the duties of the **Nominating Committee**. It is important for the committee to stay abreast as to what is to occur. The committee needs to understand the duties of the elected offices and leadership positions in Article III. Article IV outlines duties and responsibilities. Committee members should understand the timeline and campaigning matters under Article IX. The Nominating Committee Chair should remind sorors of the duties and requirements. Soror Sabrina Polote plans to have a separate webinar for the region. As soon as date is scheduled, the information will be sent out. Soror Amaris Johnson reminded members to enter into the election season with good sisterly positive attitudes, and to be respectful of each other. Soror Amaris Johnson said bring one's best self to the process as chapters tend to fall out over membership intake and elections. There will also be office hours for the region to make sure everyone is all clear on roles and responsibilities. This will be a support to the webinar. Soror Sabrina Polote relayed that policies and procedures should be completed by November 30, 2024, for chapters that submitted them. Soror Amaris Johnson shared that she will still allow everyone to apply for **advisor training** during the cluster cycle, but Soror Sabrina Polote and her will do the review to select members that will be approved for training. They want to be sure to select members who are not trying to apply for resume building.
- **National Nominating Committee:** Soror Katrina Myricks shared that the **2025 guidelines for running for office** was sent out. The guidelines are located in the member portal.

**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)

**Awards and Recognition:** Soror Denise O'Connor relayed that preparations are being made at this time and the categories, etc. will be released shortly. There is a new category for **Advisory Council of the Year**. The committee wish to have a complete slate for each state and would like for collegiate and alumnae chapters to apply. Proof to substantiate evidence of responses to questions and charts must be uploaded. The application release date was November 25, 2024. Activities and programs submitted should have taken place between July 1, 2023, through June 30, 2024. There are no categories or sizes. The committee will select the best of the best. Awards will be given to one collegiate member and one alumnae member per state/or country. The submission deadline is December 21, 2024, at 11:59 p.m. EST. **2023 – 2024 Awards:** Advisor of the Year ( Collegiate), Advisory Council of the Year (Collegiate), Arts and Letters Award (Alumnae & Collegiate), Chapter of the Year (Alumnae & Collegiate), Collegiate member of the Year, Highest of Five Community Service & Partnership (Alumnae & Collegiate), Innovation in Communication & Technology Award (Alumnae & Collegiate), May Week (Alumnae)/Delta Week (collegiate), Membership Services Award (Alumnae), Outstanding Delta DEAR (alumnae), Outstanding new member (Alumnae), Social Action Trendsetter Award – Chapter (alumnae & collegiate), Social Action Trendsetter Award – Individual (Alumnae & Collegiate)

**Social Action:** Soror Alfreda Coward presented information of lessons learned and takeaways from the election concerning Republicans and Democrats. The election was not all losses. Black women were elected to Congress. Sorors were elected and re-elected during the election cycle. Issues to watch going forward are voting rights, economic justice, education, health equity, and public safety.

**DDAC Cycle 2025**

STATE	DATE	LOCATION	HOST CHAPTER(S)
Tennessee	February 17-18, 2025	Nashville, TN	Nashville Metropolitan Alumnae
Mississippi	February 24-25, 2025	Jackson, MS	Madison County alumnae
**Georgia	TBD	Atlanta, GA	Decatur Alumnae
Bahamas	April 2-3, 2025	Nassau, BS	Nassau Bahamas Alumnae
Florida	April 6-8, 2025	Tallahassee, FL	Tallahassee Alumnae
** Alabama	TBD	Montgomery, AL	Montgomery Alumnae

\*\*Pending HQ Approval

Social Action Committee Connections: Super Tuesday newsletter updates (issue focused, streamlined)

content; Social Action Chairs (need for direct engagement, redistribution of chapters' Jotform).

National Finance Committee: Soror Chante Obazee reported that **budgets** must be approved by November 30, 2024. No business should be transacted on January 1, 2025, without an approved budget. The 2024 **Annual Financial Report (AFR)** is due by February 28, 2025. Chapters should be close to completing their Excel spreadsheet that is used to start the process for the AFR. A webinar will be scheduled for the AFR sometime in December. As soon as date and time is available, communication will be sent out.

**Please note that all Exec Check recordings are emailed to chapter members.**

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

First Vice President/Membership Services (Hospitality and Courtesies): Soror Sheriah Johnson shared on behalf of Soror Denise Arnold that Founders Day information will be given at the December chapter meeting.

Second Vice President/Program Planning and Development: Soror Sheriah Johnson gave the report. A review of the events calendar for December and January will be shared at the chapter meeting. The committee meeting for December 3, 2024, was cancelled. The **Physical and Mental Health Committee**, chaired by Soror Sue Davis-Westmoreland, is planning a "Let's Get Moving" initiative that will begin on January 1, 2025. The initiative will help members focus on a healthy mind, body, and spirit for an overall physical and mental well-being. The goal is to do 10,000 steps per day, which is an equivalent of two miles per day. Use an Apple Watch or Fitbit to record hours by using Map My Run or Map My Walk app. A handout will be provided on how to download the apps and connect with the HCAC Healthy Walking Group. Under the **Economic and Development Committee**, chaired by Soror Lisa Williams, plans are made to participate in the Salvation Army Red Kettle Campaign on December 14, 2024, at Kroger on Limestone Parkway in Gainesville, Georgia, from 10 a.m. – 2 p.m. Please sign up for the event. Santa's Senior Holiday Helpers' signup has been emailed. The committee will collect and pack the items after the December chapter meeting. Delivery dates for Forsyth County will be given later. The delivery date for Hall County is on Monday, December 23, 2024. More details are forthcoming. Members are asked to sign up for at least two committees to ensure that HCAC meets the program requirements. Program chairs need to extend invitations to Soror President and the Program Planning and Development Committee Chair to program committee meetings. The next committee meeting is scheduled for Wednesday, January 8, 2025. Soror Erica Glenn submitted a report that is on file.

Corresponding Secretary: Soror Deborah Washington reported that a SouthState Bank statement from the chapter's post office box was received.

## FINANCIAL REPORTS

Financial Secretary: Soror Denise Livingston presented the financial secretary's report covering the period November 1, 2024 – November 30, 2024, which shows the general funds receipts for the current month and the year-to-date total receipts. 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 cover the period November 1, 2024 – November 30, 2024. The CD investment account was noted as well. Soror Whitney McDowell-Robinson submitted a report that is on file. The report is posted on the chapter website under financial documents.

Soror Vallorie Coley asked about the amount collected from members for the Thanksgiving luncheon that totaled \$340, and a reimbursement check to Soror Denise Arnold for \$560.96. Soror Vallorie Coley wanted to know the total cost of the luncheon and an explanation of other reimbursement checks. Soror Sheriah Johnson stated that Soror Denise Arnold can give an explanation at the December 2024 chapter meeting.

### STANDING COMMITTEES REPORTS

**Arts and Letters:** Soror Melanie Floyd suggested for the chapter to participate in the **Delta Red Carpet** event from home by watching Netflix on December 20, 2024, to see the written and directed film by Tyler Perry, *The Six Triple Eight*. The film tells the inspiring true story of the incredible and brave women of the first and only Women's Army Auxiliary Corps (WAAC) unit of color to be stationed overseas during World War II. Lieutenant Colonel Charity Adams (Earley), a Delta soror, served as the highest-ranking Black woman officer during World War II. The Arts and Letters Committee will highlight things to do in the upcoming *Down the Hall*. Soror Melanie Floyd submitted a report that is on file.

**Budget and Finance:** Soror Whitney McDowell-Robinson reported that the committee met on December 5, 2024. Soror Whitney McDowell-Robinson relayed that she has reconciled the Social Action grant. She presented a 2025 Q1 Interval Budget (January 2025 through March 2025). The interval budget indicates the total revenue, total general expenses, and total restricted expenses.

**MOTION:** Soror Whitney McDowell-Robinson moved that the Budget and Finance Committee recommends that the 2025 Q1 Interval Budget (January 2025 through March 2025) be approved for \$4,956 for general expenses. **SECOND:** N/A **ACTION:** Motion carried eight (8) in favor; Zero (0) opposed.

Soror Whitney McDowell-Robinson submitted the 2025 Q1 Interval Budget, which is posted on the chapter website under financial documents.

**Emergency Response Team:** Soror Melanie Floyd shared information concerning Seasonal Affective Disorder (S.A.D.), which she relayed is a type of depression that is provoked by seasonal change. Usually, symptoms begin in the fall or winter. The condition affects between 0.5 and 2.4 percent of people in the United States. It can be treated with medication that is prescribed by a doctor. She asked for us to get ready for the holidays by keeping our car with a full tank of gas and by being aware of our surroundings. Soror Melanie Floyd also advised us with the following: use appropriate home warming devices, not ovens or stoves; be careful with space heaters; do not overload power supplies; do not carry large sums of cash; do not flash any cash; and be careful shopping online by using secured sites. She relayed that it might be time to change passwords. Soror Melanie Floyd submitted a report that is on file.

**Fundraising:** Soror Sheriah Johnson relayed that all fundraising donations are due by December 21, 2024. Members can use the PayPal link to submit donations.

**Risk Management:** Soror Audrey Simmons gave the National Program Planning and Development Committee's Risk Management Committee December 2024 update that concerns adding a federal criminal search to InfoMart background screening. Effective November 1, 2024, the background screening for Risk Management via InfoMart will also include a federal criminal search to foster an even more comprehensive background screening process. With this additional service, an additional \$15.50 will be added to the background screening process. This will be in addition to the current \$19.50 state fee and any mandatory fees assessed by each individual state and/or county. The new fee structure is forthcoming from InfoMart. This change is consistent with the background screening required for Membership Intake. Soror Audrey Simmons submitted a report that is on file.

**Scholarship:** Soror Audrey Simmons reported important information and due dates concerning chapter

scholarships that are listed below.

- Friday, January 31, 2025: Last day for consideration of applicants of the scholarships for children of chapter members. Chapter members must notify Soror Audrey Simmons.
- Saturday, February 1, 2025: Electronic distribution of scholarship application information to high schools and churches within the chapter's service area
- Friday, April 18, 2025: Deadline for scholarship letter from children of chapter members (Each potential recipient must request the scholarship money by submitting a letter that must include the name of the attending high school, a brief description of extra-curricular activities and community service, as well as a copy of an acceptance letter from the chosen Institution of Higher Learning.)
- Friday, April 18, 2025: Deadline for return of scholarship packets
- All application materials must be submitted by 5 p.m. EST.

Soror Audrey Simmons submitted a report that is on file.

**Social Action/Political Awareness and Involvement:** Soror Sheriah Johnson gave the report. The **Gainesville-Hall County Pre-King Week Celebration** planning is underway. The Newtown Florist Club is seeking volunteers to serve on this committee. If you are interested in joining, please let Soror Erica Glenn know, and she will provide the organization's leader with your contact information. The 2025 MLK March will be held on January 18, 2025, which is the chapter's meeting date. The MLK program is scheduled for January 19, 2025. The time and location will be given later. The **Butler Center** will provide 1,000 toys to children that reside in Hall County on December 14, 2024, from 12 noon until 2 p.m. If you would like to participate, please contact Kendra at 770-799-8689. The Social Action Committee would like to partner with The Butler Center in 2025 on this effort. Thanks to everyone for all of your Get Out To Vote efforts. President Sheriah Johnson will complete the final grant report. Soror Erica Glenn submitted a report that is on file.

### **SPECIAL COMMITTEE REPORT**

**Minerva Circle:** Soror Denise Arnold joined the meeting and relayed that the Minerva Circle calendar and budget vote will take place at the December 2024 chapter meeting.

### **Unfinished Business**

- There was no unfinished business.

### **New Business**

- There was no new business.

### **Announcement**

- Proposed amendments for the Chapter Policies and Procedures are due by December 21, 2024. The proposed amendment form is posted on the website. Soror Sabrina Polote has relayed that the release date for the updated P&P template will be the first quarter of 2025.

### **Adjournment**

- **MOTION:** Soror Whitney McDowell-Robinson moved to adjourn the meeting at 8:06 p.m.  
**SECOND:** Soror Deborah Washington **ACTION:** Motion carried with no opposition.

Respectfully submitted,

Vallorie Coley  
Vallorie Coley, Recording Secretary

APPROVED: Sheriah Johnson  
Sheriah Johnson, President

DATE: 1/14/ 2025