

**Baltimore County Alumnae Chapter**  
**Delta Sigma Theta Sorority, Incorporated**  
**Chapter Meeting Minutes**  
**Saturday, January 21, 2017**  
**Randallstown Community Center**

I. Formal Opening

- A. The chapter meeting began at 10:05 AM by Soror President Keitha Robinson. A quorum was present at 10:52AM.

II. Adoption of the Agenda

- A. The agenda was adopted as presented by unanimous consent.

III. Approval of Minutes

- A. The November 2016 meeting minutes were reviewed by chapter members. There was one correction. **Section A, Approval of Minutes**, was corrected to read...The **October** minutes were reviewed by chapter members.
- B. The minutes were approved as corrected by unanimous consent.

IV. Correspondence

- A. Caitlin King sent a note of thanks for the Chapter's support in Beau Co.
- B. Oblate Sisters of Providence sent holiday greetings.
- C. Board of Child Care sent a thank you and happy holidays greeting.
- D. 50<sup>th</sup> Anniversary Season's Greetings and thank you from the Delta Research and Education Foundation (DREF).
- E. Soror Jean Dennis sent a note of thanks for the Chapter's support during her family's loss.
- F. Thank you for your kindness and support during the loss of my grandmother Soror Kim Brown.
- G. Thanks from Soror Phyllis King during time of bereavement and sister's illness.

V. Officers' Reports

- A. President - Soror President Keitha Robinson
  - 1. Soror Robinson welcomed all Sorors and wished everyone Happy New Year and Happy Founders Day!
  - 2. Please continue to pray for Soror Gloria Marrow, Soror Adrienne Dickerson, Soror Mabel Lake Murray, and Soror Jeri Reid.
  - 3. President activities attended in the last two months included: Beau Co Ball, Inaugural Ball for Kathryn Pugh, Adriene Jones toy drive, Dangerous Liaisons play, Lady Terps vs. UConn game with Delta GEMS, and a Christmas Concert featuring Soror Cephas.
  - 4. Soror Kim Delaine has agreed to be the NPHC representative for BCAC.
  - 5. Soror Stacey Mitchell Brown represented BCAC in the Martin Luther King, Jr. parade.
  - 6. Housekeeping – Soror President reminded Chapter members that the President speaks for the chapter. Members need to be mindful of what is placed on social media in the name of BCAC or representing the Sorority, especially in social settings.

## B. Financial Officers

1. Financial Secretary – Soror Kathy Boykins, Financial Secretary
  - a. Soror Boykins presented the November 2016 chapter income. Soror Boykins also presented the December 2016 chapter income.
  - b. There were 201 financial Sorors in the chapter for 2016 – 2017 for the months of November and December.
  - c. Soror Boykins reminded members of what criteria is considered when determining whether a Soror is considered financial.
  - d. Currently accepting payments for dues and also accepting installment payments. Final payments must be made by the March 18, 2017 chapter meeting. Dues may also be mailed to the chapter P.O. box.
2. Treasurer – Soror Tanisha Pryce, Treasurer
  - a. Soror Pryce presented the chapter budget and finances for the months of November and December.

## VI. Committee Reports

### A. Internal Audit – Soror Tujuana G. Hinton, chairperson

1. The National Audit Committee instituted, modified and/or clarified several policies effective for the 2016-2017 sorority year. These policies included an increased sample size for testing/review:
  - a. Receipt sample size increased to 50% of the deposit slips per quarter.
  - b. Disbursement sample size increased to 25% of the total checks issued;
  - c. Non-check disbursements sample size increased to 10% of non-check disbursements;
  - d. Dues remained 100% sample testing.
2. The first quarter audit report has been completed.
3. Findings/Notes/Comments:
  - a. The internal audit detected one check that did not have two signatures.
4. The committee would like to thank the financial team for their hard work and diligence.
5. Per the discussion this morning, all deposits must be certified and signed off by the President. The process for deposits was described. Financial team must be present for transactions to be in compliance. Dues must be verified 100%. Time must be allowed for clearance.

### B. Fundraising - Soror Monique Cephas, chairperson

1. The Chapter sold 100 Gold Canyon candles which equates to \$900 profit for the Chapter towards Public Service. Although we fell short of our goal to sell at least 200 candles, the committee is thankful for your support.
2. If you have not already done so, please contact Soror Pamela Buise via her cell phone or email to make arrangements to receive your candle.

### C. Fundraising, Crab Feast – Soror Monique Cephas on behalf of Soror Zena Penn

1. Soror President and Soror Penn met with Martin's West management on December 30, 2016 to discuss concerns previously raised: size of crabs, cold crabs, would like a mixture of medium and large provided throughout our

serving time, etc. Martin's was receptive to BCAC's concerns and agreed to speak with Bill's Seafood regarding our issues. Martin's management will voice concerns now and also one month out from our event. Also discussed to ensure serving larger crabs would increase the cost by \$5-6 per person. BCAC advised that we would wait and see what happens this year. All agreed that BCAC would voice any concerns the night of the event so that management could be kept abreast.

2. There was some discussion regarding why we continue to have top shelf liquor versus having extra-large crabs for the same price. Further discussion regarding polling our guests to get feedback.
3. Other updates were provided: DJ has been contacted and deposit to be forwarded; ticket sales will kick off today; donations for the basket of cheer are now being accepted; big ticket raffle ideas are being generated.
4. Please start publicizing the event now with family and friends. Our next collection date will be the February executive board meeting.
5. Volunteers are needed for the committee. Please consider assisting with at least one of the subcommittees.

#### D. Heritage and Archives – Soror Stephanie Ennels, chairperson

1. Soror Ennels advised that there are 70 Founders Day tickets left. Tickets are \$60 and will be available today, the February executive board and the February chapter meeting.
2. The Founders Day Celebration will be on February 25<sup>th</sup> at the Radisson at Cross Keys in Baltimore. The event will be held from 11am to 2pm. Sorors are asked to wear red.
3. Our guest performers will include Soror Kendall Isadore, Soror Karen Bethea, and Soror Sandi Mallory.
4. The event will be open seating, first come first served. However, if you purchase a block of ten, a table will be reserved for you and you will be able to "name" your table. The Pioneering 31 has already purchased a table.
5. The committee is in need of volunteers to assist with hostessing and shadowing the Regional Director. Shadow responsibilities were discussed.
6. There was some discussion as to why the event is being held in Baltimore City instead of the County. Soror Ennels advised that although the committee did review and vet other venues in the County, the Radisson has been the most accommodating and provided the best value for the Chapter.

#### E. International Awareness and Involvement, Soror Anissa Brown, co-chair

1. Thanks to Sorors for supporting the commemoration of World AIDS Day, December 1, 2016.
2. January is human trafficking awareness month. This is a global issue happening in our own back yard. The IAI Committee ordered door hangers to distribute to DST UVI Collegiate and Alumnae Chapters, Germany Alumnae, and local universities and colleges. Door hangers were distributed to the chapter.
  - a. IAI Committee members will be distributing the door hangers throughout the PAL Center Community on Saturday, January 28<sup>th</sup> from

12-2pm. Please see IAI Committee members in the back to join our street team.

- b. Please stay tuned for a human trafficking program in sponsorship with Lambda Kappa (UMBC) during their May week events.
3. IAI Committee members will be preset at upcoming Chapter meetings through March to collect final BCAC Water Project donations. If you would like to receive a receipt for your charitable contribution, please mail a payable check to Baltimore County Delta Foundation (BCDF), Inc., P.O. Box 744, Owings Mills, MD 21117, or make online donations.
4. The Committee would like to publicly thank the Grants Committee for their donation to the BCAC Water Project.

F. Membership Services – Reclamation/Sisterly Yours, Soror Kim Brown and Soror Stacey Mitchell-Brown.

1. There were two visiting Sorors at the January meeting. Sherita Golden, Kappa Phi (1988) and Coffee Harrison (Hampton University).
2. Part II of the BCAC Retreat Save the Date 3/31/17 – 4/2/17 or (4/21/17– 4/23/17 inclement weather dates). The retreat will begin at 6pm on Friday and go through Sunday at noon. If Sorors are interested in caravanning, we can plan to meet at the Sears at Security Square Mall.
3. The retreat will be held at the Kent Island Holiday Inn Express in Grasonville, MD.
4. Registration begins today. The registration cost is \$40, however, an early bird discount is being offered of \$35 if you pay today. The hotel room rate is \$129.00 per night. A block of rooms have been reserved for BCAC. We have a minimum requirement of 30 rooms in order to get the free meeting room at the hotel. A discussion ensued about whether financial Sorors could participate or not. Additionally, there was discussion about potentially chartering a bus. Soror Lisa Settles has a contact with a bus/limousine service if needed.
5. The Chapter Photo is available for purchase today at \$5. The large photo is \$40.
6. Founders Day activity was held on Friday, January 13, 2017 at Bar Louie in Owings Mills. The event was well attended.
7. Soror Robinson recognized the Pioneering 31 and thanked them for their vision. Nine members were present. Soror President also recognized all chapter presidents present at today's meeting: Soror Gloria Marrow, Soror Mabel Lake Murray, Soror Ernestine Jolivet, Soror Robin Jacobs, and Soror Barbara Crawley.
8. Soror Mitchell-Brown reminded everyone about the Real Talk activity to take place today after the meeting.

G. Ritual and Ceremonies, Soror Darlean Williams, chairperson

1. Soror Williams and committee member Soror Ernestine Jolivet shared information regarding official Delta symbols, insignia, colors and regalia.
2. Sorors were reminded that we are not to tattoo or symbols, paint symbols on our fingernails, or get head shavings with our symbols.
3. A True and False questionnaire was administered to the chapter.

- H. Special Committee, Grants, Soror Cynthia Neverdon-Morton, chairperson
1. Soror Neverdon-Morton advised that the Grants Committee did submit three proposals to the Baltimore County police department on December 8<sup>th</sup>. Awards will be announced in the spring.
  2. On February 7<sup>th</sup> the committee will submit a grant application to the Baltimore County Planning Department.
  3. Thank you to all those who participated with the Talbot's fundraiser. The event yielded \$1221.74. The gift card raffle yielded \$500. Special thanks to Soror Gale Edmonds for donating the gift card.
  4. **Motion:** On behalf of the Grants Committee, Soror Neverdon-Morton moved that of the dollars raised \$400 be granted to the BCAC Water Project; \$200 to the BCAC Community College Scholarship Program; \$121.74 to the Delta Academy, and \$500 for the chapter to use as they so deem. **Motion carries.**
- I. Emergency Response Team, Soror Angela Corbin, chairperson
1. Soror Corbin presented the new committee members and discussed future programming for the year.
  2. Please read the most recent Elephant Express article to assess your readiness for emergencies.
  3. The Emergency Response Team will help us to be informed and consider: What type of emergencies or disasters are in your area? What actions should you take? What can we do in the community to change in an instant?
  4. The committee will be providing tips and other resources to assist you and your families in the event of an emergency.

VII. Unfinished Business

A. Chapter Photos for Sale –

1. The Chapter Photo is available for purchase today at \$5.
2. The large photo is \$40.

VIII. New Business

A. Memorandum Of Understanding (MOU) –

- Soror President advised that she has been in discussion with the Regional Director, the Chair of Scholarship and Standards and the other Baltimore area chapter presidents to once again address the outstanding issue of service area and Membership Intake (MIT). A new MOU has been drafted and signed by all three Baltimore area presidents that adequately addresses the service area and MIT for the three chapters. After a long drawn out discussion, the following was concluded:
  - The Chapter Charter dictates your service area.
  - BCAC's service area is Baltimore County.
  - Both Baltimore Alumnae Chapter (BAC) and Baltimore Metropolitan Alumnae Chapter (BMAC) service area is Baltimore City. Charters will need to be amended to reflect this.
  - Service areas will be identified and residency for membership intake will be determined by zip codes and verified through an official government entity (i.e. auditor office, Maryland Department of Taxation, etc.).
  - The agreement was drafted, all presidents have reviewed, approved and signed the agreement and it has been forwarded to

the Regional Director and Scholarship and Standards for final signature.

- A discussion ensued regarding the need to serve the entire Baltimore County service area and not just the Northwest area. There are many benefits to expanding. A service area assessment committee may need to be formed to survey the needs of the other parts of Baltimore County.

B. 53<sup>rd</sup> National Convention August 3-9, 2017 in Las Vegas, NV

- Call to Convention has been issued.
- Registration \$575 + subscriptions.

IX. For the Good of the Chapter

- A. Announcement regarding the District 44 Evening in Annapolis event.
- B. Soror LaTasha Peele is planning the 4<sup>th</sup> Annual Man Up Symposium, April 29<sup>th</sup>, Woodlawn H.S. She will need assistance with registration, meals, etc. Save the Date, additional information forthcoming.
- C. Soror Cheryl Berthau announced that there was a delay in posting the newsletter due to technical difficulties. Thank you to all for your support.
- D. Soror Ernestine Jolivet announced that on February 4<sup>th</sup> the Enoch Pratt library will celebrate their Book Lover's Breakfast. She has 6 tickets available. The event will be held at the Marriott Waterfront.
- E. Soror Tyler Smith Howse – thank you to all Sorors for attending her wedding. Special thanks to Soror Janel Ferguson and Soror Stacey Mitchell-Brown.
- F. Soror Jacobs announced that there was a fire at Glen Michael apartments. BCAC should show a presence to support those families. This community was BCAC's first home.
- G. Soror Deborah Peaks Coleman – Watch Beaches tonight on Lifetime. There will be a visual art exhibit at the Founders Day event. If you would like to loan us a picture or artwork for this event, please let her know.
- H. Soror Brenda Lane Oliver – will be headed to Essex to conduct an Economic Development workshop for teenagers.
- I. Soror Kim Brown – Will be collecting canned goods. Get in the habit of bringing canned goods to chapter meetings and events.

X. December and January birthdays were acknowledged and celebrated.

XI. The following Sorors won the raffle prize today: Jessica Robinson, Jackie Williams, and Regina Clark.

XII. The chapter prepared for closing and the meeting adjourned at 1:06pm due to no objection.

Respectfully Submitted,

*Tracy Y. Watkins*

Tracy Y. Watkins  
BCAC Recording Secretary 2016 – 2018