**Chapter Meeting Minutes**

**Alpha Kappa Alpha Sorority, Incorporated®**

Pi Epsilon Omega Chapter

November 13, 2021 Regular Meeting #11

Madam Basileus Trina Cooper, called the meeting to order on Saturday, November 13, 2021, at 10:03 a.m. via Zoom. The agenda was presented and moved for adoption by Soror Dianne Davis, seconded by Soror Veronica Byrd. All agreed. Soror Brenda Laws gave mediation and recited a list of things to be thankful for. A quorum was established at 10:13 a.m. Roll call of sorors vetted 28-chapter members present. (See attached attendance list) Greetings were done by Soror Tasha Hoffler and she asked everyone to take some time out for themselves and read a poem called “Being our Best Self”.

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| **READING AND DISPOSITION OF MINUTES** | **Reading of minutes (x) Yes ( ) No**  Minutes were read by Soror Sonia Riggins. Changes to the minutes are as follows: Soror Brenda Laws raised 2,300 instead of instead of 3,300; Bylaws will be voted on in December and not November; and in the Hodegos report, card was misspelled; in the MIP section, the dates should be the 10th-11th. Soror Veronica Byrd moved to accept the minutes with the necessary corrections, seconded by Soror Lise Caldwell-Hall; All agreed. |
| **REPORT OF OTHER OFFICERS** |  |
| **Basileus Report** | Madam Basileus reported   * Would like to give out Thanksgiving gift cards from Food Lion to two families one in Accomac and one in Northampton County. Soror Marie Billie made the motion, seconded by Soror Sherry Kinsey to give out two gift cards from Food Lion for $100 to a family in Accomac and Northampton counties. All agreed. * Suggested that the newsletter be sent out at the end of the year. * Continue to talk with committee chairs because some of the committees do not have a lot of participation. Also, want to put, if approved, the new candidates on committees but not as Chair or Co-Chair. Will be reaching out to the committees and chairman. * Asking each Soror in the Chapter to come up with at least 4 or 5 pairs of shoes for our Shoe Rally. No heels. We need 200-300 pairs. We need to find a meeting point to get them to Soror Joyce. * Thanked everyone for turning in their chapter assessments. * Will be purchasing containers soon. If anyone wants to help out would be great. * Executive meetings are only for the Executive Board and the Chairman. If you can’t be there, you will need to find someone on your committee to take your place. * Marguerite Taylor, Northern-Western Virginia Coordinator, has agreed to come and do a chapter operations session for us in January. Thought that this would be a good time to do it, with our new candidates coming in. * Starting in January 2022, reports should be turned in before the chapter meeting. If not, nothing should be said and if you do not have a report, you will be skipped over. If you have a reminder, it should be on a report. * Soror Rachel asked where it states, who can attend the executive board meeting. Soror Lise stated that it is in the Manual of Standard procedures and that she will check to pinpoint exactly where it is located. * Working with the Protocol committee for the attire for 2022. Wants you to have a clear understanding of the attire. * Remember that when you are in the executive meeting or chapter meeting, no one else should be in the room with you. * Soror Marie Billie stated that it would be helpful if we could get references to know where to find certain information. This will also be helpful for our mentees and new members. |
| **Tamiouchos** | **Summary of financial statement or explanation of budget:**  Soror Shevara Chandler reported  Basic Account ~ $8480.71  Scholarship- $5265.51 |
| **Pecunious Grammateus** | Disposition of Report C Report Attached (X) Yes () No  Soror Ashlynn Wright reported:  Collected $680.00; *breakdown*  Chapter dues - $355.00  EAF - $325.00 |
| **Epistoleus** | Disposition of Report Report Attached () Yes (X) No  Soror Sierra Smith reported the following correspondence:   * A card from the Family of Margaret Harmon, thanking us for our sympathy. * A note from the Northampton High School guidance department thanking us for our support with the scholarships and for helping the Class of 2022 with educational plans. |
| **Hodego**s | Disposition of Report C Report Attached (X) Yes () No  Soror Tasha reported social courtesy has been asked if we could have an activity for Christmas in person. Madame Basileus stated we could if with under 50 people. Soror Tasha stated the committee will come up with something for everyone. Birthdays for the month of November are: Sorors Roneqah – 11/15; Soror Armajeanne 11/18; and Soror Autumn – 11/21. Happy Veterans Day to Soror Lise. |
| REPORTS OF EXECUTIVE, STANDING COMMITTEES AND AD HOC COMMITTEES  Disposition of committee report was: | |
| 1. Referred back to committee 2. Postponed 3. Placed on file | 1. Adopted in part (explain) 2. Adopted in its entirety. 3. Referred to another committee (explain) |
| Executive Committee Disposition of Report Report Attached () Yes () No | |
| **CONNECTIONS** | Disposition of Report C Report Attached (X) Yes () No  Soror Sonia read the report. Citizens for a Better Eastern Shore publication “Shore Facts” October edition is out now. The first page gives PEO credit for assisting in compiling questions for the candidates to answer. One question for the delegates and one question for the Board of Supervisors candidates for Northampton County. |
| **BY-LAWS** | Disposition of Report C Report Attached (X) Yes () No  Soror Lise reported committee met November 2, 2021 and circulated the Bylaws with the recommended changes. Soror Tracy made the motion and Soror Veronica seconded it to approve the Bylaws with the recommended changes. All agreed. |
| **EAF** | Disposition of Report C Report Attached (X) Yes () No  Soror Regina reported the committee met on October 19 and is asking for a Fall donation of $35. All donations need to be in by the end of November. Suggestions were made to offer gifts to the first 5 Sorors who donate. Also, discussions were made concerning the EAF calendar and how to get more applicants to apply for scholarships. Members were encouraged to think of ideas to reach the community/high schools/colleges by the next meeting. |
| **MEMBERSHIP** | Disposition of Report C Report Attached (X) Yes () No  Soror Sherry Kinsey reported the committee met on October 28th . Informed committee members regarding reactivation.  Mentors had a meeting on October 19. Progress was shared and asked mentors to meet with their mentees. The committee is planning a mentor Christmas celebration. |
| **MIP** | Disposition of Report C Report Attached (X) Yes () No  Soror Veronica reported the information session was held. MIP packets were sent. Soror Sylvia and I will be meeting with Soror Donna to decide the best room to meet in for MIP. Also, Soror Veronica’s email was hacked. All candidates were contacted to let them know. |
| **TECHNOLOGY** | Disposition of Report C Report Attached (X) Yes () No  Soror Shevara reported the committee met to discuss MIP sessions. Will configure a schedule to assist with the Zoom. Will be conducting a technology session for chapter members. Thanked the committee. |
| **Protocol** | Disposition of Report C Report Attached (X) Yes () No  Soror Veronica reported the purpose of the meetings was to address the dress code. Madam Regional Director has talked to Madam Basileus regarding this. Each committee member expressed their concerns. MIP will be in charge of the attire for MIP for December 3rd and the 19th.  It was also discussed sorors make themselves available to model what the dress code is supposed to be; whether it will be business or business casual. Starting next month, we will be reminding the sorority of the dress for whatever we are doing.  Soror Veronica also stated that one of the things that Madam Regional Director was upset that sorors were not showing their faces during ZOOM meetings. That is a requirement, except if you are traveling or do not have a computer. |
| **Program/Anti- Basileus**  **Programs:**  **Target I: HBCU**  **Target II – Women’s Health**  **Target III – Building Your Economic Legacy**  **Target IV – The Arts**  **Target V – Global Impact**  **#CAP** | Disposition of Report C Report Attached (X) Yes () No  Soror Sylvia Stanley reported the impact day for this month is November 15, AKA Caregiver Day. Founder’s Day committee will meet the 4th Tuesday to start planning.  The Walk to End Alzheimer’s, chapter is $200 away from reaching our goal. You can contribute up to November 30th.  Calendar: January - Founders Day, and 1/17 MLK Day; February – Pink Goes Red 2/4, Health Initiative is to be determined; Black History essay is to be determined; March – Regionals 3/27-27; April – Economic Legacy; May – Chapter Anniversary; June – Picnic; July - Boule in Orlando Florida; and after July we will have new targets. Soror Sheila Walker stated we need to add Reactivation Day to the calendar. Just received the toolkit and will be meeting to set the date for 2022. A motion was made by Soror Dianne and seconded by Soror Bonita to approve the calendar as presented.  Soror Lise reported – Northampton is making plans for virtual college tours. There will be no face-to-face college tours because of COVID. Please let us know if you know of any information for colleges that are having virtual tours or workshops.  Soror Sonia reported the committee met on November 2, 2021, to discuss the Care for the Caregiver impact day. We decided to give current caregivers a small gift. Caregivers were asked to submit your name to GroupMe or email no later than November 12th. Sorors Tracy and Zakiya have volunteered to oversee MLK Day on 1/17 and Sorors Zakiya and Sucora will be in charge of Pink Goes Red, 2/4.  Soror Nequai reported the investment seminar was in October. Mr. Willie Randall was the guest speaker. Flyers were placed on Facebook, social media and asked that each Soror bring someone to the event. Thanked the committee for the workshop.  No report  Report was read from Soror Joyce – Committee will meet on November 10. Wanted to inform everyone that we are collecting shoes for Haiti. Check with friends and neighbors to see if they have gently used shoes to donate. It will be great for each Soror to participate. A flyer will be sent out soon.  Soror Lise reported the committee met 11/3. Applications were sent out to schools. As of today, there are 7 from Accomac and 3 from Northampton. All are seniors and female. We have until the 15th to receive all applications. Will schedule a ZOOM meeting with the applicants next week to start orientation. |
| **SISTERLY RELATIONS** | Disposition of Report C Report Attached (X) Yes () No  Soror Sierra recapped the activity from last month. PEO Walk Challenge. Overall, 16 participated and PEO WALKED 1.4 million steps in a short period of time. Thanked everyone for their participation. Third place with Zakiya; 2nd place was Soror Sylvia, and first place was Soror Lise. Gifts will be sent. Honorable mentions go out to Soror Diane, Soror Thais, Soror Armajeanne and Soror Marie.  For the month of November, the theme is “Thanksgiving for My Sisters”. Focus is giving thanks to Sorors. Share scriptures and words of encouragements with one another. Just text or call a Soror and let them know you appreciate them. A scripture was read from 1st Corinthians 12:1-8. |
| **SCHOLARSHIP** | Disposition of Report Report Attached () Yes () No  No Report |
| **MANUAL OF STANDARD PROCEDURES** | Disposition of Report C Report Attached (X) Yes () No  Soror Lise reported the committee met on November 2nd and the final review was November 11. Will not need the approval of Madam Regional Director. This document can be updated at any time. Chapter dues for 2022 is $275. Also, the assessment is $50 for each of the two fundraisers. All members are responsible for the chapter dues and assessments. Soror Deborah made the motion, seconded by Soror Sylvia, to accept the report from the Manual of Standard Procedures committee. |
| **standards** | Disposition of Report C Report Attached (X) Yes () No  Soror Deborah Griffin reported the committee met on 11/3. Committee discussed the surveys that were returned. We had a total of 42 returned with 8 writing comments. Some of the comments were shared. This survey will allow the chapter to get an award and to give feedback. We sent out information for Sorors wanting to run for office. This month we are highlighting the Anti-Basileus. |
| **RELAY FOR LIFE** | Disposition of Report C Report Attached (X) Yes () No  Soror Brenda reported on the Relay for Life raffle a day. Sold 26 tickets and will credit it to Relay 2022. A PowerPoint was shown from the Relay for Life event that was held at Nandua High School. Thanked everyone for participating. |
| **AUDIT** | Disposition of Report Report Attached () Yes (X) No  NO REPORT |
| **STRATEGY PLANNING** | Disposition of Report C Report Attached (X) Yes () No  Soror Marie reported the committee did not meet this month, but we are collecting surveys and putting them in a spreadsheet for analysis. Thanked everyone for their responses. |
| **BudgeT** | Disposition of Report C Report Attached (x ) Yes () No  Soror Shevara reported the committee met and went over the budget. Committee has submitted revisions of the budget since there is not a lot of revenue coming in. Soror Shevara showed the budget on the screen. Some budgets were cut since there was no money coming in. This was presented to the chapter. Soror Tracey made the motion, seconded by Soror Deborah to accept the budget. All agreed. |
| **Fundraising** | Disposition of Report C Report Attached (X) Yes () No  Soror Tasha reported the committee is excited about doing our annual gift card raffle. We have raised $415 to purchase gift cards. There will be two drawings. Asking each Soror to sell at least 10 tickets, $5 each. Also, the fundraiser can profit us $2,000. Please let me know if you need more than 10 tickets. |
| **Risk Management** | Disposition of Report Report Attached () Yes () No  NO REPORT |
| **SIGNATURE EVENT** | Disposition of Report C Report Attached (X) Yes () No  Soror Tasha reported a poll was created within the committee to decide if we would go forward in 2022. It was decided to wait and revisit at a later date depending on the national protocol and procedures. |
| **MISS FASHIONETTA** | Committee met and decided to have a Miss Fashionetta Pageant in 2023, if the pandemic will allow. Miss Fashionetta committee will team up with the fundraising committee and do the popcorn fundraiser to help raise money for additional scholarships. After the fundraiser, the committee will meet to see if we will split the money from the fundraiser 50% for June 2022 and 50% for June 2023; or give 100% for the 2022 year. All proceeds will go toward potential scholarships. |
| **REGIONAL CONFERENCE** | Soror Lise reported the committee met last month. Soror Weatherly of Iota Omega, agreed to supply the chapter with all the ritual materials for the conference. We will only acknowledge the Ivies Behind the Wall.  Induction rituals – we do not have to provide the crowns at this event. The date and time are to be determined. Soror Shevara was asked to send out a text to everyone so that we can get a count on who is planning on attending the Regionals. Assessment of $1,000 is to be paid at the end of January. The service project will not be counted at this conference. There will be a Golden Soror Lounge. The budget has been submitted for this. We will be responsible for the set up and tear down. The next meeting is 11/20.  Madam Basileus thanked Soror Lise and Soror Ashlynn for their participation in this. If you are planning on attending, please let Soror Lise know. |
| **PUBLICITY** | Disposition of Report Report Attached () Yes (X) No  Soror Sylvia reported there was a recent picture is in the Eastern Shore Post showing our participation in collecting the bookbags with Willie Randall. |
| **Unfinished Business** | Delegates report – Mid-Atlantic Regional conference – Delegate synopsis:  Thanked Shevara and Ashylnn for putting report together. It was sent as a slideshow.  Looking into getting the storage unit upgraded with containers. We have boxes that are not in good condition. We need to invest in some good clear reliable containers. Asking a vote to the chapter to get new containers to keep items secure. |
| **New Business** |  |
| **UNFINISHED BUSINESS** | Soror Lise wanted to share a milestone in her life. As of yesterday, she received her certificate of lifetime membership in AKA. |
| **Announcements** | Soror Tracey asked that we keep her and her husband in prayer. He has surgery this week.  Soror Marie thanked everyone for turning in their surveys.  Madame Basileus thanked everyone for their comments and concerns. |
| Due to technical difficulties, the meeting ended automatically before we could adjourn at 12:48 pm. We tried to reconnect but only 14 Sorors were present to adjourn. | |

Anti-Grammateus

Date Approved

Basileus