**Delta Sigma Theta Sorority, Inc.**

**Inkster Alumnae Chapter ∙ General Body Meeting Minutes**

**Saturday, December 10, 2022**

**CALL TO ORDER**

Meeting called to order at 11:15 AM by Soror Vivian Kirkland

Quorum present at 11:15 AM

**Location:**

**Zoom**

Meeting ID: 719 447 9532
Passcode: IACJ13#

**Agenda and Minutes**

* Adoption of Agenda for December 10, 2022
	+ President Kirkland- Edit Agenda to add ritualistic ceremony for opening and closing of the meeting.
		- Moved by Soror C. Kimbrough
		- Seconded by Soror J. Umstead
		- Vote by consensus- Approved 100% with changes
* Minutes of November 12, 2022 were approved as distributed

**COMMUNICATIONS: Soror Toi Flynn**

**CORRESPONDING SECRETARYSEPTEMBER REPORT**

* **National Mail**: N/A
* **Regional Mail**: MW Regional Director - Brittani Blackwell - (TY Card)
* **General Mail:** (17) pieces of mail collected

(2) PO. Box 11/23/22 & 12/08/22

(2) First Step - (TY Letter)

 **(**1) Returned mail from Khan & Company Invoice

* **Email:** (31) received (21) sent
* **Other Correspondences:**

(0) Dues payment

(1) Sales paper - Restaurant Equippers Warehouse

(6) Check(s) Holiday Luncheon

(3) Scholarship Donations

(1) Chase Statement

(1) English Gardens Statement

* **Committee Mail**:

(1) HER Project - (TY Card for Delta G.E.M.S)

(1) Global Strategies - (Audit Committee)

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

**Financial Committee Report**

**Financial Secretary Event Collection Report**

**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 ***12/06/2022*** the total number of event tickets sold:**30**

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

**Financial Secretary Announcements**

Sorors when purchasing tickets via PayPal for upcoming events, please remember to use the links provided **only** to ensure that the chapter does not consume the PayPal fee. Our revised IAC Policy & Procedures states:

 \**Associated fees to use PayPal and other merchant accounts can be passed on to the consumer/Soror, except in the case of dues.*

**Example:** The cost of the Holiday Luncheon is $30, in which the link provided will ensure that the consumer fee is included so that the chapter nets the full amount. The correct payment amount and fee should look like this:



Example: When Soror’s go into their PayPal account to make a payment for an upcoming event and do not use the event link provided, they do not consume the PayPal fee, the chapter does. See the short net amount below:



**Financial Secretary Announcements**

**FISCAL YEAR CHANGE**

Sorors, the body voted at the 55th National Convention to change the fiscal year from July 1st – June 30th to calendar year of January 1st – December 31st.

For 2022‐2023, the dues payable was January 1, 2022 – March 31, 2022. This covers SY July 1, 2022 – June 30, 2023.

The same as usual. Only 12 months of dues are being collected.

For fiscal officers, the Annual Financial Report and Annual Internal Audit Reports will still be due August 31st for a twelve‐month period.





Now, let’s look at what is fiscally called the ***short year***, which is July 1, 2023 – December 31, 2023. ***This fiscal period is to get us to the full calendar year reporting.***

For this period, and for those ***currently financial***, ***National Dues paid for 2022‐2023* is *extended for six months*** and includes national dues through ***December 31, 2023,*** from the 2022‐2023 dues payment.

**No further national dues will be paid for the short year, six-month period.** However, ***local dues*** payable is January 1, 2023 – March 31, 2023. And will cover you for the local portion of July 1, 2023 – December 31, 2023, to make you whole on the

requirement to pay national and local dues to be considered financial.

\***Note that local dues for the short year must be paid to remain properly financial at 07/01/2023**.

**DUES: FINANCIAL MEMBERS**

**Short-Year** (***July 1, 2023 – December 31, 2023***)

* Payable January 1, 2023 – March 31, 2023
* Six Months of Local Dues: **Reg MAL** - **$95**, **DEAR MAL - $90**
* No Late/Reinstatement Fees

**Full-Year** (***January 1, 2024 – December 31, 2024***)

* Payable July 1, 2023 – September 30, 2023
* Full Year of National and Local Dues: **Reg MAL - $390, DEAR MAL - $380**
* **Late Fee Begins October 1, 2023**

**DUES: NON-FINANCIAL MEMBERS**

**Full-Year** (***July 1, 2022 – June 30, 2023***)

* Full Year of National and Local Dues
* Reinstatement Fee Owed

**Short-Year** (***July 1, 2023 – December 31, 2023***)

* Six Months of Local Dues
* 
* Let’s look at it in grid format. 2022‐2023 dues covers 12 months from July 1 – June 30. As normal.
* Short year 2023 is due during normal payable period and will be six months of local dues.
* 2024 calendar year will be payable July 1 – September 30. This will cover the full year for
* January 1, 2024 – December 31, 2023.
* Also note 2022‐2023 national dues are extended for the six‐month period of July 1, 2023 – December 31, 2023, not waived for the six‐month period. Any member paying during July –December 2023 for 2022‐2023 dues will still pay the full, applicable national dues and local dues to have financial status for 2022‐2023. The late period is treated the same as members who reinstate during the fiscal year.

**Treasurer Announcements**

**BUDGETING**

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.



* There will be a 6-Month Budget due March 31, 2023 and Budget due August 31, 2023.

**Financial Committee Report
2022 – 2023 Sorority Year Financial Recap***(as of 11/30/2022)***Total CY Financial Members *(as of 12/6/2022) 125***

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* **Discussion:**
	+ **Miller-** There have been 51 tickets to the Holiday party sold as of Thursday.
	+ **President:** The $95 in the slides indicated for Member at Large is for the Chapter Associated Member
	+ **$95** is half of the local dues, that is where the fee comes from
	+ **Moore-** Recommends this be sent out to the chapter-
		- After the $95 is paid, where is a Soror for the ’23-’24 cycle?
		- In July Sorors must pay local and national dues
	+ In the new year what do we pay? Is there an increase?
	+ President- We have had no discussion of an increase of local dues. The 6-month period just ensures you are financial for the full year.
	+ Hester, there has been no determination of an increase in National Dues
	+ Crowder/President- you must make the 6-month payment to be financial next year.
	+ Kimbrough/ Finance Team – The difference for the DEARS is $5 instead of $10 because it is half of what would normally be paid.
	+ Hurst/Miller- If you are not financial now you would have to pay for the current financial year and the short year to be financial. The 12-month year cannot be bypassed.
	+ President- The rationale is that National dues must be paid for a full year, must align financials with what was going out to chapters
	+ Harston-LeDoux- Please send examples out to chapter, the amount of dues were voted on at the last Convention
	+ Crumbey- It was stated that we are still collecting funds for the luncheon, and correction we are no longer collecting funds.

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

**President: Vivian L. Kirkland**

**+**

* **November/December 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
	+ 12/5 Delta Red Pages – Open registration
	+ 12/7 Save the Date: National Founders Day Virtual Celebration Jan. 15, 2023
	+ 12/7 Call for Nominations - 2023 National Convention– Deadline Jan. 31, 2023
	+ 12/8 Grand Chapter Quarterly Financial Report & Financial Statements
* **November/December 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
	+ 12/2 Midwest Region Investigator - Applications Due 12/15
	+ NOTE: The P&P we voted on in May has not been approved yet (as of 12/8)
* **November/December Local News**
	+ December, January, February and March Chapter Meetings are virtual
	+ Visitors (non-IAC members) should send email with name, membership number
	+ Virtual Omega Omega Ceremony: Soror Marrietta Etheridge
	+ Thank you to all who Elevated, Enhanced and Empowered for November**!**

**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**

 **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:**

* **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

Budget/Finance- All Receipts Submitted \_\_\_\_\_\_ n/a \_\_\_\_\_\_

Demographic Form Submitted \_\_\_\_\_\_ n/a \_\_\_\_\_\_

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

* Discussion
	+ Audit funds were submitted and received
	+ C. Kimbrough funds were submitted and received
	+ C. Wilson funds were submitted and received

**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
* Encourage Sorors to go see new Whitney Houston movie

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**

**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**
* **President Kirkland**
* 8 days left to purchase shoeboxes for children

 **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**

**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** presented by Soror Vivian Kirkland

**Upcoming Event:**

* 6/3/23 from 7:00 to 11:00 PM
* Fairlane Banquet Hall
* Possible name “Glentz and Gentz Sneaker Ball”
* Discussion
	+ Soror B. Graham would like to be on the committee

**Bus to Convention: Ingrid Wilson Johnson**

* The cost currently is $180/Soror without details such as dates.
* This is the cost for 5 days
* Reach out about interest on riding bus or being on committee

UNFINISHED BUSINESS:

* **None**

**NEW BUSINESS:**

* **Springer-Floyd-**
	+ For Sorors elected in May, how does the new shortened Sorority year effect term?
	+ President- Wait on word from Grand Chapter, but will use current Policy and Procedures.

**ANNOUNCEMENTS**:

* **1st VP- Barclay- Abrams**
	+ Please use links in chat for Red Pages and Live Well Wednesdays
* **ERT- Shorter**
	+ Fill out a virtual Red Envelop so that we have it in case of an emergency during an online meeting or event.
* **J. Moore-** Announced return to Michigan legislature
* **President-** Shoebox link for International Awareness was emailed to the chapter, I will have it re-sent

**ADJOURNMENT:**

**Motion to adjourn meeting, Soror Donna Wilson, seconded by Soror R. Lorraine Hurst. Motion carried unanimously by consensus vote. Meeting adjourned 12:50 PM.**

Minutes respectfully submitted,

Soror Leslie V. Grace

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