

**Rancocas Valley Alumnae Chapter Delta
Sigma Theta Sorority, Inc.
E-Board Meeting Minutes
April 8, 2021
Virtual Meeting**

The following sorors were present: C. Lee, S. Holland, D.P. Cogdell, J. Johnson, D. Simmons, A. Moffitt, S. Bragg, P. Martin, K. Thompson, S. Holley, L. Lowe-Jones, Kim Ash, J. Reid, F. Pitt, L. Bandele, J. Simmons, I. Witherspoon, R. Thomas, K. Robinson-Taylor, and C. Johnson

Adoption of Agenda- motion was made by Soror Codgell to adopt the agenda with the addition of Budget and finance report. Motion was second by Soror D. Simmons. Motion passed.

Spiritual Reflection- Soror Reid Chapter Correspondence- Soror J. Simmons

APRIL 1, 2021

1. Soror Queen Nur *Check (#1101) dated 3/25/21 for \$320.00 for Dues & a note which Reads *"Please send form, Thank you!"*

APRIL 4, 2021

1. Darlene Harris Invitation to a 25th Pastoral Anniversary Church Secretary for Celebration for Pastor Herman S. & Calvary Baptist Church 1st Lady Soror Carolyn Henderson, 9/25/21 12PM - 4PM, Tickets \$80.00,
Revival Dates are: 9/5, 9/12 & 9/19 at Calvary Baptist Church in Merchantville, NJ

April 6, 2021

1. Tolliver's Florist & Gift Shop Invoice dated (3/29/21) for \$45.85 for a Burlington, NJ Sympathy Dish Garden in Basket for Soror Sally Hatcher (Invoice #184315)
2. Rancocas Valley Alumnae Returned letter (dated 2/21/21) regarding Chapter – DST her application packet being received and an interview time slot to Ms. Jody Lynne-Austin
3. Rancocas Valley Alumnae Returned letter regarding membership Chapter – DST to Ms. Jody Lynne-Austin
4. WSFS Bank 3 Unopened Bank Statements

APRIL 8, 2021 (E-Board)

1. Soror Carolyn McKeever-Henderson Thank-You Card
2. Soror Lynda Burke *Check (#2018) dated 4/6/21 for \$100.00 for Of Philadelphia Alum. Delta License Plate, copy of registration (front& back), Requisite MV Commission Form, & Chapter/Verification Form
3. Tolliver's Florist & Gift Shop Invoice dated (4/5/21) for \$45.85 for a Burlington, NJ Sympathy Dish Garden in Basket for Soror Tonjua Wilson (Invoice #184341)

Distribution of Mail received as follows:

All checks that were in my possession at the last chapter meeting were turned over to the Financial Secretary, Soror Samantha Bragg, on Sunday, March 28, 2021 at my house.

The Soror Information Sheets from Sorors Samson and Nias were turned over to Madam VicePresident at her house on Tuesday, 3/23/21.

All Courtesy and Hospitality vouchers were transferred to the Chair, Soror Fannie Pitt, on 4/7/21 & 4/8/21 at my house.

The Delta License Plate packets from Sorors Green, Jones-Rumph and Damon were turned over to Madam President at her house on Sunday, 3/28/21. The Delta License Plate packet from Soror Lynda Burke was turned over to Madam President today, 4/8/21 at her house.

The University of Chicago transcript was turned over to Madam President at her house on Sunday, 3/28/21.

The 3 Unopened WSFS Bank statements were turned over to Madam President at her house on Tuesday, 4/6/21.

Still in possession of the Corresponding Secretary:

1. The Delta license plate packet and check from Soror Lynda Burke.
2. *Checks from Soror Queen Nur and Soror Lynda Burke.

Arrangements are being made to turn over the items to the appropriate Sorors in the upcoming week.

Expenses: None Full report is posted to the website.

Action/Recommendation:

1. Soror Moffit recommended to take a full page ad the cost of \$100 for Calvary Baptist church in celebration of Pastor Herman Henderson and Soror McKeever Henderson 25th Pastoral Anniversary Celebration. Motion second by Soror Martin. Motion passed.

March 2021 E-Board Meeting Minutes

Soror Lee asked for corrections to the March 2021. No corrections or changes noted. Minutes were accepted as posted.

Financial Reports- Soror Bragg and Soror Martin

The reports are posted to the secure section of the chapter website under the members' only area.

Presidents Report- Soror Chery Lee

The chair was relinquished to Recording Secretary for the reading on the President's Report. The chair was relinquished back to the Vice President.

Dates to Remember – N/A

Meetings Attended

March 16, 2021 Scholarship Interviews
March 16, 2021 DDUN Orientation
March 17, 2021 Minerva Circle
March 18, 2021 Getting Your Financial House in Order
March 19, 2021 Minerva Circle
March 21, 2021 National President's Town Hall Meeting
March 23, 2021 Minerva Circle
March 24, 2021 Minerva Circle
March 24, 2021 Proposed Amendments to the 2020 Edition Constitution and Bylaws
March 25, 2021 Minerva Circle
March 25, 2021 BCNPHC
March 26, 2021 DDUN
March 27, 2021 Minerva Circle
March 28, 2021 NJ President's Council
March 30, 2021 Pyramid Induction
Mar 31-Apr 3, 2021 Minerva Circle
Apr 5-Apr 8, 2021 Minerva Circle
April 6, 2021 Finance
April 7, 2021 Minerva Circle

National Updates

National Convention will be a Hybrid (Virtual and in-person)
Call to Convention – available 5/1/21 and Registration opens 7/1/21
There will be an installment payment plan if needed of a maximum of 2 payments
Convention workshops will begin in June and run through the summer months. Masks are required and may be a part of the convention care kit
Convention bags will be the unused Regional Conference bags
Vendors will be on site; a virtual option is being considered
If COVID surges a virtual option will be implemented. Convention credits will be exhausted through dues and convention registration
Late fees and reinstatement fees for dues 2021-2022 have been waived

Regional Updates

May 22, 2021 Virtual Regional Meeting 10 AM

State Updates

None

Expenses: \$760.00 Chapter Compliance Fees Recommendations: None

Committee Reports

Membership

The membership committee met April 5, 2021 via zoom. Sorors in attendance: Cheryl Lyons- Robinson, Fannie Pitt, Robin Thomas, La'Tisha Bandele (Co-Chair) and Cheryl A. Lee (Chair).

Summary of Meeting (include action/task to be completed): Soror Lyons-Robinson opened the Membership Services Committee meeting with a prayer at 6:35pm. The Committee discussed the 2021-2022 Membership Calendar, Membership Tasks and Budget updates.

1. The Membership Services Committee is working the following:

- a. The 2021-2022 Membership Services Calendar was submitted as required in March. We are still working on suggested activities from the chapter via the Membership survey which will be relaunched.
- b. The Committee discussed options to allow sorors who haven't completed the survey to do so. It will be relaunched on the chapter website, by email again and a link will be put in the chat during chapter meeting for access and completion after chapter meeting. The survey will end on May 5th.

2. Task updates as follows:

- a. In an effort to reach out earlier to sorors visiting or joining the chapter, the Membership Committee is starting a new initiative of sending them a welcome greeting prior to chapter meeting with the goal of engaging them early in their contact with the chapter. Details are being worked with Technology and Soror Pitt will discuss with Courtesy and Hospitality.
- b. The Committee is working ideas on gathering information for a Delta Generations List for chapter use.
- c. The National Collegiate Connection committee is working an initiative called Congrats DST for the June timeframe encouraging alumnae chapters to invite collegiates to their activities/events. We will continue to invite collegiates to all of our activities through the Chapter's Collegiate Connection Committee.

3. Budget Update:

- a. The expenses for the Sisterhood Month gifts/supplies were submitted to Finance. They were about \$100 less than projected.

4. New Business:

- a. The Committee is beginning the planning process for the Chapter Retreat. We are requesting support from other chapter committees. Those committees will be contacted.
- b. The Committee is also in the beginning planning stages for our Holiday Luncheon. Sorors interested in assisting or with ideas, please send email to memebship@dstrvac.org. Also, add ideas to the survey.

Expenses: \$152.38 (Sisterhood Month gifts/supplies)

Recommendations (if necessary): None

The meeting adjourned at 8:30pm. Our next meeting is scheduled for May 3, 2021 from 6:30pm – 8:30pm via Zoom Video Conference. The full report posted to the website.

Social Action

On March 28, 2021, the Social Action Committee met via Zoom. In attendance were the following Sorors: Juanita Cherry, Sylvia Miles – Wright, Sarah Holley, Deborah Price, Leticia Holloway-Owens, Cheryl Lyons-Robinson, Montre Burt, and Toni Damon. Social Action Committee discussed the following: (1) Thank you letters were sent to Congressman Andy Kim, Congresswoman Alma Adams, Assemblyman Dr. Herb Conaway, County Commissioner Director Felicia Hopson and Antoinette

Miles, Outreach Director for Congressman Kim's office for the Community Conversations. (2) The Committee used the meeting to plan and coordinate the Social Action calendar for the 2021- 2022 program year. The proposed calendar has been submitted. The Social Action Committee budget for 2021-2022 was also submitted. (3) Sorors Holloway-Owens and McKeever-Henderson represented the Chapter at Delta Days at the United Nations. The conference was held March 25th @ 3:30pm to 5pm and March 26th @ 10am to 1pm. Their summarizing report is attached and has been posted on the web site. The meeting adjourned at 7:10pm. Additionally, (4) New Jersey Social Action Committee (NJSAC) met on April 5th at 6:30 PM. The Committee continued to plan Delta Days at the State House scheduled for Tuesday, May 11th from 12 to 2pm. Through Our Lens: COVID -19 and Its Impact on Education, Mental and Physical Health. (5) Delta Days at the National Capitol is scheduled for April 23rd, 24th and 25th. Registration is open. Next meeting is scheduled April 26, 2021 @ 6:00 PM. Expenses: None. Recommendations: None. Full report is posted to the website.

Courtesy & Hospitality

The committee met on March 15, 2021 at 7pm via Zoom. The following Sorors were in attendance: Valerie Stanard, Marilyn V. Robinson, and Fannie L. Pitt. The budget was discussed. To date the committee has completed the following tasks: 7 flowers sent, 7 sympathy resolutions sent, 2 get well planters, 3 get well cards, 1 baby congratulations gift card. The next meeting is scheduled for April 12, 2021. Expenses: None. Recommendations: None. Full report is posted to the website. Annual Report has been submitted.

PP&D

The PP&D Committee met on March 23, 2021 at 7 pm via Videoconference. In attendance were Sorors Shinette Sirmans McRae, Diana Rogers, Kendra Thompson, Natashia Huff, Amber Davis, Toni Damon, Parthenia Cogdell, Atiyannah Jean-Baptiste, Stacy Holland, Kimberley Curry-Chandler (by phone) and Letitia Holloway-Owens. Soror Holloway-Owens thanked the Economic Development Subcommittee for an excellent Get Your Financial House in Order Forum which focused on Estate Planning. There were over 65 participants. Soror Jocelyn Wright of Ascension Wealth was the moderator for our guest speaker Attorney Rhonda Anderson. The survey results indicated that everyone found the forum beneficial, and they are looking forward to similar forums in the future. A reminder was issued about the Regional Day of Service Pop-Up Vendor event on March 27 from 2pm to 4 pm. Black owned businesses were also be spotlighted on RVAs social media pages. Soror S. Holland presented a summary of the January workshop to the subcommittees and took questions. Each subcommittee will review the CAP (Community Assessment Program) Key Findings (writing clinics, funding secondary education, diabetes, obesity, and heart disease, maintaining mental health, and Financial Fortitude) and plan programs based on the findings to ensure community impact. Draft programs plans are due April 17, 2021 and will be reviewed by the CAP Subcommittee. Next Meeting-Tuesday, April 27, 2021 at 7 pm via Zoom. Expenses: None. Recommendations: None. Full report is posted to the website.

Scholarship

Scholarship Committee met on March 16th @ 5:30 PM via WebEx Video Conference. In attendance were Sorors Stacy Holland, Iraina Witherspoon, Carrie Freeman-Wright, Cheryl Lee, Robin Thomas,

Joanne Johnson (observer Madam President Pamela Hall King) and Technology Support –Sorors Laster and Robinson-Taylor. On March 16, 2021, the Scholarship Committee conducted interviews. Eight candidates were interviewed.

1. One finalist, a young lady, was selected as the recipient for the Memorial Scholarship Fund as follows: a. A high school senior at Burlington Township High School b. Cumulative GPA of 4.5854

c. SAT score report of 1260

d. First Baptist Church

e. Band

f. Cheerleading

g. Pre-med

2. One GEM was selected, a young lady, as the recipient for the GEM book award as follows:

a. A high school senior at Burlington County Institute of Technology

b. Cumulative GPA of 3.6368

c. SAT score report of 1020

d. Soccer

e. Cheerleading

f. GEM

g. Health occupations

h. Pre-med

Press releases for the winners were prepared. Our next meeting is April 13, 2021 from 7:00 PM - 8:00 PM via WebEx Video Conferencing.

Expenses: \$9.35. Recommendation: None Full report posted to the website.

45th Anniversary

The Anniversary Celebration Committee met on April 6 @ 6pm via Google Meet. Sorors Present for the meeting: Kimberly Ash, La'Tisha Bandele, Deborah Price, Andrea Moffitt, Parthenia Cogdell, Patrice Reynolds, Lula Custis, Marilyn Dunham.

Topics Discussed: ● Date of Event September 25, 2021 1 pm-4 pm ● 5 Point Thrust Honoree Nomination form was finalized and is submitted with this report for executive approval with the anticipation of releasing to Sorors at the April and May Chapter Meetings. Forms will be accepted through the end of May. All submitted nominations will be vetted using a Thrust specific rubric ● Potential speakers at the event include Soror Sheryl Lee Ralph, Regional Officers, and a recorded message from our National President. (All unconfirmed at the time of this report) ● Soror Theresa Edwards, our NPHC liaison has agreed to contact local D9 leadership for prerecorded congratulatory messages. It is anticipated that Save the Dates, invites and tickets will be released at the June meeting ● Entertainment: Virtual Ballet performance has been confirmed / Awaiting confirmation for Spoken word – is now confirmed as of Chapter Meeting ● Committee decided against having vendors at the event ● Program structure is still being discussed ● Theme still undecided ● A budget of \$3,000.00 was developed inclusive of anticipated postage and commemorations gifts to Charter

Members, Past Presidents, Chapter members and Dignitaries • Ticket price set at \$25 to supplement budget and offset incidental costs. Meeting adjourned at 7:04pm. Next meeting Scheduled for May 11, 2021. Expenses: None. Full report is posted to the website.

Recommendations:

1. Soror Kimberly Ash recommended setting the 45th Anniversary Committee budget at \$3,000. Second by Soror Cogdell. Motion passed
2. Soror Kimberly Ash recommended setting ticket price of \$25 to supplement budget. Second by Soror Johnson. Motion passed.
3. Soror Kimberly Ash recommended distributing the 5 Point Thrust Honoree Nomination Form in the April and May Chapter Meeting. Second by Soror Thompson Motion passed.

Budget & Finance

The Budget and Finance Committee met on Sunday April 5, 2021 5:30PM EST. Meeting Attendees: Patrice Martin, Pamela R. Hall-King, Cheryl Lee, Samantha Bragg, Mary Ann Smith, Teresa Edwards, Kendra Thompson, Carolyn McKeever-Henderson, Parthenia Cogdell, and Robin Thomas. The meeting started with Soror Martin reviewed the fundraising Profit Report and outlined that the total profit of \$8,782.45 has been made between the Bingo, Cooking Show, and ongoing AAE. It is the recommendation of the budget and finance committee that in keeping with past practice that we transfer 35% of the fundraising profit at \$3,100.00 into the scholarship line. This will help us to fully keep our obligation to all those who we have 9 now and the one we are to award. A draft budget has been posted for your review. Password is noted below. I will review some of the highlighted the budget is balanced and we have a surplus of funds. It should be noted that this balance and budget account for restricted funding for the new members' dues that should be held and outlines revenue from the MI process. It should also be noted that this is expected to change drastically after the Double Good fundraiser and a more accurate picture of the chapter financial position will be given after that fundraiser concludes. There were no extreme changes other than the fact that we have account for an increased technology line due to our need for those resources now. There are no new business items. Meeting adjourned about 6:15PM EST. Expenses-None. Full report is posted to the website.

Recommendation:

1. Soror Martin recommends the transfer 35% of the current fundraising profit in the amount of \$3,100 to the restricted scholarship fund. Motion second by Soror Johnson. Motion passed.

Unfinished Business

NONE

New Business

NONE

Announcements

Soror Cogdell advised the attendees of the new protocols and traditions manual is available for download and review on the national webpage. Sorors were encouraged to review the pages addressing appropriate business attire, ceremonial attire and use of delta symbols. Also highlighted the updates to all delta music scores; all scores have been updated with the exception of the National Hymn.

Soror Thomas announced the Fundraising End of Year report has been submitted.

Soror J. Simmons announced the Correspondence Secretary End of Year report has been submitted.

Soror Lowe-Jones announced the Recording Secretary End of Year report has been submitted.

Soror Martin advised National Headquarters has released a statement fees associated with membership dues were waived for this upcoming year. Sorors are still required to remit payment for transfer fees when changing from member at large.

Soror Coleman announced the Sergeant At Arms End of Year report has been submitted.

Soror Lee announced membership committee End of Year report has been submitted. Soror Lee advised the committee chairs EOY reports, calendars, and budget submissions are due by April Chapter Meeting.

Adjournment:

7:53pm

Respectfully submitted,
Iraina Witherspoon
Recording Secretary