**Delta Sigma Theta Sorority, Inc.**

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

**Thursday, December 01, 2022**

**CALL TO ORDER**

Meeting called to order at 6:01 PM by Soror Vivian Kirkland

Quorum present at 6:01 PM

Prayer: Soror Shai James Boyd

**Location:**

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

**Agenda and Minutes**

* Adoption of Agenda for December 01, 2022
	+ - Moved by Soror Shai James Boyd
		- Seconded by Soror D’Angela Pittts
		- Vote by consensus- Approved 100%
* Minutes of October 27, 2022 were approved as distributed

**COMMUNICATIONS: Soror Toi Flynn**

**CORRESPONDING SECRETARYSEPTEMBER REPORT**

* **National Mail**: N/A
* **Regional Mail**: N/A
* **General Mail:** (6) pieces of mail collected

(1) PO. Box 11/23/22

(2) FirstStep-(Thank You)

* **Email:** (31) received (16) sent
* **Other Correspondences:**

(0) Dues payment

(1) Sales paper - Restaurant Equippers Warehouse

(2) Check(s) Holiday Luncheon

 (1) Returned mail from Khan & Company Invoice

* **Committee Mail**: N/A

**TREASURER’S REPORT / FINANCIAL SECRETARY:** Soror Tanisha presented by Soror Joi Miller

**Financial Committee Report2022 – 2023 Sorority Year Financial Recap***(as of 11/29/2022)***Total CY Financial Members *(as of 11/29/2022) 123***

Treasurer: Tanisha Hester; Assistant Treasurer: Kmbali Carey



**Financial Secretary Event Collection Report**

**Financial Secretary: Joi Miller & Assistant Financial Secretary: Monik Thomas**

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

**Upcoming Chapter Event(s):**

\**IAC Holiday Luncheon*

Committee: Membership  Cost: $30

Event Date: December 17, 2022 @12PM

As of *11/27/2022* the total number of event tickets sold: 17

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

Thank you

 **ADMINISTRATION**: Soror Vivian Kirkland presented by Soror Larissa Barclay Abrams

**President: Vivian L. Kirkland**

* **November National News**
* 11/10 Delta Partnership with New Balance: Survey
* 11/21 Statement On the 2022 Midterm Elections
* 11/23 National President’s Chat with Chapter Fiscal Officers
* 11/29 Engaging Our Sisterhood to Empower Our Communities: Giving Tuesday
* **November Regional News**
* 11/6 MWR Newsletter
* State of the Region webinars for the Midwest Region: 12/13, 3/14, 6/13
* Scholarship & Standards Webinars: Policies & Procedures: 1/26
* Delta Days at the Nation’s Capital: 3/23-28
* Delta Authors on Tour: 4/29
* NOTE: The P&P we voted on in May has not been approved yet (as of 11/29)
	+ 10/25 55th National Convention Proceedings
* **November/December Local News**
	+ December, January, February and March Chapter Meetings are virtual
	+ Visitors (non-IAC members) should send email with name, membership number
	+ Next Eboard meetings will be 1st AND 4th Thursdays in January
	+ Building Relationships: how are things going?
	+ IAC Economic Development Chair Needed
	+ Omega Omega Ceremony: Soror Marrietta Etheridge
* **Discussion**
	+ At 6:30 President Kirkland will have to step away from EBoard Meeting to give opening statement for International World Aids Day.
		- No Discussion
		- Vote by consensus
		- 100% Approved

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

* **National Updates:**
* Economic Development Subcommittee - Living Well:
* Financial Fortitude Across the Lifespan
* Delta Red Tank registration starts January 2023. This program allows sorors to secure funds and mentoring to help them promote their businesses.
* **Physical and Mental Health Subcommittee:**
* LIVE WELL's Wellness Wednesday- Second Wednesday of each Month. After registering, you will receive a confirmation email containing information
* about joining the meeting.
* March of Dimes Book NICU Project
* November is Prematurity Awareness Month. Alumnae and collegiate chapters are encouraged to collect books for parents to read to their babies in the Neonatal Intensive Care Unit (NICU). Registration is open now until December 31, 2022.
* **International Awareness & Involvement Subcommittee**
* World AIDS Day recognized on December 1, 2022. There are chapter observance activities and events occurring from Nov 27th - Jan 31st
* **Regional Updates:**
* **2023 – 2024 Chapter calendars are due March 1, 2023**
* **MIDS 2023: Tentative date - Saturday, October 2**
* **Reminders:**
* Background Checks
* Calendar Updates
* Evaluation Forms
* Demographic Forms
* Committee Update Meetings - Sunday evenings before Eboard, Next meeting tentatively January 2nd at 8pm

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

**Past Event:**

* **1-2-3 Popup -- 1Day - 2Serve - 3Ways**

**Sunday, November 20, 2022Union Second Baptist Church, River Rouge, Springhill Baptist Church, Inkster Pentecost Baptist Church, Romulus**

**Upcoming Event:**

* **Saturday, December 17th @12:00 p.m.**
* Rocky’s of Northville
* Cost $30
* Ticket purchase by December 7th
* **December Birthdays and December Anniversaries Presented**
* **Care and Concern**
* **Please continue to pray for our IAC Chaplain Soror Shai James-Boyd** in the loss of her mother, Ms. Marion James

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

 **Past Events:**

* **Project HER Collaboration with Delta GEMS**
	+ **50 bags were donated to Vista Maria.**
	+ **Thank you SORORS for your generous donations!!!**
	+ **(see pictures)**

**Upcoming Events:**

 **None**

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

Demographic Form Submitted \_yes\_\_\_\_ Date \_\_Nov 29, 2022\_\_\_\_

Participant Evaluation Form Submitted \_yes\_\_\_\_\_ Date \_\_Nov 29, 2022\_\_\_\_

**GEMS: Soror Jazmyn Bradford**

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

* **Past Events:**
* **Community Service Project** on Thursday, November 17, 2022 from 6pm to 8pm at the Caroline Kennedy Library of Dearborn Heights with Delta Academy
	+ 50 care packages created by youth and donated to Vista Maria
	+ Thank you for supporting, Sorors!!
* **Upcoming Events:**
	+ **General Body Meeting (Career Exploration)** on Thursday, December 15, 2022 from 6pm to 8pm via Google Meet

**Budget/Finance- All Receipts Submitted \_\_Y\_\_\_\_ Date \_\_11/6\_\_\_\_**

**Demographic Form Submitted \_\_\_Y\_\_\_ Date \_\_\_11/29\_\_\_**

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

**SCHOLARSHIP & FUNDRAISING: Soror Courtney Townsel**

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

**Past Events: none**

**Upcoming Events:**

* **NO REPORT**

**ADS & Publicity: Soror Paula Wiley**

**Past Events:**

Nominating Round Table Flyer Congrats MW Leadership Members video

Kyra Harris Bolden Flyer Holiday Cards

Thanksgiving Video General Election Flyer

Black Friday video Veterans Day Flyer

Holiday Luncheon Flyer Scholarship Flyer

* **Upcoming Events:** Christmas, Kwanzaa and New Year posts
* Chairs, please remember to submit your requests for Ads/ICT services 30 days before you want the event to be shared with your target audience. We have been getting several requests within 5 days of when posting is expected. This is not fair to all committee members involved in creating and sharing content.

**Arts & Letters: Soror Charis Bly**

* **Past Events:**
* September 16: Delta Red Carpet
* “The Woman King”
* **Upcoming Events:**
* November 10: Delta Red Carpet
* “Black Panther 2: Wakanda Forever
* Thursday, November 10, 2022 @6pm Emagine Canton

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

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

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

**AUDIT: Soror Adrena Crowder**

**Past Events: Q1 Audit (22-23 SY)**

**Upcoming Events: Q2 Audit (tentatively 01/22/22)**

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

Submitted a voucher request to make Final Payment of $1250.00 for Independent Accountants Review Report and it was granted and sent - but returned. Needs to be resent if it has not already.

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

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

Committee Meeting Information: Committee meets to conduct the audit quarterly about a month before RedZone Submission dates, which are: 12/1, 3/1, 6/1, 8/1

Q1 Audit was on 11/13/22. After review by the Chapter Internal Audit Committee, it has been determined that the chapter has satisfactory financial internal controls, and the review supports existence and utilization of these controls. Grade “A” was submitted for Q1 Review.

**COLLEGIATE CONNECTION– Soror TaQuinda Johnson**

* **NO REPORT**

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

* **NO REPORT**

**DELTA DEARS: Soror R. Lorraine Hurst** presented by Soror Ingrid Wilson Johnson

**Past Events:**

* October 27, 2022 at 11:00 AM
* Fellowship lunch
* Ford Garage
* 21367 Michigan Ave.
* Dearborn, MI 48124
* **Upcoming Events:**
* November 15, 2022 at 1100am
* Wakanda Forever; Black Panther 2
* MJR Southgate
* 15651 Trenton Rd.
* Southgate, MI 48195

**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**

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

* + **NO REPORT**

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

* **NO REPORT**

 **NPHC : Chair Soror Laurecia Smith**

* **NO REPORT**

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

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

* **Past Events: N/A**

**Upcoming Events: Hustle For Turkey 2022**

* + Hustle Lessons by Steve Silk Sturkey
	+ Open to Public
	+ $20 or $15 to Enter with 2 Non-Perishable Goods
	+ Non-Perishable
	+ Stovetop Stuffing, Instant Potatoes, Turkey Gravy, Dry Macaroni,
	+ Canned Yams, Cranberry Sauce
	+ Canned Veggies (peas, corn, green beans
	+ Cornbread Mix
	+ Canned Pumpkin or Fruit Pie Mix Goods
	+ Pie Crust Mix
	+ Juice (Apple, Grape, Cranberry)
	+ The committee will check on the use of PayPal for the use of donations

**POLICY & PROCEDURES: Soror Paula Wiley**

* **NO REPORT**

**SOCIAL ACTION:** Soror Karen Braxton presented by Soror Donna Wilson

* **Past Events:**
* **WWNAACP Freedom Fund Dinner (10/16/2022)**
* **Upcoming Events:**
* **Black Panther/Wakanda Forever: The Movies Influencing STEM Diversity**
* Thursday, November 17, 2022, 6:30 PM

 Leanna Hicks Public Library-2500 Hamlin Dr., Inkster, MI 48141

Budget/Finance- All Receipts Submitted \_\_\_Yes\_\_ Date \_\_\_\_\_\_10/23/2022\_\_\_\_\_\_

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

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

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

**Past Events:**

* S& S Webinar for Chapter Nominations and Elections

Thursday, October 20, 2022 @ 9pm. Soror Pitts and I attended the webinar.

Very informative. Some highlights We learn that you can run for multiple positions. They must choose if elected to more than one position RROO pg 410. The presiding officers doesn’t have to call the position 3 times before closing the nomination. The members of the nominating committee must sit out a term before running again for the committee.

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

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

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

**IAC Signature Event: Soror Torra Abram**

**Upcoming Event:**

* 6/3/23 from 7:00 to 11:00 PM
* Fairlane Banquet Hall
* Possible name “Glentz and Gentz Sneaker Ball”
* **Discussion:**
* Pitts-Are you looking for committee members:

 Yes

 Interested Soror- R. Pitts, I. Wilson Johnson, R.L. Hurst.

**UNFINISHED BUSINESS:**

* **Scholarship**
* **Courtney Townsel**
	+ **Past Events:**
	+ DoubleGood Popcorn Fundraiser
	+ Sales $9,602→ Raised $4,801
	+ Top seller: Soror Lorraine Hurst**\*\*\*\***
	+ **Upcoming Events:**
	+ Scholarship Applications went live November
	+ Due Jan 27, 2023
	+ **Soror $50 Donations**

**NEW BUSINESS:**

* **Joi Miller- Financial Secretary**
	+ 4 Tickets to our Wakanda Forever Event had to be refunded
	+ At the end of events please ensure that the financial team has the registration list.
* J. Miller proposed that we put all sales final on flyers.
* Discussion
	+ T. Johnson-We should move forward with that as other organizations do this
	+ R. Lorraine Hurst- I don’t see an issue as they bought a ticket for a reason.
	+ D. Wilson- We want to make sure that the chapter does not have negative accounting.
* **Collegiate Connection**
* **T. Johnson**
	+ Showering Sorors with love was very successful there were many donations
* **Bus to National Convention**
* **Ingrid Wilson Johnson**
	+ The cost currently is $180/Soror without details such as dates.
	+ This is the cost for 5 days
	+ The announcement of dates may come at the State of the Region

**ANNOUNCEMENTS**:

* **NPHC**
* **J. Kennedy**
* NPHC at Little Caesars Arena tickets will go on sale soon.
* 12/22 there will be a Greek Sip Holiday Fundraiser at Floods
* **Gems**
* **Jazmyn Bradford**
* Adopt a GEM is coming up soon $50 to $60/GEM

**ADJOURNMENT:**

**Motion to adjourn meeting, Soror Lisa Shorter, seconded by Soror Tansisha Hester. Motion carried unanimously by consensus vote. Meeting adjourned 7:24PM.**

Minutes respectfully submitted,

Soror Leslie V. Grace

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