Alpha Kappa Alpha Sorority, Incorporated Rho Kappa Omega Chapter



March 2017
Chapter Meeting Documents



2014-2018

Alpha Kappa Alpha Sorority, Incorporated
Rho Kappa Omega Chapter
General Body Meeting
March 18, 2017 11:00 a.m.
New Jersey City University 2039 Kennedy Blvd Jersey City, NJ
G-SUB Room 129

Soror Vanetha Wood-Stradford, Presiding

<u>Agenda Item</u> <u>Responsible Soror</u>

Call to OrderSoror Vanetha Wood-StradfordMeditationSoror Janice WatsonAdoption of AgendaSoror Vanetha Wood-StradfordApproval of MinutesSoror Maya DanielsWelcomeBasileus and Hodegos

Officer Reports

BasileusSoror Vanetha Wood-StradfordPecunious GrammateusSoror Tynesha BanksTamiouchosSoror Vernetha Hope PowellEpistoleusSoror Vanessa Jean Louis

Committee Reports

Program Soror Sallie Brown
Budget & Finance Soror Vernetha Hope Powell
Fundraising Soror Siiera Robinson
Leadership Development Soror Vernetha Hope Powell
Membership Soror Shevon Armstrong

Unfinished Business

NARC 2017 (seating)

New Business

Soror Vanetha Wood-Stradford

Soror Vanetha Wood-Stradford

Action Items

- 1. To have an optional dress down para day at the June General Body meeting for a donation of \$3.00 to go to Think HBCU.
- 2. To accept the entrée choices and the linen as presented by the Fundraising Committee for the Scholarship Luncheon.
- 3. To have the bowling party at Hudson Lanes on September 30, 2017 from 5 7 pm.
- 4. To decrease bowling ticket price from \$25 to \$20.

- 5. To accept the 2017 Standing Rules as presented by Leadership Development Committee.
- 6. To conduct the 2017 Chapter Operations workshop on April 15, 2017 at 1:30 pm.
- 7. There will be a discount of 2018 dues for the first 3 Sorors who reclaim a Soror in 2017 for the amount of \$10 for an individual Soror not to exceed \$30 total of membership budget.

AnnouncementsInternational Hymn & Pledge
Adjournment

General Body Members General Body Members Soror Vanetha Wood-Stradford

Next meeting: April 15, 2017 at New Jersey City University 2039 Kennedy Blvd Jersey City, NJ G-SUB Room 129

"...we help each other for we know there's no other..."



Alpha Kappa Alpha Sorority Incorporated Rho Kappa Omega Chapter General Body Meeting February 18th, 2017 at 11:00AM Bethune Center 140 Martin Luther King Jr. Drive Jersey City, NJ 07305 Basileus Vanetha Wood-Stradford, Presiding

This meeting was held on Saturday February 18th, 2017 at the Bethune Center. The meeting was called to order at 11:06AM. Sorors in attendance were: Vanetha Wood-Stradford, Sallie Brown, Cimeron Bryant, Elisheva M.R., Heather Spencer, Vernetha Hope Powell, Lyndsay Christian, Siiera Robinson, Shevon Armstrong, Sabrina Riley, Tamara Odom, Doris Taylor, Tonia Slay-Daniels, Maya Daniels, Vanessa Jean-Louis, Janice Watson, Sonia Monet Pleasant, Corinne E. Rivers, Gloria G. Felder, Dolores L.A. Curtis, Tiffany Ryan, Kathrine E. Burno. Visiting Sorors in attendance were: CaShonda Pamplin-Grant. A quorum was established. Meditations were provided by Soror Janice Watson.

Adoption of Agenda (Presented by Soror Vanetha Wood-Stradford)

Corrections to Agenda: Soror Maya Daniels to present the Minutes. Agenda was adopted by general consent.

Approval of Minutes (Presented by Soror Maya Daniels)

Corrections to Minutes: Soror Tonia Slay-Daniels to be added to the attendance. Motion made by Soror Tonia Slay-Daniels to accept the corrections to the minutes as presented. Motion seconded by Soror Kathrine Bruno. Motion carried. January 2017 General Body Meeting Minutes were approved by general consent.

Welcome (Presented by Soror Vanetha Wood-Stradford & Soror Lyndsay Christian) Welcomed incoming Sorors to Rho Kappa Omega Chapter. Acknowledged Sorors birthdays from January – February.

New Business (General Body Members):

Rededication ceremony took place. 2017 Chapter photo was taken.

Action Items:

Recommendation from the Executive Committee to establish a memorial scholarship in the name of Dr. Patricia Bryant.

Recommendation to use Dr. Patricia Bryant's middle name.

Votes: 17 for, 0 against. Motion carried.

Recommendation from the Executive Committee to have a transitional meeting with all 2016 outgoing and 2017 incoming Officers and Committee Chairmen to address all Rho Kappa Omega documentation moving forward.

Votes: 15 for, 1 against. Motion carried.

Officer Reports:

Basileus Report (Presented by Soror Vanetha Wood-Stradford)

Written report, reviewed and on file.

Pecunious Grammateus Report (Presented by Soror Cimeron Bryant)

Summary of January 2017 financials.

Written report, reviewed and on file.

Tamiouchos Report (Presented by Soror Vernetha Hope Powell)

Summary of January 2017 financials.

Written report, reviewed and on file.

Epistoleus Report (Presented by Soror Vanessa Jean-Louis)

Written report, reviewed and on file.

Additions to report: Thank you card from Soror Cimeron Bryant for the opportunity to serve Rho Kappa Omega as Basileus.

Thank you card from Africare to Rho Kappa Omega for donations/contributions.

Greek Sunday, March 12th, at 10:30AM.

Zeta Phi Beta Sorority, Incorporated Sigma Zeta Zeta Chapter is having an event on April 8th.

Committee Reports:

Program Report (Presented by Soror Sallie Brown)

Written report, reviewed and on file.

Additions: March 2nd, 2017 at 6:00PM, Newark Renaissance Airport, Rho Kappa Omega Chapter is being recognized for outstanding donation (breast cancer walk). Three tickets were given to the chapter, tickets cannot be purchased. Representation for recognition will be Soror Sallie Brown and Madam Basileus.

Motion made by Soror Janice Watson that the third ticket for the recognition dinner will be given to the highest fundraiser, that is Soror Sabrina Riley. Motion seconded by Soror Heather Spencer.

Votes: 17 for, 0 against. Motion carried.

NAMI Walk will take place on May 13th, 2017 at 10:00AM near Seaside park.

Budget & Finance Report (Soror Vernetha Hope Powell)

Report not presented.

Graduate Advisory Committee Report (Presented by Soror Heather Spencer)

Written report, reviewed and on file.

Additions: March 1st, 2017, Soror Ashanti Wingate is planning on having a bake sale; donations are welcomed

EAF Report (Soror Sabrina Riley)

Report not presented.

Fundraising Report (Presented by Soror Siiera Robinson)

Written report, reviewed and on file.

Recommendation: report not be written in pink.

Membership Report (Presented by Soror Sonia Monet Pleasant)

Written report, reviewed and on file.

Standards Report (Presented by Soror Tamara Odom)

Written report, reviewed and on file.

Unfinished Business:

NARC 2017 Delegates, Registration, Seating.

Rho Kappa Omega Chapter has the voting strength of 4 Sorors. Madam Basileus and Graduate Advisor are automatic delegates, therefore, the chapter needs 2 more delegates and 2 alternatives. Nominated Delegates: Soror Elisheva M.R. nominated by Soror Heather Spencer, Soror Siiera Robinson nominated by Soror Cimeron Bryant, Soror Tamara Odom nominated by Soror Sallie Brown.

Alternatives: Soror Vernetha Hope Powell, self-nominated.

Motion made by Soror Kathrine Burno to close nominations. Motion seconded by Soror Lyndsay Christian. Motion carried.

Announcements:

- Soror Heather Spencer's church is having Greek Sunday, tomorrow the 19th. Starts at 11:00AM.
- There is a new history book coming out. An award will be given to the chapter with the highest number of purchases according to chapter size.
- Sisterly Relations Committee will have the January and February activities combined with March.

Motion made by Soror Cimeron Bryant to move to recess for 10 minutes. Motion seconded by Soror Tonia Slay-Daniels. Motion carried.

Reconvened at 12:57PM:

Nominating Tellers Report (Presented by Soror Heather Spencer)

Concludes that Soror Tamara Odom and Soror Elisheva M.R. will be delegates for NARC 2017. Votes: Soror Tamara Odom: 13, Soror Elisheva M.R.: 12, Soror Siiera Robinson: 8.

Meeting was adjourned at 1:02PM after completion of International Hymn & Pledge.



My Mission as Basileus is to continue moving Rho Kappa Omega forward in the spirit of excellence, while educating and empowering Sorors to effectively lead and serve Rho Kappa Omega, Alpha Kappa Alpha Sorority, Incorporated and the communities of Hudson County, NJ.

...Service to All Mankind

AKA: From the Inside Out

"A great person is not great because they are famous or wealthy, a great person is great because they make others greater."

~ Soror Phylicia Rashad

A Message From The Basileus

Greetings Sorors!!

Alpha Kappa Alpha Sorority, Incorporated Rho Kappa Omega Chapter is on the move. We are Launching New Dimensions and Leading in Action! We are reactivating sorors and bridging the gap with our undergraduate sorors of Tau Sigma Chapter. I am super excited about all the things we will do in PKQ!



"So TOGETHER A NEW we will pledge our faith and UNITED we'll forge a way..."



Vol. 1 Issue 3 March 2017



Basileus' Calendar

2/15/17 Cluster IV Basilei
Council Mtg.
2/15/17 PKQ Financial Mtg.
2/27/17 Budget & Finance
Comm. Mtg.
3/6/17 Budget & Finance
Comm. Mtg.
3/11/17 PKQ Exec. Com. Mtg.
3/18/17 PKQ General Body Mtg.

In the News...



YES!! For the 1st time ever.... Rho Kappa Omega has achieved PLATINUM status for AKA-EAF!!! Thank you

Soror Sabrina and the EAF committee along with the hardworking, fundraising sorors of PKQ!! SHINE BRIGHT LIKE A DIAMOND!!

PLEASE! PLEASE! SIGN THE
PETITION FOR THE ETHEL HEDGEMAN LYLE
STAMP. I have hard copies of the petition. Please
take them to work and have your colleagues support
our Founding Soror.

NJ is moving forward with the AKA plates. The plates are still in production. The anticipated completion date is July. DMV is still waiting to be paid the \$4K balance owed for production. If you have any questions, please see me. If you know of a soror who hasn't paid, please tell her to pay ASAP.



Celebration Time!! BIRTHDAYS

<u>Marcn</u> 6 – Heather Spencer 15 – Sobande Afolabi

AKAVERSARIES

22 – Sallie Brown

*32 years of

membership!!





NARC 2017 Baltimore, MD

- Thank you Sorors Tamara Odom and Elisheva M.R. for agreeing to serve as PKQ delegates for NARC 2017. Sorors Siiera Robinson and Hope Powell will serve as alternate delegates.
- If you were bumped out of a hotel, please let me know. If you are in need of a hotel, let me know.





PKQ 2017 Officers & Chairmen

Officers

Basileus – Vanetha Wood-Stradford

Anti-Basileus - Sallie E. Brown

Grammateus – Elisheva M.R.

Anti-Grammateus – Maya Daniels

Tamiouchos – Vernetha Hope Powell

Pecunious Grammateus – Tynesha Banks

Epistoleus – Vanessa Jean-Louis

Hodegos – Lyndsay Christian

Philacter – Shevon Armstrong

Ivy Leaf Reporter – Tiffany M. Ryan

Custodian – Siiera Robinson

Historian – Sabrina M. Riley

Graduate Advisor – Heather Spencer

Chaplain – Janice Watson

Committee Chairmen

Archives – Sabrina M. Riley

Budget & Drie Finance - Vernetha Hope Powell

Membership - Shevon Armstrong

Programs - Sallie E. Brown

Courtesy & Protocol - Lyndsay Christian

Publicity & Technology – Tiffany M. Ryan

Connections – Gwendolyn Anthony

Sisterly Relations - Heather Spencer

Fundraising - Siiera Robinson

Standards - Tamara Odom

Leadership Development - Vernetha Hope Powell

Sisterly Reminders

Sorors, please mark your

calendars and DONT

FORGET to register for:

- NARC 2017, Baltimore, MD
 April 26-30, 2017
- Leadership Seminar 2017, Las Vegas, NV July 13-16, 2017
- Financial Fitness Workshop
 ~NJCU GSUB rm 218 on 3/22/17
 6:00 p.m 7:00 p.m.

Submitted by

Vaunetha Woodl-Stradford, Basileus

Rho Kappa Omega Chapter

			Alpha K	appa Alpha So	rority Inc			
				ho Kappa Ome				
			Pecunious Gramm		ebruary 1- 28, 20 ⁻			
Account Name	Name	Amount	Check #/Cash	Reciept #	Date Received	Date Submitted	Purpose	Notes
Operating	Soror Doloris Curtis	405.00	#3993	115013	2/18/2017	2/18/2017	NARC Registration (\$185); EAF Breakfast(\$75); SS Luncheon (\$75); Jazz Brunch(\$70)	
Operating	Soror Tamara Odem	260.00	#24254250401	115014	2/18/2017	2/18/2017	NARC Registration (\$185); SS Luncheon(\$75)	
Operating	Soror Sallie Brown	7.50	#414	115015	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Cashonda Pamplin Grant	157.50	Cash	115016	2/18/2017	2/18/2017	2017 Chapter Dues	Undergraduate Transfer
Operating	Soror Cimeron Bryant	7.50	#5640	115017	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Gloria Felder	5.00	Cash	115018	2/18/2017	2/18/2017	NARC Gala Seat	
Operating	Soror Doris Taylor	7.50	Cash	115019	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Tamara Odem	7.50	Cash	115020	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Heather Spencer	7.50	Cash	115021	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Heather Spencer	260.00	#5647	115022	2/18/2017	2/18/2017	NARC Registration (\$185); SS Luncheon(\$75)	
Operating	Soror Vanetta Wood	7.50	Cash	115023	2/18/2017	2/18/2017	NARC SS Luncheon and Gala Seat	
Operating	Soror Cimeron Bryant	2.50	#5645	115024	2/28/2017	3/4/2017	NARC SS Luncheon Seat	
Operationg	Soror Cimeron Bryant	2.50	#5641	115026	2/18/2017	2/18/2017	NARC SS Luncheon Seat	
	Total Operating	1137.50						
				appa Alpha So				
			RI Pecunious Gramm	ho Kappa Ome		17		
	Total Fundraising	0.00	r ecumous Grailiffi	eleus Kepuit F	estuary 1- 20, 20			
	9		Alpha K	appa Alpha So	rority Inc			
				ho Kappa Ome				
			Pecunious Gramm	eteus Report F	ebruary 1- 28, 20	17		
	Total Scholarship	0.00						

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter **Tamiouchos Report (Summary) Monthly Financial Statements Operating Account**

For the Period Ending February 28, 2017

CURRENT MONTH ACCOUNT SUMMARY

		-				
Available Bank Balance as of February 1, 2017			\$15,031.53			
<u>Income</u>						
Income from Chapter Operations		\$1,135.00				
Total Income			\$1,135.00			
Expenses						
Expenses for Chapter Operations		\$2,121.53				
Disbursements - January 2017			\$2,121.53			
Available Bank Balance as of Febr	ruary 28, 2017		\$14,045.00			
Y-T-D ACCOUNT	SUMMARY					
			¢42.052.20			
Available Bank Balance as of January 1, 2017			\$13,053.30			
<u>Income</u>						
*2017 Income from Chapter Operations		\$7,392.00				
Total Income			\$7,392.00			
<u>Expenses</u>						
**2017 Expenses for Chapter Operations		\$6,400.30				
Total Disbursements			\$6,400.30			
Available Bank Balance as of Febr	ruary 28, 2017		\$14,045.00			
RECONCILIATION TO BA	ANK STATEMEN	<u>T</u>				
Balance per Bank Statement as of February 28, 2017			\$14,192.50			
Plus: Deposits in Transit			\$ -			
Less: Outstanding Items			\$ 147.50			
Less: Pending Bank Reconciliation	00.0047		\$0.00			
Adjusted Bank Balance as of Febr	ruary 28, 2017		\$14,045.00			
OUTSTANDING	G ITEMS					
<u>Payee</u>	Check #	<u>Date</u>	<u>Amount</u>			
Alpha Kappa Alpha Sorority, Inc.	1996	02/18/17	\$147.50			
Total Outstanding Items as of Feb	ruary 28, 2017		\$147.50			
DEPOSITS IN 1	RANSIT		#0.00			
Pending Deposit			\$0.00			
Pending Deposit (Paypal) Total Deposits in Transit as of Feb	ruany 29, 2017		\$0.00 \$0.00			
	-					
STATEMENT OF ASSETS						
Type of Account	Account	<u>Number</u>	<u>Balance</u>			
PNC Bank - Business Checking (Operations)	xxxxx	xx841	\$14,192.50			

Notes:

*2017 Income from Chapter Operations includes Chapter Registration, Corporate Office late fee and Restricted balances: \$925.00 NARC chapter registration, \$12.50 Corporate Office late fee, \$55.00 - 2018 Chapter dues and \$52.50 - 2017 NARC reserved seats for Awards Gala and Diamond, Golden, Silver Luncheon

Total Assets as of February 28, 2017

\$14,192.50

**2017 Expenses for Chapter Operations is adjusted: Total Disbursements - \$6,400.30 - \$925 NARC chapter registration -

\$12.50 Corporate Office late fee + \$1,535 2017 Chapter tax and Per-capita/EAF = \$6,997.80.

The adjusted amount matches the Comparison of Budget to Actual report.

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Chapter Operations Tamiouchos Report Comparison of Budget to Actual 2017

As of February 28, 2017

		•	•	
		Approved	*Actual	Remaining
A/C#	Category	Budget	YTD	in Budget
Expenditu	<u>ires</u>			
Officers				
5010	Basileus	\$1,600.00	\$435.00	\$1,165.00
5020	Grammateus	\$75.00		\$75.00
5030	Epistoleus	\$50.00		\$50.00
5040	Tamiouchos	\$30.00		\$30.00
5050 5060	Pecunious Grammateus Graduate Advisor	\$75.00		\$75.00 \$500.00
5070	Other Officers	\$500.00 \$50.00		\$50.00
3070	Other Officers	Ψ30.00		ψ50.00
Standing C	<u>ommittees</u>			
5200	Standards Committee	\$45.00		\$45.00
5210	Membership Committee	\$100.00		\$100.00
5220	Connection Committee	\$50.00		\$50.00
5230 5240	Archives Committee	\$142.00 \$100.00		\$142.00 \$100.00
	Leadership Development			
5250	Awards Committee	\$100.00		\$100.00
5270	Publicity and Technology Committee	\$600.00		\$600.00
5280 5290	Graduate Advisory Committee	\$100.00	\$83.30	\$100.00 \$516.70
5300	Courtesy and Protocol Committee	\$600.00	φου.υ	\$516.70 \$100.00
5310	Sisterly Relations Committee Other Standing Committees	\$100.00 \$50.00		\$50.00
		Ψ30.00		ψ50.00
Administra		¢75.00		¢7Г 00
5500 5510	Bank service charges Monthly Meeting (room rental)	\$75.00 \$1,200.00		\$75.00 \$1,200.00
5520	Officers' Bonding	\$300.00		\$300.00
5530	P.O. Box Medium	\$200.00		\$200.00
5540	Storage Facility	\$1,800.00	\$1,544.50	\$255.50
5560	External Audit	\$300.00	* .,	\$300.00
Corporate	Office			
5700	Chapter Tax	\$300.00	\$300.00	\$0.00
5710	·	\$4,250.00	\$3,750.00	\$500.00
5720	Per Capita Tax	\$380.00		
5720 5730	EAF Dues Reactivation Fees	\$40.00	\$350.00	\$30.00
5/30	Constitution & Bylaws/ Manual of			\$40.00
5740	Standard Procedure	\$430.00	\$385.00	\$45.00
Conference	<u>es</u>			
5900	North Atlantic Region & Boule	\$100.00		
3900	Assessments	φ100.00		\$100.00
5910	NARC Delegates	\$740.00		\$740.00
5920	Boule Delegates	\$0.00		\$0.00
5930	Undergraduate Round-up	\$300.00		\$300.00
5940	Leadership Seminar	\$350.00		\$350.00
5950 5060	Cluster IV Conference	\$85.00	¢150.00	\$85.00
5960	North Atlantic Leadership Meeting	\$300.00	\$150.00	\$150.00
<u>Other</u>				
6100	Contingency	\$1,623.00		\$1,623.00
6140	Tau Sigma Contingency	\$590.00		\$590.00
Chapter Ac	tivities_			
6300	Founders' Day	\$50.00		\$50.00
6310	Membership Intake	\$100.00		\$100.00
6320	Ivy Beyond the Wall	\$150.00		\$150.00
	Total	\$18,030.00	\$6,997.80	\$11,032.20

^{*}Actual YTD = \$5,813.77 - January 2017 + 1,184.03 - February 2017

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Summary) Monthly Financial Statements Fundraising Account

For the Period Ending February 28, 2017

CURRENT MONTH ACCOUNT SUMMARY

Available Bank Balance as of February 1, 2017		\$9,128.30
Income		
Income from Self-Sustaining Activities	\$0.00	\$0.00
Total Income		\$0.00
Expenses		
Expenses for Self-Sustaining Activities	\$518.61	
Disbursements - Feb 2017	,	\$518.61
Available Bank Balance as of February 28, 20	17	\$8,609.69
Y-T-D ACCOUNT SUMMARY		
	•	67.004.05
Available Bank Balance as of January 1, 2017		\$7,931.05
Income		
2017 Income from Self-Sustaining Activities	\$1,424.25	
Total Income	, ,	\$1,424.25
<u>Expenses</u>		
*2017 Expenses for Self-Sustaining Activities	\$745.61	
Total Disbursements	47	\$745.61 \$8,609.69
Available Bank Balance as of February 28, 20	17	\$6,609.69
RECONCILIATION TO BANK STATE	MENT_	
Balance per Bank Statement as of February 28, 2017		\$8,609.69
Plus: Deposits in Transit		\$0.00
Less: Outstanding Items		\$0.00
Adjusted Bank Balance as of February 28, 20	17	\$8,609.69
OUTSTANDING ITEMS		
<u>Payee</u> <u>Ch</u>	eck # Date	<u>Amount</u>
		\$0.00
Total Outstanding Items as of February 28, 20	17	\$0.00
DEPOSITS IN TRANSIT		
Panding Panait		\$0.00
Pending Deposit Pending Deposit (PayPal)		\$0.00 \$0.00
Total Deposits in Transit as of February 28, 20	117	\$0.00
Total Deposits in Transit as of February 20, 20	,,,,	Ψ0.00
STATEMENT OF ASSETS		
Type of Account	Account Number	<u>Balance</u>
PNC Bank - Business Checking (Fundraising)	xxxxxxx892	\$8,609.69
Total Assets as of February 28, 2017		\$8,609.69
10tal A336t3 a3 01 1 601 uai y 20, 2017		ψυ,003.03

^{**2017} Expenses for Chapter Self-Sustaining Activities is adjusted \$745.61 - \$214.84 2016 EAF 1908 Pledge - \$2.00 Soror R. Williams' Philacter fine transferred to Fundraising Account = \$528.77.

The adjusted amount matches the Comparison of Budget to Actual report.

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Program Tamiouchos Report (Year-to-Date) Comparison of Budget to Actual 2017

As of February 28, 2017

A/C#	Category	Approved Budget	*Actual YTD	Remaining in Budget
Chapter Pro	<u>ograms</u>			
1100	Back to School Backpacks	\$900.00		\$900.00
1200	Martin L. King Jr. Day of Service Program	\$175.00	\$125.00	\$50.00
1400	Rho Kappa Omega Scholarship	\$7,700.00		\$7,700.00
1500	Making Strides Against Breast Cancer	\$200.00		\$200.00
1600	Go Red for Heart Health	\$300.00	\$172.11	\$127.89
1800	Program Advertising	\$400.00		\$400.00
1900	Africare	\$100.00	\$100.00	\$0.00
2100	1908 Playgrounds Mobilization	\$800.00		\$800.00
2200	The Longest Day Alzheimer's Support	\$400.00		\$400.00
2300	Mental Health Awareness Day/Domestic Violence Awareness	\$500.00		\$500.00
2400	Childhood Hunger Awareness	\$500.00		\$500.00
2500	Contingency	\$700.00	\$131.66	\$568.34
2700	Fiscal Responsibility Workshop	\$250.00	4.000	\$250.00
2800	Seasonal Wraps	\$100.00		\$100.00
2900	Thanksgiving Dinner	\$400.00		\$400.00
3000	ASCEND	\$1,200.00		\$1,200.00
3100	Unity Walk	\$100.00		\$100.00
3200	One Million Backpacks	\$300.00		\$300.00
3300	THINK HBCU	\$100.00		\$100.00
	Total	\$15,125.00	\$528.77	\$14,596.23

Notes:

Special Notes: Fundraising projects are not reported on the Program Comparison of Budget to Actual 2017 report. (Financial Fundamentals Nov. 2014)

^{*}Actual YTD = \$225.00 - January 2017 + \$303.77 - February 2017

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Fundraising Tamiouchos Report (Year-to-Date)

As of February 28, 2017

		*Revenue	Expenses	Net
A/C#	Category			Profit
Fundraisin	g Projects			
4700	Bowling Party			
4710	Movie Event & Dining to Donate			
4720	Lyle Love Affair			
4730	Scholarship Awards 6/3/17			
4740	Denims & Pearls			
4750	Outstanding assessments	\$1,245.01		\$1,245.01
4760	2016 EAF 1908 Pledge	\$177.24	\$214.84	-\$37.60 (A)
	Total	\$1,245,01	\$214.84	\$1,030,17

Notes:

 $Corporate\ Office\ requires\ separate\ reporting\ for\ all\ fundraising\ projects.\ (Financial\ Fundamentals,\ Rev.\ Nov\ 2014)$

*Revenue = income

(A) -2016 EAF 1908 Pledge reflects donations from 3 sorors @ \$19.08 each + 6 sorors @ \$20.00 each - \$177.24 submitted in January 2017

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Scholarship Tamiouchos Report (Year-to-Date) Comparison of Budget to Actual 2017

As of February 28, 2017

Notes

A /O#	0.1	Approved	Actual	Remaining
A/C#	Category	Budget	YTD	in Budget
Scholarship				
7000	Annual Scholarships			
	Total			

Notes:

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Summary) Monthly Financial Statements Scholarship Account

For the Period Ending February 28, 2017

CURRENT MONTH ACCOUNT SUMMARY

Available Bank Balance as of February 1, 2017		\$3,305.05
Income		
Income for Scholarships	•	0.00
•	Ψ	
Total Income		\$0.00
F		
Expenses	_	
Expenses for Scholarships	·	0.00
Disbursements - February 20°		\$0.00
Available Bank Balance as o	f February 28, 2017	\$3,305.05
Y-T-D AC	COUNT SUMMARY	
Available Bank Balance as of January 1, 2017		\$3,305.05
Income		
2017 Income for Scholarships	\$	0.00
Total Income	·	\$0.00
10141 111001110		40.00
Expenses		
2017 Expenses for Scholarships	¢	0.00
	Ψ	
Total Expenses		\$0.00
Available Bank Balance as o	f February 28, 2017	\$3,305.05
RECONCILIATIO	ON TO BANK STATEMENT	
Balance per Bank Statement as of February 28, 20	117	\$3,305.05
Plus: Deposits in Transit		\$0.00
Less: Outstanding Items		\$0.00
Adjusted Bank Balance as o	f February 28, 2017	\$3,305.05
OUTS	FANDING ITEMS	
<u>Payee</u>	Check # Date	<u>Amount</u>
Total Outstanding Items as o	of Fohruary 28, 2017	\$0.00
Total Outstanding Items as o	11 1 ebidai y 20, 2017	φο.σο
DEPOS	SITS IN TRANSIT	
Total Deposits in Transit as o	of February 28, 2017	\$0.00
•	-	
STATEM	IENT OF ASSETS	
Type of Account	Account Number	<u>Balance</u>
PNC Bank - Business Checking (Scholarship)	xxxxxxx497	\$3,305.05
. 110 Dank - Dusiness Officering (Octionalship)	**************************************	φυ,υυυ.υυ
Total Assets as of Febr	ruary 28, 2017	\$3,305.05



Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Detail) **Operating Account**

February 1 - February 28, 2017

	Beginning Available Balance	\$15,031.53
Income:		
Rec'd Depos	it	
2/18/17 2/21/1	7 Dolores Curtis: 2017 NARC Registration fee - \$185.00	\$405.00
	2017 EAF Breakfast - \$75.00, Jazz Brunch - \$70.00	
	Diamond, Golden, Silver Luncheon- \$75.00	
2/18/17 2/21/1	7 Heather Spencer: 2017 NARC Registration fee - \$185.00	\$260.00
	2017 Diamond, Golden, Silver Luncheon- \$75.00	
2/18/17 2/21/1	7 Tamara Odom: 2017 NARC Registration fee - \$185.00	\$260.00
	2017 Diamond, Golden, Silver Luncheon- \$75.00	
2/18/17 2/21/1	7 Cimeron Bryant: 2017 Awards Gala seat - \$5.00	\$7.50
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	
2/18/17 2/21/1	7 Cimeron Bryant:	
	2017 Diamond, Golden, Silver Luncheon seat (Guest) - \$2.50	\$2.50
2/18/17 2/21/1	7 Sallie Brown: 2017 Awards Gala seat - \$5.00	
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	\$7.50
2/18/17 2/21/1	7 Gloria Felder: 2017 Awards Gala seat - \$5.00	
		\$5.00
2/18/17 2/21/1	7 Doris Taylor: 2017 Awards Gala seat - \$5.00	
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	\$7.50
2/18/17 2/21/1	7 Tamara Odom: 2017 Awards Gala seat - \$5.00	
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	\$7.50
2/18/17 2/21/1	7 Heather Spencer: 2017 Awards Gala seat - \$5.00	
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	\$7.50
2/18/17 2/21/1	7 Vanetha Wood-Stradford: 2017 Awards Gala seat - \$5.00	
	2017 Diamond, Golden, Silver Luncheon seat- \$2.50	\$7.50
2/18/17 2/21/1	7 Cashonda Pamplin-Grant (Undergraduate Transfer) Balance Paid:	
	2017 Per Capita/EAF/Sorority Documents- \$145.00	
	2017 Per Capita late fee- \$12.50	
		\$157.50
	**Total Income	\$1,135.00

Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Detail) Operating Account February 1 - February 28, 2017

			1 oblidary 1 Toblidary 20, 2017		
	Disbursen	nents:			
Date	Posted			A/C #	
2/18/17	2/21/17	1990	Lyndsay Christian: Feb. 2017 meeting refreshments	5290	\$32.05
2/18/17	2/27/17	1991	Vanetha Wood-Stradford:	5960	\$75.00
, ,			2017 North Atlantic Leadership meeting registration		
2/18/17	2/27/17	1992	Vanetha Wood-Stradford:	5010	\$85.00
			2017 Cluster IV Founders' Day registration		,
2/18/17	2/27/17	1993	Vanetha Wood-Stradford: ExtraSpace Storage (Jan 2017)	5540	\$121.98
		1994			
2/18/17	2/27/17	1994	Vanetha Wood-Stradford: 2017 NARC EAF Breakfast (\$75.00)	5010	\$200.00
	0.0	400-	2017 NARC Regional Director's Dinner (\$125.00)		****
2/18/17	2/27/17	1995	Alpha Kappa Alpha: (35) Constitution and Bylaws \$175.00	5740	\$385.00
			(35) Manual of Standard Procedure \$175.00		
			Shipping and Handling Fee \$35.00		
2/18/17	Pending	1996	Alpha Kappa Alpha:	5710/ 5720	\$147.50
			Per Capita and EAF Dues (C. Pamplin-Grant) \$135.00		
			Corporate Office Late fee \$12.50		
2/25/17	2/27/17	1997	Vanetha Wood-Stradford: Reimbursement	5010	\$1,000.00
, ,			2017 NARC chapter registration & activities		. ,
			Soror Dolores Curtis: \$405.00		
			Soror Heather Spencer: \$260.00		
			Soror Tamara Odom: \$260.00		
			Diamond, Golden, Silver Luncheon: \$75.00		
2/25/17	2/27/17	1998	Vernetha Hope Powell:	5960	\$75.00
			2017 North Atlantic Leadership meeting		
		Total D	isbursements		\$2,121.53
			Summary		
		Beginni	ing Available Balance		\$15,031.53
		Total In			\$1,135.00
		" I Otal L	Disbursements		-\$2,121.53
		**Endin	g Available Balance		\$14,045.00
		Liidiii	g Available Balafice		\$14,043.00
		Carry O	ver Balance		\$14,045.00
		Pending	Charges		
		1996/\$1	·		
		- * -			\$147.50
					,
		 -			
			ANDING DEPOSITS		\$ -
		Bank Ba	alance		\$14,192.50

^{*}Total Disbursements \$2,121.53 - \$12.50 Payable to Corporate Office - \$925.00 Chapter Registration = \$1,184.03 actual 2017 expenses. Madam Basileus Wood-Stradford reimbursed for chapter registration paid on her personal credit card.

^{**}Ending balance includes Restricted balance of \$55.00 for 2018 Chapter dues and \$52.50 for Reserved seats at the 2017 NARC Award Gala and Diamond, Golden, Silver Luncheon



Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Detail) Fundraising Account February 1 - February 28. 2017

		February 1 - February 28, 2017		
	Beginning Availal	ble Balance		\$9,128.30
	Income:			
Rec'd	Deposit			
	**Total Income			\$0.00
	Disbursements:			
Date	Posted		A/C #	
2/4/17	2/28/17 1564	Educational Advancement Foundation: 2016 Chapter donation	4760	\$214.84
2/18/17	2/21/17 1565	Sallie Brown: Reimbursement 2017 Cluster IV Founders' Day Service Program	2500	\$131.66
2/18/17	2/21/17 1566	Sallie Brown: Reimbursement	1600	\$172.11
		Pink Goes Red for Heart Health Program		
	Total Disburseme	ents		\$518.61
		Summary		
	Beginning Availal	ble Balance		\$9,128.30
	Total Income			\$0.00
	Total Disburseme	ents		-\$518.61
	Ending Available	Balance		\$8,609.69
	Carry Over Balanc	е		\$8,609.69
	Outstanding Items			\$0.00
	PENDING DEPOS	ITS		\$0.00
	Bank Balance			\$8,609.69



Alpha Kappa Alpha Sorority, Inc. Rho Kappa Omega Chapter Tamiouchos Report (Detail) Scholarship Account February 1 - February 28, 2017

Rec'd	Beginning Available Balance Income: Deposit		\$3,305.05
Date	Total Income Disbursements: Posted	A/C#	\$0.00
	Total Disbursements		\$0.00
	Summary		
	Beginning Available Balance Total Income Total Disbursements		\$3,305.05 \$0.00 \$0.00
	Ending Available Balance		\$3,305.05
	Carry Over Balance Outstanding Items Bank Balance		\$3,305.05 \$0.00 \$3,305.05

Alpha Kappa Alpha Sorority, Inc.

Rho Kappa Omega Chapter

March 2017 Committee Report

There was a Program Committee call on March 7, 2017 @ 7:03pm

2017 Program Committee Goals:

- Meet All Community Impact Days for Launching New Dimension of Services
- Increase Community Participation in all Programs
- Collaborating with five or more Community Partners
- Increase Sorors participations in programs by at 50% of the chapter Sorors
- Donate or Collaborate to One New Organization

Upcoming Programs

- Financial Responsibility Workshop on March 22, 2017 @6:00pm at NJCU
- NAMI Awareness Day on April 8, 2017 @ Mary McLeod Bethune Center-Community Impact Day
- 1908 Playground Mobilization Day on May 17, 2017- Community Impact Day
- Scholarship Luncheon on June 4, 2017
- Unity Walk on June 10, 2017
- The Longest Day (Alzheimer's Association) on June 20, 2017

The Program Committee would like to thank Sorors for all there help and assistance to make each program a success and the programs couldn't take place without the support of the entire chapter.

Financial Workshop is scheduled for March 22, 2017 @ NJCU-Gilligan Student Union Building Room 216 located at 2039 John F. Kennedy Blvd., Jersey City, NJ 07305 and the guest speaker with speak on Budget 101, how to set up a budget, IRA and retirement planning. There will be an activity to create a vision board for your finances.

The NAMI/Mental Illness and Domestic Violence Program will be held on April 8, 2017@1:00pm the location is Mary McLeod Bethune Center located at 141 Martin Luther King Drive Jersey City, NJ and the chapter will be collaborating with NAMI/Hudson, NAMI/New York, Royal Men Foundation, Sarah's Daughter and AngelaCARES, Inc., Your participation and attendance is greatly appreciated and spread the word to friends and family members to attend.

THINK HBCU is planning a college fair on September 23, 2017 and the event will take at Jersey City Hall and we are looking for historically black colleges and universities to participate in the college fair. THINK HBCU Committee is doing a fundraisers and the

plan is too have a raffle, coin collections and dress down in June and September Chapter Meeting. Also a reminder for Sorors to make donations of \$8.00 to THINK HBCU.

Scholarship Committee is in the planning stage for the 2017 Scholarship Program and the sub-committee will be meeting on the following dates:

- Applications has been sent to Hudson County High Schools via fax and email
- Some applications are coming in
- Deadline for scholarship is March 18, 2017 and must be postmarked by March 18, 2017
- Scholarship/Fundraiser Luncheon on June 4, 2017

After Action Reports are due 10 days after a program has ended; the report should ensure the hours spent planning the program, volunteer hours, and reports comes to the Anti-Basileus before going to Standards.

Sorors are being asked to make donations to NARC Service Project and the donations will benefit the Baltimore City Community. The donations are Seasonal Wraps such as hats, gloves, scarves and coats. Also another service project is to collect non-perishable food items. There will be boxes to collect the items at March and April Chapter Meetings

NAMI Walk is scheduled for May 13, 2017 at Seaside Park at the Boardwalk. Check in time is 9:00am and the walk starts at 10:00am. If you are interested in participating please let me know.

Rho Kappa Omega would like to collaborate with other community organizations when having events or programs and if there are any recommendations the Program Committee will contact the organization. The organizations must be willing to work to together with the planning, setting up, help to organize the event and the seeing the event throughout the entire process

Recommendation from Program Committee

d HOW

Rho Kappa Omega to make a donation to American Heart Association with the remaining funds coming from the Go Red for Heart Health

Rho Kappa Omega to dress down at June General Body Meeting optional for donation of \$3.00 to go to THINK HBCU

Next Program Committee Meeting Conference call will be held on April 4, 2017 @ 7:00pm and the conference number is (712)775-7031 and the PIN Number is 476-587-395#

Sisterly Yours, Soror Sallie E. Brown, on behalf of the Program Committee





Alpha Kappa Alpha Sorority, Incorporated Rho Kappa Omega Chapter Budget and Finance Committee March 2017

The Statement of Financial Operations (End of the Year report) was prepared by the former tamiouchos and submitted to Corporate Office on January 30, 2017.

Special thank you to Madam Basileus for coming to Morris County (twice) to submit sorors' Per capita and EAF to Corporate office before February 1st.

IRS back taxes owed by the chapter is 1,715.93 (2013 and 2015). This amount consist of 352.93 - 2013, 0 - 2014, 1,363.00 - 2015. The preceding amount doesn't include our 2016 tax liability. The first payment is due on January 1, 2018.

2016 Fundraising Profit (ticketed events) will be reported on by the Audit Committee.

2016 outstanding assessment: (7) sorors are indebted to the chapter. The total indebtedness is \$680.00.

PNC Banking Policy changes: Madam Basileus Wood-Stradford and Soror Powell met with PNC banker, Elizabeth Caicedo at the Journal Square location. Ms. Caicedo reviewed Rho Kappa Omega accounts and indicated that the new April 2017 policies are not applicable to the chapter.

ExtraSpace Storage: Madam Basileus was able to negotiate a \$25 one-time credit and monthly rental reduction. Through her negotiation, the chapter was able to reduce the annual cost from \$1,668 to \$1,544.50. Additionally, the chapter received an extra month free (January 2018).

Palitto Insurance Agency provides bonding for (4) Rho Kappa Omega officers. These officers include the Basileus, Tamioucos, Pecunious Grammateus, Fundraising Chairman. The current bond expires 2/28/2017.

Effective 3/1/17, the following Officers/Committee Chairman will be bonded: Basileus, Grammateus, Tamiouchos, Pecunious Grammateus and Fundraising Chairman.

Budget Request Form will be customized with a breakdown of the committee's chairman and officers' previous years' budget and the Budget and Finance Committee will meet with everyone in person by September 1st.

Budget Update: The current fundraising balance is not enough to cover the 2017 Program Budget. The committee has decided to wait until the 2016 Fundraising profit has been reported on by the Audit Committee before taking action.

2017 Goals:

- 1. To prepare and present detailed, summary and year-to-date financial reports for the following Rho Kappa Omega's accounts; Operations, Program/Fundraising and Scholarship.
- 2. To educate chapter members regarding internal and external financial policy changes impacting the chapter's current and future growth potential.
- 3. To review the External and Internal Audit reports to determine how to integrate recommendations into the chapter financial procedures.
- 4. To create an electronic Chart of Accounts combining all account codes into one complete list.

Submitted by

Soror Vernetha Hope Powell, Chairman on behalf of the Budget and Finance Committee



Restricted Balances as of February 28, 2017 Rho Kappa Omega Chapter

Soror Doris Taylor	\$50.00
Soror Vanessa Jean-Louis	\$ 5.00

2018 Chapter dues \$55.00



Alpha Kappa Alpha Sorority, Incorporated Rho Kappa Omega Chapter Fundraising Committee Report March 2017

- Updates of upcoming events
 - a. Scholarship Luncheon Chandelier Catering
 - I. Motions made by Soror Hope to have Penne ala Vodka and Tortellini Alfredo as the pasta selection for the scholarship luncheon.
 - II. Motion made by Soror Tamara to have Chicken Marsaia, Sausage and Peppers and Eggplant Rolletini as the Entrée Selection for the scholarship luncheon.
 - III. Motion made by Soror Hope to have white table cloths and gray napkins with pink and green center pieces at the scholarship luncheon.
 - b. **Bowling Event** Hudson Lanes September 30th 2017. \$55 per lane and shoe rental. Total of of \$550 for 10 lanes along with a pie and pitcher for \$20/lane for a total of \$200 for food and drinks. The entire event it would cost the chapter a total of \$750 leaving a balance of \$900 in the budget for the event. Depending on the sales there can be more lanes added for the event.
 - I. Motion made by Soror Hope to amend the previous adopted fundraising bowling assessment by decreasing the cost of the ticket price from \$25 to \$20.
 - II. Motion made by Soror Hope to have the bowling event on September 30th at Hudson Lane from 5-7 pm.
 - c. **Denim and Pearls Party** The annual Denim and Pearls party will be held November 25th, 2017. The sorors at BAQ are still trying to solidify the details for the event.
 - d. **Goals/Objectives** The goals and objectives for the committee are to work together with community agencies as well as sorors in the chapter to put the FUN back into FUNDRAISING
- II. **Announcements** Soror Hope wanted sorors to know that they can pay for assessment for the scholarship luncheon in increments

Submitted by Soror Siiera Robinson
On behalf of the Fundraising Committee



Leadership Development Committee March 2017

Members: Madam Basileus Wood-Stradford, Sorors Elisheva MR, Siiera Robinson and Vernetha Hope Powell

Our 2017 committee motto is "Leadership in Action".

2017 Goals:

- 1. Inspire chapter members to consider leadership positions within Rho Kappa Omega Chapter.
- 2. Recognize chapter members by sharing their notable contributions to the growth and sustainability of Rho Kappa Omega.
- 3. Develop an officer/committee transition checklist.
- 4. Develop the 2017 Standing Rules.
- 5. Conduct a Chapter Operations workshop in April 2017.
- 6. Update and distribute the Chapter Operations manual no later than June 2017.

Leadership Committee Motions:

We move to accept the 2017 Rho Kappa Omega standing rules.

We move to conduct the 2017 Chapter Operations workshop on April 15, 2017 at 1:30 p.m..

Submitted by:

Soror Vernetha Hope Powell, Chairman on behalf of the Leadership Development Committee



Alpha Kappa Alpha Sorority, Incorporated Rho Kappa Omega

Membership Committee Report Meeting: Monday, March 7, 2017 Dial In: 712-775- 7031 Access Code: 865043182#

Call Participants: Soror Shevon Armstrong (Chairman), Soror Sobande Afolabi, Soror Sabrina Riley, Soror Mayya Bryant, Soror Tamara Odom

Meeting called to order- 7:08p.m.

Meditation provided by Soror Shevon Armstrong

I- Review of Reclamation- The committee was reminded of goals that were set to reclaim our lost pearls and work to bring inactive members to return to active membership.

Motion that there will be a discount of 2018 dues for Sorors who reclaim a Soror in 2017 for the amount of \$10 for an individual Soror not to exceed \$50 total of the membership budget.

- II- UPDATE: This event will take place in for April's Chapter Meeting. New Member Breakfast- This will take place during March's chapter meeting on the 18th for all new members of the chapter to have a meet and greet with chapter members. Chairman of all committees will be asked to attend to help new members get an understanding of what each committee must offer. All chapter members will be invited as well. This event will begin at 10:00 a.m. at NJCU (chapter meeting location). Lite refreshments will be served.
- III- Upcoming Chapter Activities
 - 1. Chapter House Party- The membership committee is looking for a Soror that is willing to host this event at their home sometime in the Spring (possibly April or May). Please contact Soror Shevon if you are interested.
 - 2. Chapter T-Shirt- Ideas for the T-Shirt will be presented to the chapter during March's chapter meeting, The chapter will be asked to select a shirt design based on the choices so we can narrow down one shirt idea for the chapter to wear during NARC.
 - 3. Chapter Clubs- Ex: Mommies Club- Sorors are asked to reach out to other Sorors to share any activities that will be fun with each other's children. Cooking Club

Sorors are asked to share any cooking ideas with one another. Book Club- Please share any special books that you have read that are interesting with the chapter.

- IV- Sister to Sister Polished Pearl Luncheon- The chapter must submit a Soror that will be awarded a Polished Pearl during the Sister to Sister Crab Fest at NARC which must be submitted by March 24th. Each Soror will be asked to nominate another Soror and then the Sorors with the most nominations will be voted on by the chapter. The Soror with the most votes will be chosen as the Polished Pearl. Emails will be sent out to Sorors with information on how to nominate and vote for this award.
- V- Other Business-
 - 1. The committee is asking Sorors for monetary donations to be brought to March's chapter meeting to assist in the purchase of a special gift for a Soror. Our goal is to raise \$150 for this gift. Please bring any monetary donations that you can, and because it is a surprise please inquire within if there are any questions.
 - 2. The committee will present Sorors with a Soror Spotlight and Soror of the Month award during chapter meetings.
 - 3. Sorors will also be assigned a Soror buddy that they will connect with and collaborate with throughout the year. March's theme will be "My Lucky Buddy".

Meeting Adjourned- 7:31 p.m.

Respectfully submitted by Soror Shevon Armstrong- Chairman



2017 Rho Kappa Omega Chapter STANDING RULES

- 1. Treat your SOROR as YOU would like to be treated and adhere to the current Code of Ethics.
- 2. All Committee and General Body meetings shall start immediately upon establishing a quorum. All latecomers to a General Body Meeting shall be assessed a \$2 late fee.
- 3. Arrive to meetings prepared with knowledge of the content of committee reports, a copy of the current Alpha Kappa Alpha Sorority, Incorporated Constitution and Bylaws, Manual of Standard Procedure and Rho Kappa Omega Chapter Bylaws.
- 4. Business attire is required for chapter meetings unless otherwise directed by the Basileus. Please refer to the current Alpha Kappa Alpha Protocol Manual.
- 5. Maintain proper decorum in business meetings.
- a) Do not speak until recognized by the presiding officer.
- b) Keep remarks brief and concise.
- c) Avoid unnecessary movement and individual conversations during the meetings.
- d) Respect and support the decision of the majority.
- e) Turn off or place on vibrate all electronic communication devices.
- f) Offer constructive criticism and avoid unsisterly conduct.
- 6. Actively participate in chapter meetings, committee meetings, chapter activities and events.
- 7. Adhere to the current financial and fundraising procedures of Alpha Kappa Alpha Sorority, Incorporated and Rho Kappa Omega Chapter.
- 8. Maintain good financial status by paying your dues and assessments per the chapter bylaws.

Ask yourself... "What kind of chapter would this be if all of the members were just like me?"