

Delta Sigma Theta Sorority, Inc.
Inkster Alumnae Chapter • Executive Board Meeting Minutes
Thursday, May 10, 2018

CALL TO ORDER

Meeting called to order at 6:10 PM by Soror Tiffany Taylor Tait

Agenda and Minutes

- Soror Treva smith motioned to accept the May 2018 Executive Board meeting agenda; seconded by Soror Kimbrough Unanimous approval. Motion carried.

COMMUNICATIONS: Soror Alisa Smith

- ▶ National Mail: N/A
- ▶ Regional Mail: N/A
- ▶ General Mail:
- ▶ Thank you card from Soror Larissa Barclay
- ▶ Thank you letter from Western Wayne Family Health Center thanking IAC for a great discussion and program on Depression
- ▶ Committee Mail:
- ▶ Scholarship: 3 ticket payments for Splash of Red
- ▶ Finance
- ▶ (1)English Gardens statement
- ▶ Returned check due to error in payable to

TREASURER’S REPORT / FINANCIAL SECRETARY: Soror Wenonah Handschu and Jami Umstead:

- ▶ Beginning Balance (*General Checking*) \$26,483.29
- ▶ Total Receipts (*General Checking*) \$8,302.00
- ▶ Total Expenses (*General Checking*) (\$7,563.41)
- ▶ Ending Balance (*General Checking*) \$27,221.88
- ▶ Total Difference (*Book versus Bank*) (\$0.40)
- ▶ 2018 – 2019 SY Financial Members 53

14 in process

- ▶ Receipt & Expense details on attached page

2017–2018 (Current) SY Budget Recommendations

Amount	Line Item	Move to	Reason for Change
\$1,500	2017 Round-up	Fellowship	Dear Tea
\$500		Hospitality	Cover current line item overage and futu
\$106	2018 Regional Conference	H&P	Cover current line item overage
\$130		ICT CodeReadr	Cover current line item overage and futu

\$100		ICT Phone/Text	Cover current line item overage and fut
\$300		Ads / Publicity	Cover current line item overage and fut
Program Planning / Red White & Que	\$1000	H&P	Complete chapter branding purchases

2018 – 2019 SY Proposed Budget

- ▶ Proposed operating budget can only be amount collected from dues
- ▶ Proposed budget must be balanced
- ▶ Cover basic operating expenses
- ▶ Amounts based on requests, previous 2 years spend and immediate committee needs
- ▶ Quarterly review with appropriate recommendations to meet chapter needs
- ▶ Event budgets are required within 30 days of event completion

Motion: Budget Proposed Adjusted Recommendation- Moved by Soror Handschu and Second by Soror McConnell. Unanimously approved and motion carried.

ADMINISTRATION: Soror Tiffany Taylor Tait

Updates

Updates

- ▶ Thank You, SORORS!
- ▶ Sunday 4/15-Thursday 4/19 IAC Scholarship Interviews
- ▶ Saturday 4/21 Clean IAC Highway Community Service
- ▶ Saturday 4/21 Teen Summit 10 a.m.-2p.m. WCCCD Western Campus, Belleville, MI
- ▶ Delta GEMS 2018-2019 Application Due
- ▶ Saturday 4/28 PPD Committee Planning Meeting, Simmons Center, 8:30am
- ▶ Tuesday 5/1 Women and Depression Community Event 5:30 - 7:30 PM, The Inkster Center 2700 Hamlin Blvd. Inkster, MI 48141
- ▶ Wednesday 5/2 Voter registration Canton High School, 8415 N. Canton Center Rd, Canton 10am-12pm
- ▶ Saturday 5/5 Delta Academy End of Year Event/ Painting with a Twist
- ▶ Chapter Planning and Participation in our IAC Events/ Must Include a Budget
- ▶ Scholarship Donations Now Accepted Online! www.inksterdeltas.org click on the *Scholarships* then *Donations* tabs
- ▶ Flyer and Social Media Publications; 5W's, Official Chapter Logo, E.N.G.A.G.E.M.E.N.T. in Western Wayne County since 1959, Chair, Co-Chair, and the Chapter President Names'
- ▶ All Committee T shirt sales must be approved
- ▶ Review and approve in advance all chapter publications and committee communications and commitments then forwarded to the 1st VP
- ▶ Monthly Chapter Meeting Location: Simmons Center Sisterhood Hour 10 a.m.
- ▶ Continue to share any interested community partners, funding ideas, and in kind resources/service ideas
- ▶ Committee Conference Calls send notification through Office 365 to inform all members to encourage participation
- ▶ Login Office 365 account ict@inksterdeltas.org

National

- ▶ Delta Sigma Theta Sorority, Inc. The 2019 Honorary Membership Recommendation Form with the required attachments must be submitted to the Special Committee (Honorary Member Selection) via email at NHMSC@deltasigmatheta.org by June 15, 2018. (email sent 4/27)
- ▶ Delta Sigma Theta Sorority, Inc., in collaboration with the National Pan-Hellenic Council (NPHC) and the NAACP has issued a Voter Takeover call to action. Guidelines for voter registration, education and mobilization activities are available by clicking the link to the Voter Takeover movement flyer. (email sent 4/30)

Regional

- ▶ 48th Regional Convention Cincinnati, Ohio August 16th -19th, 2018.
- ▶ Candidate Profiles for all seven regional slates are now available on the Corporate Website www.deltasigmatheta.org in the "Members Only" section after clicking the "Member Portal" tab. Select the Members Main Area: Main link, then Campaign Center-View Candidate Profiles, to access the documents.
- ▶ Regional Conference 2018 IAC registrants, IAC attendants, awards recognition

UPCOMING EVENTS

- ▶ WE NEED IAC VOUNTEERS FOR the EXPUNGEMENT FAIR
- ▶ UPCOMING EVENTS
- ▶ MAY WEEK 14th- 20th 2018 Is HERE!!!!!!
- ▶ Monday, May 14th Splash of Red Party for Scholarships Ford's Garage Restaurant 21367 Michigan Ave. Dearborn, MI 48124 4-9 pm Ticket Price:\$30 adults Wear a Splash of Red and you could win a prize This event is open to public
- ▶ Thursday, May 17th Delta DEARS Tea "Roses are Red" Rose's Restaurant and Lounge 201 N. Canton Center Rd Canton, MI 48187 12 noon-3 pm This event is closed to the public
- ▶ Friday, May 18th Hustle for Heart Health with Steve "Silk" Sturkey Henry Ford College Welcome Center Community Room 5101 Evergreen Rd. Dearborn, MI 48128 7-9 pm Cost: \$10 adults Snacks available for purchase This event is open to public
- ▶ Saturday, May 19th Expungement Fair American International Academy School, Inkster Campus 27100 Avondale St, Inkster 48148 10 am-2 pm This event is open to public
- ▶ Sunday, May 20th Ecumenical Service New Hope Church 33640 Michigan Ave Wayne, MI 48184 Service starts 10:45 am (Sorors arrive at 10:15am) Sorors wear Red

PROGRAM PLANNING: Soror Kennetha Mentor

PAST EVENTS

- ▶ Thank you to all the committee chairs who attended the annual PPD Meeting on Saturday, April 28. Thank you to all the committee chairs who have submitted their 2018-2019 committee calendars. I am still collecting committee calendars for 2018-2019. Dates are filling up fast. Please submit your calendars no later than Thursday, May 17, 2018.

UPCOMING EVENTS

- ▶ Local Chapter Awards submissions are now available for: **Committee of the Year, Soror of the Year, and Delta Dear of the Year.** Please complete submission forms and return to 1st VP by May 26, 2018.
- ▶ Committee chairs-now is the time to complete your Award submissions for the 2018 Regional Conference. Award submissions are due May 31, 2018. The following categories include:
 - *Alumnae Chapter of the Year*
 - *Alumnae Soror of the Year*
 - *Delta Dear of the Year*
 - *Economic Development*
 - *Educational Development*
 - *International Awareness & Involvement*
 - *Physical & Mental Health*
 - *Political Awareness & Involvement*
- ▶ Committee chairs please make sure you complete the Demographics Form within 2 weeks of your events and submit to 1stvp@inksterdeltas.org.

MEMBERSHIP: Soror Juanita Bell

Upcoming events:

Thursday May 17, 2018

Delta Dear Tea – Roses are Red

Rose's Restaurant and Lounge

201 N. Canton Center Road

Canton, MI 48187

Noon – 3:00

Dears wear Red / Hostesses wear white and should arrive by 11 to set up

June 21, 2018 (Date Change)

“Putt Putt your Mids Up”

Armstrong’s Funland 8787 Belleville Rd

Belleville, MI 48111

6:30 – 9:00

Date changed due to the car shows they have each Friday. The new proposed date is Thursday June 21st at 6.30 pm

Cost is tentatively \$8.00 per person (Includes Golf, Hot Dog, Fries and Ice Cream Cone.)

Discussing with Soror Armstrong the possibility of including the Walking Taco as a second option instead of the hot dog. Once this is finalized I will get a flyer out to Sorors.

Payments will be accepted upon arrival however and online sign up from will be placed on the IAC website so we can get a tentative head count for food purposes.

This is a Soror, Family and Friend event

Action Item:

- ▶ The Reclamation Project
“Calling all Deltas to the floor!! We got some here, and we need some more!”
- ▶ The Reclamation Project is a subcommittee of the National Membership Services Committee. Over the next two years, they will be working to create innovative and sustainable initiatives with individual Sorors, through chapter, regional, and national initiatives to achieve our reclamation goal. Our immediate goal is to reclaim 4,000 members by June 30, 2018, and we need your help to be successful!
- ▶ During the events we have coming up especially during May Week we can invite Sorors and use the #Reclaim4k hashtag on our social media posts.
- ▶ The Mighty Midwest, Each One Reach one initiatives also include a monthly Call-A-Thon during the 4th week of each month where either the Membership committee, chapter or designated Sorors commit to spend 1 hour contacting inactive Sorors inviting them back into the sisterhood.
- ▶ Please let me know if you are interested in participating this month. We can do it from our homes during an available hour of your time on Wednesday April 25th. I would just need you to send me the number of Sorors you were able to reach out to during that time. For those who participate, please feel free to utilize the attached script as a talking point during your calls if you need it.

Call to Conference:

- ▶ We have a sign-up sheet that questions if you are going to the Midwest Regional Conference and if so, how are you getting there? Please make sure to let us know your mode of transportation.
- ▶ Midwest Regional Conference Community Service:
- ▶ The Cincinnati chapters would like to help the Cincinnati Union Bethel, the longest-running social service agency in the Midwest and in Cincinnati by collecting personal care items for women victims of human trafficking and sexual exploitation.
- ▶ Items include the following:
 - Full-sized personal care items
 - New undergarments
 - Cleaning supplies
 - Socks
 - Sheets
 - Gift cards to stores like Walmart, Target, Kroger, Family Dollar etc.
- ▶ We will collect items at all E-board and chapter meetings through the end of the Sorority year and will take our chapter donations to the conference.

CHAPTER ACKNOWLEDGEMENTS

- ▶ **Care and Concern:**
- ▶ Thank you to all the Sorors for attending and participating in the Omega Omega ceremony for Charter member Thelma McCollum. The service was beautiful. Please keep her husband William McCollum and their daughters, Sorors Denise, Jana and Lorna in your thoughts and prayers.
- ▶ **May Hostesses:** Theola Jones, Carolyn Kimbrough, Vivian Kirkland, Phyllis Martin, Kym Maynor-Legreair, Ayanna McConnell, Vernice McGough

BIRTHDAYS

Tiffany Taylor Tait	May 4th
Corell Jones	May 6th
Shareia Carter	May 8 th
Alise Collier	May 12 th

ANNIVERSARIES

Mary Fowler	May 5 th
Vivian Flounory	May 11th
Elizabeth Gilreath	May 11th
Carole Watson	May 18th

DELTA ACADEMY: Soror Shareia Carter

PAST EVENTS

- ▶ Saturday, May 5, 2018, we held our year-end celebration at Lincoln Park Skating from 12-2:30pm. Location: 1419 Southfield Rd., Lincoln Park, MI 48146. See photos.

UPCOMING EVENTS

- ▶ Applications for the 2018-2019 are now available. The due date is June 14, 2018. Continue to share via social media.

DELTA GEMS: Soror Danita Tucker

Upcoming Events

- ▶ The GEMS had their end of the year event on Sunday, May 6th at Painting with a Twist in Dearborn. We had a very nice turn out, 14 GEMS and 6 advisors. Wonderful time, we all truly enjoyed it. Our picture was Black Girl Magic, which represents all of our GEMS. Each of their paintings was a reflection of who they are.
- ▶ We held interviews for seven perspective GEMS on Thursday, May 3rd. They will all be inducted on Sunday, June 3rd at 4:00pm at the Simmons Center.

SCHOLARSHIP & FUNDRAISING: Soror Ayanna McConnell

- ▶ Current Scholarship Liabilities
- ▶ 2016 Kathryn Adams Award (\$1000, 4 year renewable) – Vorice Patterson, U-M Flint
- ▶ 2017 Kathryn Adams Award (\$1000, 4 year renewable) – Jayla Jenkins, Embry Riddle University
- ▶ 2018 Scholarship Selection Recommendations
- ▶ Kathryn Adams, \$1,000 award (renewable)
- ▶ Ebony Daniels of Inkster, MI
- ▶ 3.5 GPA at River Rouge High School
- ▶ Kathryn Adams, \$1,000 award
- ▶ Joshua Jackson-Henley of Belleville, MI
- ▶ GPA at Belleville, High
- ▶ Delta Scholarship, \$750
- ▶ Mariah Tucker
- ▶ Delta Scholarship, \$750
- ▶ Chantal LeDoux of Canton, MI
- ▶ GPA at Plymouth High School
- ▶ Delta Scholarship, \$750
- ▶ Rani El-Amin of Plymouth, MI
- ▶ Canton High School
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- ▶ Mariah Tucker
- ▶ Delta Scholarship, \$750
- ▶ Chantal LeDoux of Canton, MI
- ▶ GPA at Plymouth High School
- ▶ Delta Scholarship, \$750
- ▶ Rani El-Amin of Plymouth, MI
- ▶ Canton High School
- ▶ Delta Scholarship, \$750

Motion: Amend Delta Gems Scholarship policy to allow Scholarship award to active Delta Gems. Moved by Soror McConnell and second by Soror Carter. Unanimously approved and motion carried.

Policy & Procedure - Soror Carolyn Kimbrough

- ▶ New updates

Audit – Soror Tamara Hunter

- ▶ 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 the period January 1, 2018 to March 31, 2018. The review included a 25% validation of disbursements, receipts, deposits, and 100% of membership dues collected during the period.
- ▶ A summary of the findings is listed below.
- ▶ No material loss of the financial assets exists. The Financial committee is in the process of making the Q1 & Q2 recommended changes that are required to be completed by the end of the sorority year.
- ▶ The Q3 findings are as follows:
 - The process surrounding receipts and deposits needs to be reviewed to confirm what the practices should be.
 - Budget numbers should be reviewed to ensure that they agree with meeting minutes and that no over spends occur.

 - A motion was made during the January meeting to move forward with properly setting up the chapter's PayPal account. The audit was performed with the assumption that the chapter will adhere to all of the setup and operating guidelines as per the documents currently in existence used by National Headquarters (Finance Manual, Internal Audit Guidelines, & Delta Internet Guidelines).

 - The Financial committee is in the process of updating the chapter's Internal Policies & Procedures to capture any necessary financial processes.

 - All numbers have been reconciled and balances as of March 31, 2018 are accurately reflected in the financials. A copy of the Detailed Audit Report has been provided for the chapter's records.
 - After review by the Chapter Internal Audit Committee, it has been determined that the chapter has satisfactory financial internal controls but the review does not support the utilization of these controls.

 - The audit was completed on April 8, 2018 and will be uploaded to the Red Zone by the Internal Audit Chair on when it becomes available for Q3 data entry.
- PAYPAL, MERCHANT, & ONLINE BANKING (Audited by Soror Ingrid Wilson-Johnson & Soror Latanya Beanum)
- The Financial Committee is in the process of updating the IPP.
- Procedures for setting up PayPal
- Procedures for handling PayPal
- Procedures for handling online banking
- Page 44-47 of the Fiscal Officers Manual references PayPal setup and handling/operating
- BANK RECONCILIATIONS (Audited by Soror Vivian Kirkland & Soror Danita Tucker)
-
- The chapter has an approved check registry
 - Page 31 of the Fiscal Officers Manual references check registry's
 - Page 33 of the Fiscal Officers Manual references bank reconciliations
- MEMBER DUES AND VALIDATION – (Audited by Soror Rolanda Davis & Soror Teanisha Eli)
- Overall member status is accurate. National dues were submitted within thirty days of receipt in most cases. Of the 51 dues payments audited, the following findings were noted:
 - Incorrect check number for Vivian Flounory
 - Amount of check does not match the check number deposited for Mary Fowler
 - Check numbers are logged differently for Dosye Thompson
 - Time to transmit dues was too long at 65 days for D'Angela Pitts ← Soror chose to have her check held to pay dues for the following year. This was noted on the Dues form.
 - Need to document that one check is paying for multiple dues for Linda Sims
 - Dues payments are required all at once and was not the case with Alisa Smith
 - Check was not given a sufficient amount of time to clear (5 business days) for the following:
 - Elizabeth Gilreath
 - Carol Kimbrough
 - Kim Maynor-Legreair
 - Tyara Montgomery
 - Peggye Rankin

- Carol Watson
- Frances Webb
- Sharon Williams
- Pending dues where payment submitted to National Headquarters could not be verified:
 - Corell Jones
 - Eunice Willis
 - Felecia Shumate
 - Earnestine Wilson
 - Traci Tounsel
 - Faith Ivey
- GENERAL COMMENTS AND FINDINGS
- Dues exceptions have been noted in detail in the Dues section of the report.
- Opportunities with the receipt process are noted in the Receipts section of the report.
- There are opportunities to better document the budget numbers as they tie to individual line items as well as to the chapter meeting minutes.
- Detailed Findings and Recommendations
- FINANCIAL REPORTS – Budget (Audited by Soror Rolanda Davis & Soror Teanisha Eli)
- There exists an approved budget.
- The budget numbers do not agree with the chapter meeting mins.
- The budget was exceeded during this quarter.
 - Page 29 of the Fiscal Officers Manual can be referenced for the procedure to handle
- The committee auditors were unable to validate that the quarter beginning expenses match the prior months ending balance.
- Housing and Properties expenses are not in line with what is listed in the budget.
-
- DISBURSEMENTS – (Audited by Soror Ingrid Wilson-Johnson & Soror Latanya Beanum)
- The Financial committee is working on updating the chapter IPP to include the following:
 - Issuance of non-check disbursements (i.e. – Transfer of dues to HQ).
 - Handling cash advances.
 - Disbursing honorariums.
 - Handling disbursements made under extenuating or emergency circumstances.
 - Storing of voided checks.
 - Document when a receipt is required.
- The auditors request that an event budget be submitted along with a voucher to illustrate how budget items are spent.
- 10 samples were reviewed and produced no issues.
- RECEIPTS – (Audited by Soror Vivian Kirkland & Soror Danita Tucker)
- The following discrepancies were noted:
 - Check registry does not include the scholarship account for January.
 - Check registry vs. bank statement discrepancy for a deposit of \$220 where the dates were different: 2/6 vs. 2/7.
 - Questioning of the policy behind providing receipts; IPP are in the process of being updated by the Financial Committee.
 - There are no internal procedures for handling receipts; Dues paid by checks? Itemized cash deposits?
 - Page 27 of the Fiscal Officers Manual refers to when receipts should be created
 - IPP are in the process of being updated by the Financial Committee.
 - Handling receipts from merchant accounts or secure online payment systems such as PayPal.
- 12 samples were reviewed:
 - Source of receipt consistently not reflected on the Treasurer’s report
 - Amount of receipt consistently not reflected on the Treasurer’s report
 - Individual numbered receipts consistently not issued for all funds on deposit slip
 - Details on deposit slips consistently do not match the details in the Financial Secretary’s book
-
- RECOMMENDATIONS
- For all comments addressing a lack of policies and procedures, it is recommended to follow the national guidelines. Page 4 of the Fiscal Officers Manual references Chapter Fiscal Policies and Procedures.
- There are no internal procedures for handling honorariums, but IAC does not currently give those per the audit team. However, if something changes in the future it would be in the chapter’s interest to update the policies and procedures to address such cases.
- For budgeted events, chairs should do a final reconciliation report out of what they spent to show the tie back to the budget.

COMMUNITY SERVICE: Soror Treva Smith

PAST EVENTS:

- ▶ Spring cleaning of Delta Sigma Theta Highway at (Inkster Road & Michigan) took place April 21st at 9:00am. There were 12 Sorors that participated in this community effort.

UPCOMING EVENTS:

- ▶ Pancake Breakfast for Samaritas Homeless Family Shelter in Wayne, MI is scheduled for June 2, 2018 from 7am – 11:30am. Sign up is available via online link under Events on the website. Also, a sign-up sheet at chapter meeting. This is a closed event to SORORS ONLY or contact Soror Treva Smith.
- ▶ Thank you to the Sorors that signed up for the original date and who have agreed to participate on this rescheduled date.

Physical & Mental Health – Soror Dickson

- ▶ Hustle for Heart Health
 - Friday May 18
 - 6:00 to 9:00
 - Henry Ford College Welcome Center
 - 5101 Evergreen Dearborn, MI, 48128

POLITICAL AWARENESS: Soror Lisa Harston-LeDoux

Past Events

- ▶ Voter registration drive 5/2/18 at Canton, Plymouth and Salem high schools. We registered 65 high school seniors.
- ▶ Sorors present :Alisa Smith, Tiffany Tait, and Lisa Harston-LeDoux

Upcoming Events

- ▶ Expungement & Community Resource Fair
 - Saturday, May 19,2018 10am-2pm
 - American International Academy School, Inkster Campus
 - 27100 Avondale St.
 - Inkster, MI 48148
 - Sorors attire: Red/Community Service shirts
- ▶ Delta Days at the State Capital-Sunday 6/3/18

NPHC - Soror Juanita Bell

- ▶ **Delta Sigma Theta Sorority, Inc. Ann Arbor Alumnae Chapter**
- ▶ Solid Gold in Education – Scholarship Award Ceremony
- ▶ Brown Chapel A.M.E. Church – 1043 W. Michigan Ave Ypsilanti, MI
- ▶ May 18, 2018
- ▶ 7:00 PM
- ▶ **Delta Sigma Theta Sorority, Inc. Detroit Alumnae Chapter**
- ▶ Detroit Bingo
- ▶ May 18, 2018
- ▶ DSTDFI Headquarters
- ▶ 1:00 PM
- ▶ \$30.00 for 10 games
- ▶ **Delta Sigma Theta Sorority, Inc. Detroit Alumnae Chapter**
- ▶ Flash Back Friday – Fish Fry and Tent Party
- ▶ May 18, 2018
- ▶ DSTDFI Headquarters
- ▶ 8:00 PM – Midnight
- ▶ \$30.00 in advance (\$35.00 at the door)
- ▶ **Omega Psi Phi Fraternity, Inc.**
- ▶ 38th Annual Scholarship Dinner
- ▶ May 19, 2018
- ▶ The San Marino Club – 1685 E. Big Beaver Rd. Troy, MI
- ▶ 7:00 PM
- ▶ **Phi Beta Sigma Fraternity, Inc.**
- ▶ 20th Annual BBQ
- ▶ May 27, 2018
- ▶ Belle Isle Park
- ▶ Noon – 9 pm
- ▶ Free Food

NOMINATING: Soror Traci Tounsel

▶ **UPCOMING EVENTS:**

- ▶ May sorority meeting is chapter vote. The positions are Corresponding Secretary, Financial Secretary and Recording Secretary. We have one candidate for Corresponding Secretary and no candidates at this time for the other two positions. There is the possibility for a candidate to run from the floor. We will hear speeches from the candidates and they will be asked a question by the Nominating Committee, following will be the chapter vote, facilitated by the Elections Committee.

May Week - Soror Adrena Crowder

- ▶ Ford Garage Event -5/14/2018
- ▶ Social Media Day - 5/16/2018
- ▶ Delta Dears Tea - 5/17/2018 – request for volunteers
- ▶ Hustle Night 5/18/2018
- ▶ Expungement Fair – 5/19/2018
- ▶ New Hope Baptist Church 5/20/2018
 - Sorors wear red and arrive at 10:15am
 - We want to give a donation to the church and will ask Sorors to donate in advance

UNFINISHED BUSINESS:

NEW BUSINESS: N/A

Announcements:

Soror Hurst – Shared some news regarding Soror Shirley Shockley

Adjournment

Motion to adjourn meeting, Soror Shareia Carter seconded by Soror Jami Umstead. Motion carried unanimously Meeting adjourned at 8:38 p.m.

Minutes respectfully submitted,
Soror Delmeer Oliver