

**Delta Sigma Theta Sorority, Inc.**  
**Inkster Alumnae Chapter • Executive Board Meeting Minutes**  
**Thursday, December 2, 2021**

**CALL TO ORDER**

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

Quorum present at 6:02 PM

Prayer- Shai James Boyd

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

**Agenda and Minutes**

- ▶ Adoption of Agenda for December 2<sup>nd</sup>.
- ▶ Soror Lisa Smith moved to edit agenda to add Secretary's Report from National Convention.
- ▶ Seconded by Soror Krystal Martin, vote passed by unanimous consensus.
- ▶ Minutes for October 28th approved as distributed

**COMMUNICATIONS: Soror Faith Ivey**

- I. National Mail: Dr. Mona Y. Davenport
- II. Regional Mail:
- III. General Mail:
- IV. Committee Mail:
- V. Other Correspondences:
  - a. (1) rituals payment
  - b. scholarship donation
  - c. English Gardens statement
  - d. Deluxe reorder notice

**TREASURER'S REPORT / FINANCIAL SECRETARY: Soror Tanisha Hester and Soror Joi Miller**

**2021 – 2022 Sorority Year Financial Recap (as of 10/31/2021)**

▶	Ending Book Balance (all accounts)	<b>\$75,015.98</b>
▶	Total Credits (October: all accounts)	<b>\$111.04</b>
▶	Total Debits (October: all accounts)	<b>\$2,605.42</b>
▶	Total Difference (October: all accounts)	<b>\$0.00</b>
▶	Total Financial Members (as of 11/08/2021)	<b>120</b>

**Proposed Budget Changes:**

Cat.	Line Item	Balance as of 10/1/2021	Credits	Debits	Proposed Budget Change	Balance as of 10/31/21
Administration	Chapter Picture	\$500.00	\$0.00	\$600.00	\$100.00	\$0.00
	ICT Website	\$256.00	\$0.00	\$0.00	\$80.00	\$336.00
	President's Fund	\$800.00	\$0.00	\$0.00	(\$100.00)	\$700.00
Membership	2021 Round-Up	\$4,815.90	\$0.00	\$242.97	(\$1,500.00)	\$3,072.93
	Fellowship Activities	\$500.00	\$15.00	\$0.00	\$1,500.00	\$2,015.00
Social Action	Social Action Activities	\$1,700.00	\$0.00	\$0.00	(\$80.00)	\$1,620.00

**Soror Tanisha Hester moved that budget changes be approved as distributed.**

### **Virtual National Convention Report: Soror D'Angela Pitts**

- ▶ Pros and Cons of attending the National Convention in the virtual setting were given

### **Virtual National Convention Secretary's Report: Soror Leslie Grace**

- ▶
- ▶ Roles
- ▶ Custodian of Records
- ▶ Presiding officer
- ▶ Recording Officer
- ▶ Recorder of all votes
- ▶
- ▶ Thank you!!!!
- ▶ Promote your programs in a way that gives the mission and will inform and engage sorors.
- ▶ Reporting at E-Board and General Body Meeting will give your committee the power and voice necessary for programs to succeed, they will help ensure that questions are answered about programming and will give sorors necessary information to promote events.
- ▶ Note that going forward meeting minutes may appear more concise.
- ▶ Legal Record
- ▶ No personal opinions
- ▶ General praise
- ▶ Appendences
- ▶ No Verbatim discussion.
- ▶ o What was discussed
- ▶ o What action was taken
- ▶ o What follow up is required
- ▶ Complete Micro Learning Modules on the National Website
- ▶ Leadership Competencies for Secretaries
- ▶ Delta Business in a Digital World

### **ADMINISTRATION: Soror Vivian Kirkland**

#### **LOCAL**

- ▶ **Committees Elevating, Enhancing, Empowering**
  - ▶ 11/1-19 International Awareness & Involvement: Samaritan's Purse Shoebox
  - ▶ 11/4, 6 ICT: Intro to Google Suites
  - ▶ 11/6 Delta Academy: Self Esteem
  - ▶ 11/10 Social Action: What's Hair Got To Do With It? (CROWN Act)
  - ▶ 11/13 Rituals & Ceremonies: Convention Readiness
  - ▶ 11/14 Arts & Letters: Crimson Conversations
  - ▶ 11/15 Collegiate Connection & Delta Beta: Let's Talk Prevention-Sexual Assault
  - ▶ 11/18 Community Service: Thanksgiving Basket Delivery
  - ▶ 11/18 Delta GEMS: Financial Literacy
  - ▶ 11/30 Scholarship: Interview and Essay Writing
  - ▶ All month: ICT, Publicity/Ads
- ▶ **Chapter News**
  - ▶ Sharing IAC's social media posts
  - ▶ Revised chapter website launched
  - ▶ Chapter monthly newsletter launched
  - ▶ Ritual Pick Up (Part 2): 12/9, 5:30, Carolyn Kennedy Library, Dearborn
  - ▶ Statewide Founders Day Exploratory Committee

#### **REGIONAL**

- ▶ 11/11 Federal Reserve Bank of St Louis 2022 Summer Internship Opportunity

#### **NATIONAL**

- ▶ 11/5 DREF Executive Director Search
- ▶ 11/16 International Awareness and Involvement Newsletter
- ▶ 11/23 Convention Evaluation
- ▶ 11/24 Update from the National President regarding former Executive Director Jeanine Henderson Arnett and her husband

### **Convention Delegate Report**

## 55<sup>th</sup> National Convention Part 1: Level 3 Appeals

- November 5, 6
- 48 appeals

## 55<sup>th</sup> National Convention Part 2:

- Plenary 1: Opening Ceremony
  - Honorary Member Induction
    - Michelle J. Howard
    - Abby Phillip
    - Joy-Ann Reid
    - Ambassador Shabazz
    - Collette V. Smith
    - Leddy “Ledisi” Young
- Plenary 2: Reports and C&B
  - Constitution & Bylaws
    - 2 Failures:
      - Grand Chapter Initiate Fees
      - Chapter Initiation Fees
    - Grand Chapter voted against the National Finance Committee setting fees
  - Definition of legacy is now: a daughter or granddaughter of a soror
- Plenary 3: Meet the Candidates – Part 1 (Non-Officers)
- Plenary 4: Meet the Candidates – Part 2 (Officers)
- Plenary 5: Business Session
  - PP&D
    - Pilot Legacy Program Spring 2022
    - Online process
      - No packets
    - Revised Code of Conduct
    - Updated MIT docs for virtual and in person
  - S&S
    - Delta is a plaintiff in a voter suppression lawsuit
- Plenary 6: Balloting/Election of Officers
- Plenary 7: Business Session
  - Recommendations Report
    - All voting delegates be on site
    - Convention Center locations not so spread out
  - Election Results
    - Soraya Williams Farver, National Finance Chair
- Plenary 8: Business Session
  - Resolutions
    - Call For Mandatory Implicit/Unconscious Bias Training For Health Care Professionals
      - Submitted by Inkster Alumnae Chapter
      - Passed
- Plenary 9: Closing/Installation of Officers

### **PROGRAM PLANNING: Soror Larissa Barclay Abrams:**

- ▶ **Past Events:**
- ▶ Risk Management Training October 10th
- ▶ Midwest Impact Day of Service October 16th
- ▶ Committee Update Meeting October 24th
- ▶ Delta GEMS Officer Orientation October 25th
- ▶
- ▶ 1st Quarter Activity Snapshot
- ▶ > 100 committee meetings
- ▶ 14 programs/events
- ▶ **Master Calendar**
- ▶ **Programming**
- ▶ -National initiatives
- ▶ **Planning**

- ▶ -Approval Process
- ▶ Remember: Chapter events and meetings may be virtual or face to face, no hybrid events. Virtual only youth programming until further notice.
- ▶ Development
- ▶ -Collaboration?
- ▶ -Community partners?
- ▶ -Community benefit?
- ▶ **Demographic forms**
- ▶ Converted to Google Form
- ▶ Link available in the Crimson Cabinet
- ▶ <http://forms.gle/hDotzhoLwQFZyAkw7>
- ▶ **Program Evaluation Form**
- ▶ Converted to Google Form and QR Code
- ▶ Link available in the Crimson Cabinet
- ▶ <https://forms.gle/dbhCZkzQqRCw7z3c7>
- ▶ The 2021-2022 awards criteria will be sent out in December
- ▶ Plan is to submit for every award
- ▶ New PP&D initiatives will be shared once received
- ▶ November was Prematurity Awareness Month. We have partnered with the March of Dimes to provide books for families with a baby in the NICU!
- ▶ Physical & Mental Health in collaboration with the Arts & Letters Committee needs your help to collect 100 “NEW” books. This is a Virtual Book Drive, so we are asking all Sorors to purchase new books from Amazon no later than December 21, 2021. All books will be shipped to the March of Dimes During the week of December 27, 2021.
- ▶ Please ship your books to:  
Attention: Dr. Larissa Barclay Abrams  
29155 Northwestern Hwy  
P.O. Box 741  
Southfield, Mi 48034
- ▶ The National PPD Committee’s Economic Development Subcommittee is releasing the 2<sup>nd</sup> volume of the *Delta Red Pages*.
- ▶ Delta business owners to participate for a non-refundable \$50 fee. Enhances awareness of your Delta-owned businesses and nonprofits, allowing you the opportunity to reach sorors across the globe. Registration will be open until **December 17, 2021 at 11:59 pm EST.**
- ▶ The criteria to be listed in the *Delta Red Pages* are as follows:
- ▶ Active subscriptions will follow the Sorority’s fiscal year period from July 1st to June 30th, 2022.
- ▶ Soror business owners must be a financial member to register. Must be financial for the 2021-2022 Sorority year.
- ▶ Businesses must be actively registered in the state of operation to participate in this initiative. A state licensing document is required as proof.
- ▶ Sorors may be co-owners of businesses with a non-soror, but the soror must be the primary contact for the directory.
- ▶ Committee Update Meetings: Monthly, 4th Sunday, 8pm via Google Meet
- ▶

**MEMBERSHIP: Soror Melissa Crumbey**

- ▶ **PAST EVENT: N/A**
- ▶ **UPCOMING EVENT: IAC Holiday Party**
- ▶ Who: Calling all IAC Sorors
- ▶ What: Painting w/a Virtual Twist, Secret Soror Gift Exchange and More
- ▶ When: Saturday, December 11<sup>th</sup> @5 p.m. – 7 p.m.
- ▶ Where: Virtual
- ▶ Why: Because every moment of fellowship with our sisters is a moment to laugh, live, and love

▶ **IAC December Birthdays and December Delta Anniversaries Listed**

▶ **Care and Concern**

- ▶ In the loss of her mother, Mrs. Rachelle Gray, please keep Soror Kierra Gray in your thoughts, and your prayers. Services have been held but condolences can be sent to 13970 Basswood Circle, Belleville, MI 48111

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

**Chair: Dr. Kennetha S. Thompson**

- ▶ **PAST EVENTS :**
- ▶ N/A

- ▶ **UPCOMING EVENTS:**
- ▶ Leadership Workshop on Saturday, December 4, 2021 (virtual) at 12 noon

**GEMS: Soror Jazmyn Bradford**

- ▶ **NO REPORT**

**SCHOLARSHIP & FUNDRAISING: Soror Courtney Townsel**

**Past Events:**

- ▶ **Virtual Writing Workshop**
  - Tuesday Nov 30, 2021 6:30-7:30p
  - Collaboration with Collegiate Connection
- ▶ Speakers: Soror Tracy Bryant & John Carlson (EMU)
- ▶
- ▶ **Upcoming Events**
- ▶
- ▶ **Calling all Sorors!**
- ▶ **We are now accepting your annual \$50+ donation to the Scholarship fund**
- ▶ **Raffle**
- ▶ Holiday Gift basket → donate by December 11th, 2021
- ▶ Thank you Sorors!!  
Laurecia Smith Witherspoon Ayanna McConnell Julia Pitts  
Vivian Kirkland Carol Watson Courtney Townsel  
Samantha Hampton Tracy Bryant Tiffani Abram
- ▶ Scholarship applications available 10/18/21, application deadline 02/01/2022

**ADS & Publicity: Soror Paula Wiley**

**Projects completed In early November**

- Nominating Committee Leadership flyer
- Virtual Town Hall Meeting on Redistricting flyer -Social Action
- Chapter's Thanksgiving Day social media post
- Grow with Google workshop flyer
- Virtual Essay Writing Workshop flyer
- March of Dimes Book Drive flyer
- Scholarship Timeline of Events 21-22 video and flyer
- Sexual Assault Program with Delta Beta Chapter flyer
- Created Virtual background

**Chairs, please remember to submit your Publicity and ICT requests 30 days prior to your request go live dates.**

**Arts & Letters: Soror Faith Ivey**

**Dr. Faith Ivey: Chair**

**Soror Johanna Kinsey: Co-Chair**

**Past Events:**

- ▶ **Crimson Conversations Virtual Book Club, featuring the book When the Seatbelt Sign Goes Off by Nichole L. Davis. November 14, 2021**
- ▶ **Delta Red Carpet Movie v. King Richard, was released in movies on November 19, 2021.**

**Upcoming Events**

- ▶ **March of Dimes book drive collaboration with the Physical and Mental Health Committee. Please purchase books**

through the provided amazon link. The books will be donated to NICU families to create opportunities to connect with their children through reading. Deadline is 12/31/2021

- ▶ **Delta Red Carpet** Movie A Journal for Jordan released on 12/25/21 The project, "Journal for Jordan," is based on Dana Canedy's essay, which describes a 200-page journal penned by her fiancé, 1st Sgt. Charles Monroe King, for their son. Starring Michael B. Jordan.
- ▶ **IAC Community Literacy Campaign:** We will be donating new books for K-12 students who attend local Inkster Schools. We are partnering with the Scholastic Book Community Program, to purchase low-cost books.
- ▶ Giving Tree campaign sponsored through the Leona Hicks Library, located in Inkster, MI. We will be sponsoring local families.
- ▶ We would also like sorors to volunteer to take one of our collection bins to your place of employment to collect new books.
- ▶ We will work collaboratively with local Inkster schools and the LH Library to help family's sign-up for a library card virtually. All of these efforts will go towards our goal of donating age-appropriate innovative books for Reading Awareness Month in March of 2022.
- ▶ Leanna Hicks is also initiating a Student Ambassador/Teen Advisory Board.

#### **AUDIT: Soror Adrena Crowder**

- ▶ **No Report**

#### **COLLEGIATE CONNECTION– Soror TaQuinda Johnson Presented by Soror Paula Wiley**

**TaQuinda Johnson, Chair**

**Paula Wiley, Co-Chair**

- ▶ **Past Events**
- ▶ **Sexual Assault Programming with Delta Beta Chapter**
- ▶ On November 15th at 7:13 pm, we hosted "Let's Talk Sexual Assault" at Eastern Michigan University Halle Library Auditorium (G03)
- ▶ A conversation addressed the elephant in the room and catered to having a candid conversation around prevention focusing on behaviors, cultures, and blind spots.
- ▶ **Upcoming Events**
- ▶ Showering Sorors With Love
- ▶ On Dec 6th, we will shower Delta Beta Sorors with love providing them with a finals care package along with special Delta keepsakes
- ▶
- ▶ **In January, we will be hosting Part 2 of Let's Talk Problem Solving:** Sexual Assault in conjunction with the Delta Beta Chapter at Eastern Michigan University. More information to come on this event.

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

**Chair: Gabrielle Thomas CO-Chair: Breana Lewis**

- ▶ **PAST EVENTS:**
- ▶ **Thanksgiving Basket Donation**
- ▶ Collected Thanksgiving food items to supply three families of 5 with baskets
- ▶ Special thanks to Soror Lisa Shearer-Davis and subcommittee members
- ▶ for taking the lead on this event!
- ▶ **UPCOMING EVENTS :**
- ▶ **Toys for Kids Drive Thru**
- ▶ location: Western Wayne Family Center
- ▶ Dec. 18, 2021 10-12pm

#### **DELTA DEARS: Soror R. Lorraine Hurst Presented by Soror Leslie Grace**

- ▶ **PAST EVENTS:**
- ▶ **Workshop for Delta Dears regarding Information on Scamming.**
- ▶ Information on Best Health and Welfare practices. Held on November 14, 2021
- ▶ **UPCOMING EVENTS : None scheduled at this time**

#### **ECONOMIC DEVELOPMENT:**

- ▶ **NO REPORT**

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

- ▶ **Continue to follow Covid-19 protocols...** masks and handwashing
- ▶ Wearing masks is being mandated inside since the increase of positive Covid cases...
  
- ▶ **The CDC has their eye on the Omicron variant...**No cases reported in the United States, but the CDC is sure it will reach our borders.
- ▶ **Make to go Covid protection case**

**HERITAGE AND ARCHIVES: Soror Shareia Carter**

- ▶ **NO REPORT**

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

Ict provided chapter on preventing Phishing and email scams

- ▶ **Social Media Insights**
- ▶ **Oct 31, 2021 - Nov 27, 2021**
- ▶ **Facebook**
- ▶ Reach: 5,398 (49% increase)
- ▶ # of Post: 21
- ▶ People: 3, 389
- ▶ Best Times: 4-6 PM
- ▶ Best Days: Mon, Tues, Thurs, and Fri
- ▶ # of Followers 3,646
- ▶ # of Engagements: 1,008 (15% increase)
- ▶ New Followers: 22 People
- ▶ **Instagram**
- ▶ Reach: 737 (-30.5%)
- ▶ # of Post: 15
- ▶ People: 1,691
- ▶ Best Times: 6 am- 6 pm
- ▶ Best Days: Sunday- Saturday
- ▶ # of Followers 1,691 (+0.3%)
- ▶ # of Engagements 127 (-22.1%)
- ▶ Rate of Engagement 86.8%
- ▶
- ▶ Facebook Top Post
- ▶
- ▶ 11/10 What's Hair Got To Do With It?
- ▶ -2,000 People Reached
- ▶ -161 Engagements
- ▶
- ▶ 11/10 Scholarship Announcement
- ▶ -1,707 People Reached
- ▶ -62 Engagements
- ▶
- ▶ 11/18 Virtual Essay Writing Workshop
- ▶ -1,091 People Reached
- ▶ -48 Engagements
- ▶
- ▶ Instagram Top Post
- ▶
- ▶ 11/20 Honorary Member Post
- ▶ -49Likes
- ▶
- ▶ 11/9 Let's Talk Prevention
- ▶ - 32 Likes
- ▶
- ▶ 11/24 National Headquarters Newly Elected Executive Committee
- ▶ -29 Likes

- ▶
- ▶ Committee Newsletter submissions are due no later than the 25th of each month.

**INTERNATIONAL AWARENESS & INVOLVMENT: Chair Soror Patty Hines**

- ▶ NO REPORT

**PHYSICAL MENTAL & HEALTH: Soror Kamisha Stevens Presented by Soror Juanita Bell**

**Chair: Kamisha Stevens**

- ▶ PAST EVENTS: N/A
- ▶ UPCOMING EVENTS : March of Dimes Virtual Book Drive  
P & MH collaboration with Arts & Letters  
Goal is 100 books

**POLICY & PROCEDURES: Soror Carolyn Kimbrough**

- ▶ NO REPORT

**SOCIAL ACTION: Soror Karen Braxton**

**Chair: Soror Karen Braxton**

**Co-chair: Soror Donna Wilson**

- ▶ PAST EVENTS
  - ▶ **What’s Hair Got to Do With It?: An Informational Session to Highlight the Importance and Impact of the CROWN Act (virtual)**
  - ▶ Sign the petition: [www.crownact.com](http://www.crownact.com)
  - ▶ Special thanks to the ICT and Publicity/Ads committees\*
- ▶ UPCOMING EVENTS
  - ▶ **Forum on Redistricting - December 9, 2021 @ 6:30 p.m.**
  - ▶ Addressing what we can do during the 45-day public comment period
  - ▶ Collaboration with DAC, MAC, PAC, and SAC
- ▶ **55th National Convention Highlights**
- ▶ **Delta for Women in Action**
- ▶ 501c(4); social welfare group; allowed to participate in politics so long as it is not the primary focus
- ▶ Serves as a vehicle through which the public policy objectives, legislative priorities, and targeted candidates for public office are promoted/supported
- ▶
- ▶ **One Delta: Sustaining A Lasting Social Action Infrastructure & Legacy”**
- ▶ Social Action should be incorporated into EVERY event
- ▶ The committee will be requesting permission from each committee chair to include a “Call to Action” at each event
- ▶ Resolution
- ▶ **Call for Mandatory Implicit/Unconscious Bias Training for Healthcare Professionals**
- ▶ Submitted by Soror Kim Trent
- ▶ Resolution passed unanimously

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

- ▶ NO REPORT

- ▶ **NOMINATING: Soror Jenita Moore**

- ▶ PAST EVENTS:

N/A

- ▶ UPCOMING EVENTS :

- ▶ **Leadership Series: Leadership Has Its Privileges: IAC Next Top Chair**

**Date: Saturday, December 11, 2021**

**Time: 10-10:30am- During Sisterhood Hour**

- ▶ **The targeted audience is Committee Chairs, Co-Chairs and those who may want to be a chair in the future. However, all chapter sorors are welcome to attend.**

Corresponding Secretary



- △ It shall be the duty of the Corresponding Secretary to receive all correspondence to the chapter
- △ Inform the membership of all pertinent correspondence
- △ Respond to any correspondence as directed by the President or elected officer of the chapter, with the approval of the President.
- △ Disseminate chapter correspondence to the financial membership as requested by officers and chairpersons.

#### Recording Secretary

- △ It shall be the duty of the Recording Secretary to record the minutes of all chapter meetings. Minutes shall be defined as the official record of the proceedings of chapter meetings and shall include committee reports, discussions, decisions, questions and or actions handled or deferred to a future meeting.
- △ Have the minutes prepared and available for the membership;
- △ Keep attendance records.
- △ Receive proposed amendments to the Policies and Procedures.
- △ Post Minutes from General body and Executive Board meetings to a secure area of the chapter's web page within 10-14 days of the end of the respective meeting.
- △ She shall coordinate with ICT the upload to the secured location. She will notify the membership when minutes are posted.

#### Financial Secretary

- △ It shall be the duty of the Financial Secretary to: Keep a record of all income,
- △ Prepare written monthly report to the chapter of all income received.
- △ Issue receipts for income upon receiving funds.
- △ Sign checks only when reimbursement is for another fiscal officer.
- △ Turn all money over to the Treasurer to ensure the two-business day deposit requirement.
- △ Co-chair of the Budget & Finance Committee.
- △ Prepare the roster of financial chapter members.
- △ Attend financial workshops.
- △ Sign and submit the acceptance of fiduciary responsibility form.
- △ Serve as a member of the Minerva Circle.
- △ Read and be familiar with the Fiscal Officers Manual and Chapter's Financial Policies and Procedures.

#### Assistant Financial Secretary

- △ Assistant Financial Secretary is an elected position at the time of election of a Financial Secretary. This position must be bonded and may assist with all duties except signing checks, depositing funds, entering information in the Red Zone and managing accounts.
- △ Serves as a member of the Finance Committee
- △ The assistant financial secretary can assist in the collection of funds and can be assigned to assist chapter committees with the collection of funds for a specific event, approved by the President and Financial Secretary.
- △ The role of this fiscal officer is to assist and therefore do not supersede the duties of the financial secretary
- △ The assistant financial secretary shall attend finance training workshops
- △ Reads and becomes familiar with the Fiscal Officers Manual and chapter's financial policies and procedures.

### **GROW WITH GOOGLE: Soror Rhoda Pitts**

- ▶ **PAST EVENTS: N/A**
- ▶ **UPCOMING EVENTS:**
- ▶ **Workshop December 18, 2021- 11:00am-12:30pm (Delta Dears Only)**
  - Digital Skills for Everyday Task- Caroline Kennedy Library
  - Workshop February 26, 2022- Time TBD (Open to the community)
  - Power your job search- Virtual workshop
- ▶

### **UNFINISHED BUSINESS:**

- ▶ **Audit**
- ▶ **Soror Adrena Crowder.**
- ▶ **For the Period July 1, 2021 to September 30, 2021**
- ▶
- ▶ **SUMMARY AUDIT REPORT:**
- ▶
- ▶ The Internal Audit Committee completed a review of the financial records of Inkster Alumnae Chapter of Delta Sigma Theta Sorority, Incorporated for Q1, period July 1, 2021 to September 30, 2021. The review included a review of the chapter budget, 25% validation of disbursements, 50% validation of deposits, 10% validation of PayPal transactions and 100%

validation of membership dues collected during the period.

- ▶
- ▶ No material loss of financial assets exists. Internal controls are present, accurate and consistent practices throughout the audit period were represented, which led to findings as outlined below.
- ▶
- ▶ The Q1 findings\* -None
- ▶
- ▶ After review by the Chapter Internal Audit Committee, it has been determined that the Chapter has satisfactory financial internal controls, and the review supports the existence and utilization of these controls.
- ▶
- ▶ The audit was completed on November 16, 2021 and will be uploaded into the Red Zone before December 01, 2021 by the Internal Audit Chair, Adrena Crowder.
  
- ▶ **INTERNAL AUDIT MANUAL from National Internal Audit Committee**
  
- Changes and requirements for audit policies
  
- ▶ Presented by Sorors Christonna Campbell and Latonya Floyd
- ▶ Entire report available on Delta Sigma Theta Sorority, Inc. website.

**NEW BUSINESS:**

- ▶ None

**Announcements:**

- ▶ Soror Patty Hines
- ▶ World Aids Day Collaboration with DAC, SAC, PAC, and IAC. We hope to continue to collaborate for this event.

**Adjournment**

**Motion to adjourn meeting, Soror Larissa Barclay-Abrams, seconded by Soror Tanisha Hester. Motion carried unanimously by consensus vote. Meeting adjourned 8:33PM.**

Minutes respectfully submitted,  
Soror Leslie V. Grace

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