

Tuesday, July 10, 2018 7:14pm
Delta Sigma Theta Sorority, Inc.
Saginaw Alumnae Chapter
Meeting Location: Saginaw YMCA

Call Meeting Minutes

Attendees: President Lawrence-Webster, Sorors Tacarra Ford, DeAnna Burton, Joyce Barlow, Felicia Peters, Barbara Jones, Brenda Vinson, Daphne May-Gibson, Ola McMillan, Sheronda Hodgers, Lera Aikin, Fontella Smith, Gwen Bowman, Dana Simmons, Bertha Fabin, Beverly Harge, Shalanda Ellison, Lizzie M. Robinson, Lisa Ingram, Gina Osborne, Mel Moses-Johnson

Communication Process

1. Soror Ellison explained proposed communication process. It will be run by committee with each person having specific duties.
2. Communication will run through Soror Ellison to be approved by the President
3. Communication includes Internal (List Serve) on Mondays as well as External (i.e. flyers, tickets etc)
4. The committee is working on developing templates to provide to committee chairs to explain how to submit needed info & to whom (who handles what type of communication)
 - a. Publicity does not proofread documents. It is the duty of the committee to proof documents before submitting.
 - b. Soror Lanasia Hood is handling the design portion only and needs all info submitted by the committee to be accurate and all pertinent details provided.
5. Historical communications will be housed on the website.

Chapter Calendar

1. Committee chairs with planned events need to submit the date of the events by July 15th so that the chapter calendar can be submitted to the Regional Director by July 31st.
2. The goal is to have it on the website. We will have one internal calendar that is all inclusive of each event and meeting. But the calendar submitted to the Regional Director will not include every single event.
3. Power Play will be the 2nd Saturday in November

VOTE TAKEN:

*Change November 10th meeting date to November 3rd (Motion by Bev Harge, 2nd by Daphne May- Gibson).
Motion passed unanimously*

4. Discussion of moving May meeting to 9:30am on Saturday to accommodate Hats Off to Mom attendance. Soror Ford brought up Saginaw Valley's graduation is also that day. Soror Webster recommended other weekend options. (do not believe this discussion resulted in a vote or a change to meeting time)
5. Currently, we pay dues in March and adopt budget in May or June. President Lawrence-Webster explained intent to begin holding the Strategic Meeting in November and voting on dues in December. So May meeting would not be a planning meeting.
6. We collected more than \$50,000 this year, therefore an audit is required...

VOTE TAKEN:

*Hire Tom smith as External Auditor at a cost of \$500 (Motion by Mel Moses-Johnson, 2nd by Betha Fabin)
Motion passed unanimously*

7. Discussion-last time the auditor did not accept the fee, but instead donated it back to the Sorority.
8. Soror Daphne May-Gibson recommended using weeks instead of exact dates for some items on the calendar.

Financial Handbook

1. Change section on Chapter Structure-correct definition of Executive Board (page 2)
2. Correct Bank Name from First Merit to Huntington

VOTE TAKEN:

The Financial Handbook updated July 2018 be adopted for the 2017-2018 audit (Motion by Gina Osborne, 2nd by ?)

Motion passed

Candidates Supported by our Chapter at Regional Conference

Profiles, backgrounds and qualifications were read off for each candidate. A vote was taken for each position/office, and chapter support will be for the following candidates per unanimous or majority vote:

- **Regional Director**-Soror Spencer from Springfield, IL (Motion-Gwen Bowman, 2nd-Gina Osborne)
- **Regional Representative**-Soror Loving from Delta Beta (Motion-Daphne May-Gibson, 2nd-Dana Simmons)
- **Member of National Scholarship & Standards Committee**-Soror Valencia Wilson (Motion-Tacarra Ford, 2nd Bertha Fabin)
 - *Gwen Bowman moved to support Soror Marion Binnion for this position (2nd by Mel Moses- Johnson), but the motion failed*
- **Member of the National Nominating Committee**-Soror Dukes (only had one candidate for one position...no vote needed)
- **Chair, Regional Nominating Committee**-Soror Debra Hunter Harville (Motion-Tacarra Ford, 2nd-Shalanda Ellison)
- **Collegiate Member of Regional Nominating Committee**-Soror Raven Willis from Chicago (Motion-Bev Harge, 2nd-Dana Simmons)

A show of interest was taken by Soror Fontella Smith regarding whether or not to have a line this fiscal year. She passed slips around and requested members to state "yes" or "no".

Storage Space-Copier

1. We have investigated space at CAC for the price of \$125 to use for storage and potentially house a copier.
2. We currently pay \$55 for storage only
3. Soror Dana is looking into a space in another building on Michigan (Old Town Saginaw).
4. Soror Jones asked about how often the space would be accessible to make copies with regard to needing copies for the Reading Program
 - Space would be available 24x7 at CAC
 - We would have security and a key
 - We would have 2 keys

For the Good of the Order & Upcoming Events-Reminders

1. Soror Joyce Barlow-reminder, support is needed for Golf Tournament which is September 1st.
2. Soror Tacarra Ford-reminder, White Party is next Chapter event-August 3rd. Support needed, please purchase & sell tickets.
3. Soror Gina Osborne-We need to work on getting printed materials to Sorors who do not have access to email.
4. Soror Felecia Peters is collecting household items for the Women's Shelter, a public service project for Regional Conference. New Blankets, sheets, towels, dishes, silverware, etc. will be accepted as donations, as well as cash. Donations accepted through August 3rd.
5. Soror Fontella Smith-"My sister's keeper" -create a list of Sorors who are not financially active to reach out and invite them to events and utilize their talents and special skills.

Meeting adjourned at 8:50pm