**Delta Sigma Theta Sorority, Inc.**

**Inkster Alumnae Chapter ∙ Executive Board Meeting Minutes**

**Thursday, January 05, 2023**

**CALL TO ORDER**

Meeting called to order at 6:02 PM by Soror Vivian Kirkland

Quorum present at 6:02 PM

Prayer: Soror Melissa Crumbey

**Location:**

Google Meet <https://meet.google.com/rdm-svwm-vnr>

**Agenda and Minutes**

* Adoption of Agenda for January 05, 2023
	+ - Moved by Soror D’Angela Pittts
		- Seconded by Soror Christonna Campbell
		- Vote by consensus- Approved 100%
* Minutes of December 01, 2022 were approved as distributed.

**COMMUNICATIONS: Soror Toi Flynn**

**CORRESPONDING SECRETARYSEPTEMBER REPORT**

* **National Mail:** N/A
* **Regional Mail:** N/A
* **General Mail**: (2) pieces of mail collected.

(1) PO. Box 12/16/22

* **Email:** (40) received (22) sent
* **Other Correspondences:**

(2) Checks

(0) Dues payment

(1) Check(s) Holiday Luncheon

* **Committee Mail**: (1) Scholarship - (1) Check - Donation

**TREASURER’S REPORT / FINANCIAL SECRETARY: Presented by Joi Miller**

***Financial Secretary Event Collection Report***

**We are currently collecting funds for the following event(s):**

**Upcoming Chapter Event(s):**

N/A

Committee: N/A Cost: N/A

Event Date: N/A

\***Annual Chapter Scholarship Donation**: Sorors please remember to submit your annual $50 scholarship donations. Payments can be made via PayPal or Check**.**

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**Financial Committee Report
2022 – 2023 Sorority Year Financial Recap *(as of 12/31/2022)*Total CY Financial Members *(as of 12/15/2022) 126***



**Treasurer Announcements**

**Treasurer: Tanisha Hester & Assistant Treasurer: Kmbali Carey**

**Fiscal Year Change 2023 Short Year**

**Budget and Reporting**

The chapter will prepare a six‐month, short year budget that must be approved by May 2023 and annual financial report and internal audit covering July 1, 2023 – December 31,

2023 due by February 28, 2024.

Budget

* Six-month Budget
* Approved by May 2023

Reporting

* Six-month Report
* Annual Financial Report, Annual Internal Audit:
* Due February 28, 2024

**Discussion**

**President-** Due t the program year change, there will need to be programs and events during events in July and August. I will provide further information.

 **ADMINISTRATION**: Soror Vivian Kirkland

**President: Vivian L. Kirkland**

* **December National News**
	+ 12/22 - 22 Days of Delta - Sisterhood Giving Campaign
		- Goal: $1,110,000
	+ 12/27 - 2021 Delta Journal
	+ 12/27 - Re-Imagine Membership Intake Survey (ends 1/13)
* December/January Regional News
* 12/16 Michigan State Coordinator Meeting
* Recap of the State of the Region
* Next State of the Region Webinars
* 3/14 @ 7:30p
* 6/13@ 7:30p
* Social Media Presence
* Alcohol and Illegal Drug Usage Policy
* Midwest Region Sisterhood Calendar - March 2023
* Dining with the Delta DEARS
* Economic Development Subcommittee
* Save the Date: Michigan-Ohio-Ontario Cluster - 11/3-5
* November/December Local News
* **December/January  Regional News (cont’d)**
	+ 12/23 Newsletter
		- Recording of 1st State of the Region Webinar
		- Links to upcoming State of the Region webinars
		- Save the Date: 110th Founders Day Virtual Celebration (1/15 @ 5p)
		- Careers at National Headquarters
	+ 1 /3 Newsletter
		- Founders Day Countdown
		- Photo Frame
		- Midwest Missile Submission (Due 2/10)
* **December Local News**
	+ **Happy New Year!**
	+ Reminder: January, February and March Chapter Meetings are virtual
	+ Next Eboard meeting is January 26th
	+ IAC Economic Development Chair Needed
	+ Omega Omega Ceremony: Soror Marrietta Etheridge
	+ Six months remaining in this administration
		- Elevating Our Presence
			* Find new locations for in-person events (event spaces, libraries, community center rooms, etc)
		- Enhancing Our Sisterhood
			* Continue building new relationships
			* Continue making memories
		- Empowering Our Youth and Communities
			* Support the scholarship fund
			* Share scholarship application with family, friends, neighbors
	+ **December Local News (Cont’d)**
	+ IAC Local Elections
	+ **HAPPY FOUNDERS DAY!!**

**PROGRAM PLANNING AND DEVELOPMENT: Soror Larissa Barclay Abrams**

* **National Updates:**
* The Delta Red Pages (DRP) is open for business!
* Interactive, online directory that allows Delta business owners to be spotlighted among their sorors, and allows all of us to #ShopRedBuyBlack! To register for the Delta Red Pages directory, log in to your member profile <https://members.dstonline.org/Portal/Members/Red_Pages/Event_Display.aspx>
* 1. Accept the Terms of Agreement.
* 2. Complete the Registration and Pay the Non-Refundable $50 Fee.
* 3. Submit Your Business Information.
* **Regional Updates:**
* **2023 – 2024 Chapter calendars are due March 1, 2023**
* **MIDS 2023: Tentative date - Saturday, October 2**
* Local Updates:
* Prep for award submission
* 1:1 meetings with committee chairs & co-chairs
* 2023 - 2024 Chapter calendars will cover July 2023 – June 2024
*
* Chapter calendars are due to the 1st VP by March 1, 2023, and to the Michigan State PP&D Coordinator by May 1, 2023
*
* Additional Calendar requirements as requested by the Michigan State PP&D Coordinator:
* Calendar changes must be submitted for approval at least ten business days in advance. Special circumstances will be taken under consideration (i.e., community event/university event), and the timeframe requested for review may be five business days.
*
* Youth programming that requires an overnight stay must be submitted a minimum of 90 days in advance and must be approved by the Regional Director.
*
* Events on calendars must have a title-Events cannot be vague (i.e., “community service”). The title of the program must make clear the purpose of the program. Please do not use acronyms; spell them out.
*
* **Programing guidelines:**
* The strategic priorities should be focused on our members, organizational infrastructure, and our 5-point programmatic thrust.
*
* Programming should incorporate one of the five priorities of the Strategic Plan:
* ➢ Organizational Health
* ➢ Social Action
* ➢ Community Impact
* ➢ Empowerment of Women and Girls
* ➢ Appreciation of our Culture
* Grand Chapter’s primary focus is Physical and Mental Health and Empowerment of Women and Girls.
* **Reminders:**
* Background Checks
* Calendar Updates
* Evaluation Forms
* Demographic Forms
* Committee Update Meetings - Sunday evenings before Eboard, Next meeting January 22nd at 8pm

**MEMBERSHIP**: **Soror Melissa Crumbey**

**Past Event:**

**IAC Holiday Luncheon** Sat., December 17th at Rocky’s of Northville

**Upcoming Event:**

* **N/A**
* **January Birthdays and January Anniversaries Presented**
* **Care and Concern**

Please continue to pray for Soror Sherise Spann-Scott in the loss of her grandmother, Ms. Lula Mae Broadnax

**DELTA ACADEMY:**  Soror Kennetha Thompson presented by Soror Paula Wiley

**Past Events:**

* **None**

**Upcoming Events:**

* **Stem Workshop**
* Saturday, February 4th
* 12 noon
* Location: TBD

Budget/Finance- All Receipts Submitted \_\_N/A\_\_\_\_ Date \_\_\_

Demographic Form Submitted \_\_\_N/A\_\_ Date \_\_\_\_\_

Participant Evaluation Form Submitted \_\_\_N/A\_\_\_ Date \_\_\_\_\_\_

**GEMS: Soror Jazmyn Bradford**

**Chair: Jazmyn Bradford Co-Chair: Karisha Floyd**

* **Past Events:**
* **Career Exploration Workshop -**Thursday, December 15, 2022 from 6pm to 8pm via Google Meet (15 GEMS, 4 panelists)
* **Upcoming Events:**
* **Money Management Workshop** -Thursday, January 19, 2023 from 6pm to 8pm via Google Meet

Budget/Finance- All Receipts Submitted \_\_N/A\_\_\_\_ Date \_\_N/A\_\_\_\_

Demographic Form Submitted \_\_\_Y\_\_\_ Date \_\_\_01/05\_\_\_

Participant Evaluation Form Submitted \_\_Y\_\_\_\_ Date \_\_01/05\_\_\_\_

**SCHOLARSHIP & FUNDRAISING:** Soror Courtney Townsel presented by Soror D’Angela Pitts

Chair: Dr. Courtney Townsel Co-Chair: Charmese Armstrong

* **Past Events: N/A**
* **Upcoming Events:**
* **Scholarship Applications Due Jan 27, 2023**
* **Soror $50 Donations**
* Accepting now
* Raffle for all Sorors who pay by January 31, 2023!!
* **Interview Workshop**
* Saturday Jan 28, 2023, at 1pm
* Speaker: Soror Tiffani Abrams

Budget/Finance- All Receipts Submitted \_\_\_\_\_\_ Date \_\_NA\_\_\_\_

Demographic Form Submitted \_\_\_\_\_\_ Date \_NA\_\_\_\_\_

Participant Evaluation Form Submitted \_\_\_\_\_\_ Date \_NA\_\_\_\_\_

**ADS & Publicity: Soror Paula Wiley**

* **NO REPORT**

**Arts & Letters: Soror Charis Bly**

* **NO REPORT**

**AUDIT: Soror Adrena Crowder**

* **NO REPORT**

**COLLEGIATE CONNECTION– Soror TaQuinda Johnson**

* **NO REPORT**

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**COMMUNITY SERVICE:** **Soror Gabrielle Thomas**

* **NO REPORT**

**DELTA DEARS: Soror R. Lorraine Hurst**

**Upcoming events:**

* Partnering with Scholarship / Fundraising
* **Virtual Bingo February 18, 2023**
* **Committee meeting:**
* January 29,2023 Run through of Virtual Bingo

**ECONOMIC DEVELOPMENT:** Open

* **NO REPORT**

**EMERGENCY RESPOSE TEAM**: **Soror Lisa Harrington Shorter**

* **NO REPORT**

**HERITAGE AND ARCHIVES: Soror Shareia Carter**

* **NO REPORT**

**HOUSING AND PROPERTIES: Soror LaTanya Beanum**

* **NO REPORT**

**INTERNATIONAL AWARENESS & INVOLVMENT: Chair Soror** **Rhonda Fowler**

* + **NO REPORT**

**INFORMATION, COMMUICATION & TECHNOLOGY:** **Soror Ashley Hardison**

* **Social Media Insights**
* **November 28 – December 31**
* **Facebook**
* Reach: 1,558 ( 61.7% Decrease)
* # of Post: 12
* # of Followers 3,780
* # of Engagements: 455
* New Followers: 4 People
* Instagram
* Reach: 1,001 (16.7% decrease)
* # of Post: 12
* # of Engagements: 246 (34.4% increase)
* # of Followers 1,770
* **Facebook Top Post**
* 12/19 Chapter Charter Day
* -875 People Reached
* - 208 Engagements
* 12/26 IAC Kwanzaa Post
* -208 People Reached
* -52 Engagements
* 12/25 IAC Christmas Post
* -184 People Reached
* -72 Engagements
* **Instagram Top Post**
* 12/19 IAC Charter Day Post
* -265 Views
* 12/25 IAC Merry Christmas
* 117 Views
* 12/26 IAC Kwanza Post
* 103 Views
* Facebook
* Reactions: 223 (49% decrease)
* Comments: 21 (30% decrease)
* Shares: 20 (29% decrease)
* New Page Likes: 2

 **NPHC : Chair Soror Laurecia Smith-Witherspoon**

* **NO REPORT**

**PHYSICAL MENTAL & HEALTH: Soror Kamisha Stevens**

**Chair: Kamisha Stevens Co-Chair: Krystal Martin**

* **Past Events: N/A**
* \*\*March of Dimes NICU Family Support Book Drive: After speaking with the committee, we decided not to participate due to short turnaround time**.**
* **Upcoming Events: N/A**

**POLICY & PROCEDURES: Soror Paula Wiley**

* **NO REPORT**

**SOCIAL ACTION: Soror Karen Braxton**

* **Past Events:**
* **None**
* **Upcoming Events:**
* **Diversity, Equity, & Inclusion: What Does It Mean for Minority Children in School**
* HYPE Recreation Center of Western Wayne (4635 Howe Road, Wayne)
* January 19, 2023 @ 6:30 - 8 p.m.
* **MLK, Jr. Peace March -Romulus**
* January 16, 2023 @ 1 p.m.

Budget/Finance- All Receipts Submitted  \_\_\_n/a\_ Date \_\_\_\_\_\_n/a\_\_\_\_\_

Demographic Form  Submitted \_\_n/a\_\_ Date \_\_\_\_\_TBD\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Evaluation Form  Submitted \_\_n/a\_\_\_\_ Date \_\_\_\_\_\_n/a\_\_\_

**NOMINATING:** Soror Jenita Moore presented by Soror D’Angela Pitts

* **Past Events:**
* The Nominating committee hosted a very informative roundtable discussion entitled Crimson and Cream Roundtable: Looking For a Few Good Sorors! regarding the positions of Chair and Members of the Nominating Committee on Saturday, December 10, 2022, at 10am during the Sisterhood hour. Our guest panelists will be Sorors Rolanda Davis, Tamara Hunter, Treva Smith.
* **Upcoming Events:** Crimson and Cream Roundtable-Balancing the Books!
* The Nominating committee will be hosting a roundtable discussion entitled Crimson and Cream Roundtable: Balancing the Books! regarding the positions of Internal Audit Chair and Treasurer on Saturday, January 14, 2022, at 10am during the Sisterhood hour. Our panelists will be Sorors, Melissa Crumbey, Tanisha Heaster, Kym Maynor-Legreair and Jami Umstead.

Budget/Finance- All Receipts Submitted \_\_\_\_N/A\_\_ Date \_\_\_\_\_\_

Demographic Form Submitted \_N/A\_\_\_\_\_ Date \_\_\_\_\_\_

Participant Evaluation Form Submitted \_\_\_N/A\_\_\_ Date \_\_\_\_\_\_

Nominating Committee Calendar at a Glance

February Crimson and Cream Roundtable- Focus on 1st and 2nd VP -Sisterhood Hour

March Crimson and Cream Roundtable- Focus on President- Sisterhood Hour

 Application/ Nominating Form sent out to chapter

March Application/Nominating Form due by midnight (electronically and/or USPS)

March Present Slate at E-Board

April Chapter meeting present slate / take nomination from the floor

April 10-day notification sent to chapter of the vote for open position (electronically and/or USPS)

May Candidate Forum (questions) & chapte**r** vote for candidates

June Installations of officers

* **The Nominating Committee has the responsibility to select and recommend for consideration, qualified candidate for current eligible positions.**
* Inkster Alumnae Chapter 2023-2025 Eligible Positions
* President
* 1st Vice President
* 2nd Vice President
* Treasurer
* Internal Audit Chair
* Chair, Nominating Committee
* Nominating Committee Members (2)
* The term of office for all officers shall be two (2) years

**IAC Signature Event: Soror Torra Abram**

* **NO REPORT**

**Bus to National Convention: Soror Ingrid Wilson- Johnson**

* **NO REPORT**

**UNFINISHED BUSINESS:**

* **President Kirkland**
	+ No updates on last year’s policy and procedure updates.
	+ DEARS- Have there been any communication from the Regional Director on them
	+ -She said she is working on getting them all read and reviewed
	+ Wiley- there is a Policy and Procedure webinar coming up. I will raise question.

**NEW BUSINESS:**

* **None**

**ANNOUNCEMENTS**:

* **NPHC**
* **J. Kennedy**
* NPHC at Little Caesars Arena tickets will sale out soon.
* Email for ticket sale will be re-sent to the chapter.

**ADJOURNMENT:**

**Motion to adjourn meeting, Soror Latanya Beanum, seconded by Soror Tanisha Hester. Motion carried unanimously by consensus vote. Meeting adjourned 7:05PM.**

Minutes respectfully submitted,

Soror Leslie V. Grace

*Received by Inkster Alumnae Chapter President, Vivian Kirkland\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*