



December 2016

Chapter Meeting Documents



Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega and Tau Sigma Chapters
 Joint General Body Meeting Agenda December 17, 2016 @ 11 am
 New Jersey City University GSUB Room 129
 2039 Kennedy Boulevard, Jersey City, NJ 07305
 Rho Kappa Omega (PKQ) Basileus Cimeron Bryant, Co-Presiding
 Tau Sigma (TS) Basileus Elisheva M.R., Co-Presiding

<u>Time</u>	<u>Agenda Item</u>	<u>Responsible Soror</u>
11:00	Meditation	Soror Cashonda Pamplin-Grant, Chaplin (TS)
11:03	Adoption of Agenda	Soror Elisheva M.R., Basileus (TS)
11:05	Approval of Minutes	Soror Shevon Armstrong, Grammateus (PKQ) & Soror Elisheva, M.R., Grammateus (TS)
	Officers' Reports	
11:10	Basileus	Soror Cimeron Bryant (PKQ) & Soror Elisheva M.R. (TS)
11:15	Epistoleus	Soror Vanessa Jean-Louis (PKQ) & Soror Ashanti Wingate (TS)
11:20	Pecunious Grammateus	Soror Tynesha Banks (PKQ) & Soror Elisheva M.R. (TS)
11:28	Tamiouchos	Soror Sobande F. Afolabi (PKQ) & Soror Cashonda Pamplin-Grant (TS)
11:36	Hodegos	Soror Vaidra Boston (PKQ) & Soror Cashonda Pamplin-Grant (TS)
	Committee Reports (Questions Only)	
11:41	Program, Publicity and Technology, Auditing, EAF, Fundraising, Membership, Sisterly Relations and Standards (PKQ and TS Committee Chairmen)	
	New Business	
11:51	Action Items	Soror Cimeron Bryant, Basileus (PKQ)
11:56	Fall Mailing	Soror Cimeron Bryant, Basileus (PKQ)
12:13	External Audit	Soror Cimeron Bryant, Basileus (PKQ)
12:19	Joint Sisterly Relations Activity	Soror Charlotte Rogers-Brown, Sisterly Relations Chairman (PKQ) & Soror Elisheva M.R., Membership Chairman (TS)
12:34	Installation of Officers & Code of Ethics	Officers of Rho Kappa Omega and Tau Sigma Chapters
12:55	Presentations	Open
1:03	Philacter Report	Soror Andrea Wright, Philacter (PKQ) & Soror Elisheva M.R., Philacter (TS)
1:08	Announcements	General Body (PKQ and TS)
1:13	International Hymn & Pledge	General Body (PKQ and TS)
1:20	Adjournment	Soror Elisheva M.R., Basileus (TS)



Alpha Kappa Alpha Sorority, Incorporated ®

Rho Kappa Omega Chapter

General Body Meeting Minutes

Basileus Cimeron Bryant, Presiding

Date: November 19, 2016

Location: Mary McLeod Bethune Center 140 Martin Luther King Drive Jersey, City, NJ

28 Sorors attended and attendance sheet attached

Meeting called to order 11:05 a.m.

Meditation provided by Basileus Bryant

Adoption of agenda by general consent

Adoption of minutes by general consent- Corrections to October minutes 100 pounds of food donated. Remove "E" from Soror Darcell Medley- Stokes name in attendance.

Officer Reports

Basileus- provided by Basileus Bryant – newsletter on file- proposed constitution amendments form due December 1, 2016 to Regional Director, fall meeting Directorate summary posted to members only section.

Epistoleus- provided by Soror Vanessa Jean Louis- report on file- updates to report. Madam Basileus provided notification about Soror Corinne Rivers (GA) letter to undergraduates. Additional information about two large be the voice signs with one small easel was also sent in the mail.

Pecunious Grammateus- provided by Soror Tynasha Banks- summary of October 2016- report on file

Tamiouchos- provided by Soror Sobande Afolabi- summary of October 2016- report on file

Hodegos- provided by Soror Vaidra Johnson- introduced visiting sorors

Special Orders- questions were presented to the candidates that are running for specific positions.

Elections- 28 Sorors in attendance, 28 ballots were distributed. Soror Vanetha Wood Stratford asked to remove her name and for the position of Hodegos, Soror Vernetha Hope Powell removed her name for Graduate Advisor

Committee Reports

Program- provided by Soror Sallie Brown, update provided about Hope House and asked sorors to donate gently used books or toys for kids.

Budget and Finance- provided by Soror Sobande Afolabi- report on file

Auditing- provided by Soror Natalie Russell- audited 2014- 2015- 2-page report for each- report on file

Motion made by Soror Natalie Russell that 2014- 2015 internal auditing report be accepted by the chapter as presented. Motion carried

EAF- provided by Soror Sabrina Riley- report on file

Fundraising- provided by Soror Sabrina Riley- updates reminded about ticket money for upcoming parties Denim and Pearls and Lyle Love Affair. Ticket money is due prior to event.

Standards- provided by Tamra Sanchez- chapter self- assessment form was distributed by Soror Andrea Wright for chapter members to read

Strategic Planning- provided by Soror Janet Chavis – summary of strategic planning procedure

Unfinished Business

2017 Proposed Budgets- resend motions on operating, program and fundraising budget from vote in October to be voted on in November.

Motion made by Soror Sobande Afolabi to resend 2017 proposed operating budget. Motion failed. Only 18 sorors voted and we need 19 sorors voted.

Motion made by Soror Shevon Armstrong that we call for the division of the assembly to resend. Motion carried.

Motion made by Soror Sobande Afolabi to resend proposed 2017 operating budget. Motion carried.

Motion made by Soror Sobande Afolabi to accept the 2017 operating budget. Motion carried

Motion made by Soror Sallie Brown to resend 2017 proposed program budget. Motion carried

Motion made by Soror Sallie Brown to add to 2017 proposed program budget for Rho Kappa Omega to participate and donate \$100 for the Unity Walk. Motion carried.

Motion made by Soror Sallie Brown to accept the 2017 proposed program budget for Rho Kappa Omega as presented. Motion carried.

Motion made by Soror Sabrina Riley to resend 2017 proposed fundraising budget. Motion carried

Motion made by Soror Sabrina Riley to change January 14 movie event and dining to donate from February 2017. Motion failed.

Motion made by Soror Sabrina Riley that all events proposed for 2017 with the except of the scholarship awards on June 3rd and denim and pearls be listed as the dates to TBD by the 2017 fundraising committee. Motion carried.

Motion made by Soror Sabrina Riley to accept the 2017 proposed fundraising budget as presented. Motion carried.

New Business

Teller's Report

Total Ballots distributed 28, collected 28

Basileus- number of votes cast 16, necessary for election 15, Soror Vanetha Wood Stratford is elected Basileus with 16 votes.

Grammateus- to be appointed

Tamiouchos- number of votes cast 20, necessary for election 15, Soror Vernetha Hope Powell has been elected Tamiouchos with 20 votes.

Hodegos- number of votes cast 28, necessary for election 15, Soror Lyndsay Christian has been elected Hodegos with 28 votes.

Philacter- Number of votes cast 27, necessary for election 15, Soror Shevon Armstrong has been elected Philacter with 27 votes.

Historian- Number of votes cast 24, necessary for election 15, Soror Sabrina Riley has been elected Historian with 24 votes.

Graduate Advisor- Number of votes cast 23, necessary for election 15, Soror Heather Spencer has been elected Graduate Advisor with 23 votes.

Action Items

Recommendation that Rho Kappa Omega make a donation to the Community Food Bank of New Jersey with funds coming from the remaining balance of the Childhood Hunger budget.

Motion made by Soror Sallie Brown to accept the recommendation as presented. Motion carried.

Recommendation made by Soror Sallie Brown to accept the recommendation coming from program committee that Rho Kappa Omega host a bingo / breakfast luncheon for the residents of Salem Lafayette in December 2016 with remaining funds coming from Martin Luther King Day of Service \$107.00, Heart goes Red \$41.50, Mental Health Awareness \$121.09, and Sustainability \$67.31 with the total of \$336.90

Motion made by Soror Sallie Brown to accept the recommendation as presented. Motion carried.

Philacter Report

28 Sorors present, 1 visiting Soror, 9 late Sorors, \$18 collected, 1 alarm, after report from September collected \$5 violation and 1 verbal warning was given.

Announcements

1. Soror Vaidra Johnson announced that courtesy committee gave out gift to Soror Tiffany Riddick for being a newlywed, and Soror Tamra Sanchez for a new baby.
2. Soror Heather Spencer announced about her girl scout troops- 20692 are selling fundraiser cookies and nuts please see her to make an order.
3. Soror Sabrina Riley announced about selling out Cinnabons and see her for order forms.
4. Soror Sobande Afolabi questioned about chapter operations after meeting, which she was informed was cancelled.
5. Soror Cimeron Bryant announced that December chapter meeting will be held at NJCU in Room 129. Officer installation for meeting will take place for incoming and outgoing officers who must wear all black with an AKA pin.
6. Soror Janet Chavis announced she has hard copies of the survey for sorors to complete.

International Hymn & Pledge

Meeting adjourned at 1:19p.m.

Rho Kappa Omega General Body Meeting Attendance

Saturday, November 19, 2016

1. Soror Andrea Wright
2. Soror Cimeron Bryant
3. Soror Corinne E. Rivers
4. Soror Darcell Medley- Stokes
5. Soror Dolores L.A. Curtis
6. Soror Doris Taylor
7. Soror Gloria Felder
8. Soror Heather Spencer
9. Soror Jahari Jacobs
10. Soror Janet Chavis
11. Soror Lyndsay Christian
12. Soror Maya Daniels
13. Soror Natalie Russell
14. Soror Sabrina Riley
15. Soror Sallie Brown
16. Soror Shevon Armstrong
17. Soror Siiera Robinson
18. Soror Sobande Afolabi
19. Soror Sonia Monet Pleasant
20. Soror Tamara Odom
21. Soror Tiffany Ryan
22. Soror Tonia Slay- Daniels
23. Soror Trudy Miles
24. Soror Tynesha Banks
25. Soror Vaidra Johnson
26. Soror Vanessa Jean- Louis
27. Soror Vanetha Wood- Stratford
28. Soror Vernetha Hope Powell

Visiting Sorors

1. **Maya Smith**



ALPHA KAPPA ALPHA SORORITY, INCORPORATED®

RHO KAPPA OMEGA CHAPTER • MONTHLY NEWSLETTER

December 2016

Vol. 2 Issue 10

Sisterly Greetings from the Basileus

Congratulations to our newly elected officers for the 2017-2018 term. Soror Vanetha Wood-Stradford-Basileus, Soror Vernetha Hope Powell-Tamiouchos, Soror Lyndsay Christian-Hodegos, Soror Shevon Armstrong-Philacter, Soror Sabrina Riley-Historian and Soror Heather Spencer-Graduate Advisor. Thank you all for your willingness to serve in your new positions.

Thank you sorors for making the Lyle Love Affair Party in collaboration with Alpha Phi Alpha Fraternity, Inc., Rho Kappa Omega's last fundraiser for 2016 another successful event. Special thanks to Soror Sabrina Riley our Fundraising Chairman, who was the top ticket seller.

On Sat, Dec 3rd, sorors and guests visited the Salem Lafayette Residence for a holiday brunch and afternoon of BINGO with the seniors. Over 25 seniors were in attendance. They enjoyed BINGO, winning prizes, holiday food and music. It was a wonderful day had by all. The seniors thanked us for taking time out of our busy schedule to spend time with them and look forward to seeing us again in 2017. Thank you sorors for making this all possible.

THANK YOU to the officers and committee chairmen who served during my administration. Your dedication, hard work and determination did not go unnoticed and I am grateful for your service this chapter and community.

Lastly, I would like to thank the Sorors of Rho Kappa Omega for the opportunity to serve as Basileus for these past two years. It was truly an honor and privilege to serve in this capacity. Words cannot express my sincere gratitude and appreciation for the support, words of encouragement and most importantly your continued commitment to serve the Hudson County community. Thank you

I wish you and your family a Merry Christmas, Happy Kwanzaa, Feliz Navidad, Happy Hanukkah and a safe and prosperous New Year.

Sisterly, *Soror Cimeron*

Basileus Itinerary for December

December 2nd: Lyle Love Affair Party w Alpha Phi Alpha Fraternity, Inc

December 3rd: BINGO and Holiday Brunch with Seniors

December 11th: Executive Board Meeting

December 17th: Joint Chapter General Body Meeting, Installation of Officers and Children Books donation drop off at Hope House

December 21st: Basilei Council Meeting

2016 Officers

BASILEUS
Cimeron Bryant

ANTI-BASILEUS
Sallie E. Brown

GRAMMATEUS
Shevon Armstrong

ANTI-GRAMMATEUS
Jazmin Gooding

PECUNIOUS GRAMMATEUS
Tynasha Banks

TAMIOUCHOS
Sobandé F. Afolabi, Esq.

EPISTOLEUS
Vanessa Jean-Louis

HODEGOS
Vaidra Boston

PHILACTER
Andrea Wright

PARLIAMENTARIAN
Darcell Medley-Stokes

IVY LEAF REPORTER
Tiffany M. Ryan

CUSTODIAN
Vanetha Wood-Stradford

HISTORIAN
Heather Spencer

GRADUATE ADVISOR
Corinne E. Rivers, Esq.

CHAPLAIN

In the News



Cluster IV Updates:

History has been made. The New Jersey AKA Specialty License Plates have been approved and we are now waiting to hear from DMV on a delivery date. More information will be available in the new year.

The North Atlantic Region Capes were mailed to Sorors who placed orders. Please see Madam Basileus if you have not received your cape.

SAVE THE DATE

North Atlantic Leadership Meeting, **January 7, 2017** at Crowne Plaza Hotel in Cherry Hill, NJ. Registration is \$75. Registration is now open.

Cluster IV Founders' Day, **February 11, 2017** at Short Hills Hilton in Short Hills, NJ. The attire for the day is white.

86th North Atlantic Regional Conference, **April 26-30, 2017** in Baltimore, Maryland.

Other Updates:

Alpha Kappa Alpha Sorority, Inc. manuals are available for purchase on the corporate office website at www.aka1908.com.

Monthly Calendar of Chapter Events

Dec 2nd: Lyle Love Affair Party w Alpha Phi Alpha
Dec 3rd: BINGO and Brunch with Seniors
Dec 17th: Joint General Body Meeting , Installation of Officers and Children Books donation drop off at Hope House

AKA - Jades

To be featured in the monthly newsletter for promotions, births, marriages, engagements, etc., please contact Basileus Bryant at pkqbasileus7@gmail.com.



December Birthdays

5th - Soror Vanessa Jean Louis
14th - Soror Cimeron Bryant
20th - Soror Vanetha W. Stradford
30th - Soror Kelle Coleman

2016 Committee Chairmen

PROGRAM - Sallie E. Brown
BUDGET & FINANCE - Sobande F. Afolabi
COURTESY & PROTOCOL - Vaidra Johnson
BYLAWS - Darcell Medley-Stokes
PUBLICITY & TECHNOLOGY - Tiffany Riddick
ARCHIVES - Heather Spencer
GRADUATE ADVISORY - Corinne E. Rivers
AUDITING - Natalie Russell
CONNECTION - Gwen Anthony
EAF Captain - Sabrina Riley
FUNDRAISING - Sabrina Riley
LEADERSHIP DEVELOPMENT Vernetha Hope Powell
MEMBERSHIP - Tonia Slay-Daniels
NOMINATING - Andrea Kwakyeh
STANDARDS - Tamra Sanchez
STRATEGIC PLANNING - Janet Chavis
SISTERLY RELATIONS - Charlotte Rogers-Brown

Rho Kappa Omega Chapter
Accomplishments and "Firsts"
Years 2015- 2016

2015 & 2016 Accomplishments

- Chapter raised over \$23,000 for programs and scholarships.
- Chapter awarded \$10,000 in scholarships to high school seniors in Hudson County, NJ.
- Chapter hosted 30 programs impacting thousands of residents in Hudson County, NJ.
- Chapter received Standing Tall Among Regions Award (S.T.A.R.) in 2016 for 2015 on time submission of End of Year Reports and completion of chapter self-assessment. On track for receiving S.T.A.R. Award in 2017 for 2016 on time submission of End of Year Reports and completion of chapter self-assessment.
- Soror Sobande F. Afolabi served as Conference Grammateus for the 84th North Atlantic Regional Conference.
- Chapter completed all International Community Impact Days in 2015 and 2016.
- Soror Corinne Rivers (Chairman) and Soror Jazmin Gooding (Co Chairman) chaired the 84th North Atlantic Regional Conference Welcome Committee.
- Soror Tiffany Ryan (Chairman) and Soror Tanya Ginn Brown (Co Chairman) chaired the 84th North Atlantic Region Evaluation Committee.
- Soror Natalie Russell received North Atlantic Region Sister to Sister Pearl Award at the 84th North Atlantic Regional Conference.
- Soror Sallie Brown received Certificate of Appreciation as Sisterly Relations Chairman at the 84th North Atlantic Regional Conference.
- Soror Sallie Brown recognized as a Silver Star Soror at the Diamond Golden Silver Soror Luncheon at the 84 North Atlantic Regional Conference.

- In 2015, chapter received recognition from the North Atlantic Regional Representative to the International Program Committee at the Cluster IV Leadership Conference for completing all 5 International Community Impact Days.
- Soror Dolores LA Curtis received Lifetime Achievement Award at the 2016 Cluster IV Founders' Day Luncheon.
- Chapter received Certificate of Achievement in 2015 and 2016 for participation in the Launching New Dimensions of Service Programs.
- Soror Shevon Armstrong received North Atlantic Region Polished Pearl Award at the 85th North Atlantic Regional Conference.
- Soror Shevon Armstrong and Soror Sabrina Riley are currently enrolled in the Nellie Quander Leadership Institute and will be graduating at the 86th North Atlantic Regional Conference.
- Chapter purchased half page ads for the 84th and 85th North Atlantic Regional Conferences.
- Chapter submitted articles to the Ivy Leaf each quarter for 2015 and 2016.
- Alpha Kappa Alpha Sorority, Inc Evaluation Team (E-Team) evaluated chapter records for 2011-2014. RESULT - **Overall Rating Meets Requirements**

2015 & 2016 "Firsts"

- **36** - Highest attendance of chapter sorors at the 84th North Atlantic Regional Conference.
- **6** - Tied for highest attendance of chapter sorors at the 2015 International Leadership Conference.
- **16** - Highest attendance of chapter sorors at the 2016 Boule.
- Educational Advancement Foundation, Inc - GOLD Level in 2016 for 2015 contributions.
- Educational Advancement Foundation, Inc - PLATINUM Level in 2017 for 2016 contributions.

- **5** - Most Life Members - Soror Gwen Anthony, Soror Cimeron Bryant, Soror Dolores LA Curtis, Soror Trudy Miles and Soror Janice T. Watson
- **1st** - Silver Soror Life Member to serve as Basileus - Soror Cimeron Bryant
- **54** - Largest membership (2015)
- **4** - Certified Chapter Financial Officers - Soror Sobande F. Afolabi , Soror Cimeron Bryant, Soror Tonia Slay- Daniels and Soror Natalie Russell
- **2** - Members of the National Association of Parliamentarians - Soror Cimeron Bryant and Soror Darcell Medley Stokes
- **1** - Certified Chapter Basilei - Soror Cimeron Bryant
- **10**- Largest number of Certified Graduate Advisors
 - Graduate Advisor Certification Training Level I - Soror Tonia Slay-Daniels, Soror Vernetha Hope Powell, Soror Natalie Russell, Soror Heather Spencer and Soror Vanetha Wood-Stradford
 - Graduate Advisor Certification Training Level II - Soror Sobande F. Afolabi, Soror Cimeron Bryant, Soror Corinne Rivers, Soror Darcell Medley-Stokes, Soror Janice T. Watson
- **\$5,886** - Largest two year total donation to The American Cancer Society.
- First ever fundraising collaboration (Denim and Pearls Day Party) two years in a row with Beta Alpha Omega the oldest and largest chapter in the North Atlantic Region.
- Soror Sallie Brown and Soror Cimeron Bryant were invited guest to witness the historical chartering of the first chapter in the Middle East, the 16th International chapter of Alpha Kappa Alpha Sorority, Inc in Dubai, United Arab Emirates.
- Chapter donated \$100 USD (AED 366) to Omega Theta Omega "Donate a Brick" campaign and purchased 73 bricks to help build a Special Care Center for children with special needs in Abu Dhabi, United Arab Emirates.

Thank you sorors for your service To All Mankind

Alpha Kappa Alpha Sorority Inc
Rho Kappa Omega

Pecunious Grammeteus Report November 1- 30, 2016

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Operating	Soror Tonia Slay Daniels	\$160.00	#2312	785682	11/19/2016	11/19/2016	2017 Partial Chapter Dues	
Operating	Soror Maya Daniels	\$315.00	163	785683	11/19/2016	11/19/2016	2017 Chapter Dues	Paid in Full
Operating	Soror Cimeron Bryant	\$190.00	5621	785684	11/19/2016	11/19/2016	2017 Chapter Dues Life Member	Paid in Full
Operating	Episonlon Upsilon Omega	\$100.00	254	785685	11/19/2016	11/19/2016	AKA NJ License Reimbursement	
Operating	Soror Natalie Russell	\$315.00	229	785686	11/19/2016	11/19/2016	2017 Chapter Dues	Paid in Full
Operating	Wright	\$18.00	Cash	785487	11/19/2016	11/19/2016	Philactor Fines	
	Total Operating	\$1,098.00						

Alpha Kappa Alpha Sorority Inc
Rho Kappa Omega
Pecunious Grammeteus Report November 1- 30, 2016

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Fundraising	Soror Natalie Russell	\$10.00	Cash	262256	11/13/2016	11/13/2016	Dime Collection	
Fundraising	Gwendolyn Anthony	\$50.00	#1113	262257	11/13/2016	11/13/2016	Denim and Pearl Assessment Met	
Fundraising	Soror Tonia Daniels	\$40.00	1512	262258	11/19/2016	11/19/2016	Lyle Love Affair	

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Fundraising	Soror Vaidra Johnson	\$170.00	Cash	262259	11/19/2016	11/19/2016	Lyle Love Affair; Denim and Pearls, Movie Night and Bowling Event	Assessment Met
Fundraising	Soror Doris Taylor	\$90.00	Cash	262260	11/19/2016	11/19/2016	Lyle Love Affair & Denim and Pearls	Assessment Met
Fundraising	Soror Sallie Brown	\$50.00	Cash	262261	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Cimeron Bryant	\$19.08	5620	262262	11/19/2016	11/19/2016	EAF Pledge	
Fundraising	Soror Sonia Monet Pleasant	\$50.00	Cash	262263	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Gloria Felder	\$50.00	Cash	262264	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Sobande Afolabi	\$50.00	Cash	262265	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Natalie Russell	\$140.00	Cash	262266	11/19/2016	11/19/2016	Bowling Event, Lyle Love, & Denim and Pearl	Assessment Met
Fundraising	Soror Jahari Jacob	\$30.00	224	262267	11/19	11/19/2016	Movie Night	Assessment Met
Fundraising	Soror Jahari Jacob	\$50.00	Cash/#225	262268	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Janet Chavis	\$50.00	#5010	262269	11/19/2016	11/19/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Vernetha Powell	\$90.00	#101	262270	11/19/2016	11/19/2016	Denim and Pearl Affair	Assessment Met
Fundraising	Soror Vanetha Stradford	\$90.00	#2295	262271	11/19/2016	11/19/2016	Denim and Pearl Affair	Assessment Met
Fundraising	Soror Cimeron Bryant	\$40.00	#5624	262272	11/25/2016	12/2/2016	Lyle Love Affair (2)	Assessment Met

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Fundraising	Allison Hernandez	\$100.00	#3863	262273	11/26/2016	12/2/2016	Denim and Pearl (4)	Credit Soror Sallie Brown
Fundraising	Soror Jazmin Gooding	\$100.00	Cash	262274	11/26/2016	12/2/2016	Denim and Pearl	Assessment Met
Fundraising	Soror Tamara Odem	\$90.00	Cash	262275	11/26/2016	12/2/2016	Denim and Pearl (1) Lyle Love (2) Bowling Event (1)	2016 Assessment Met
Fundraising	Soror Sabrina Riley	\$477.00	Cash	262276	11/26/2016	12/2/2016	EAF Raffle (3)	Assessment Met
Fundraising	Soror Sabrina Riley	\$60.00	Cash	262277	11/26/2016	12/2/2016	Lyle Love Affair (1)	
Fundraising	Soro Maya Daniels	\$20.00	Cash	262278	11/26/2016	12/2/2016	Denim and Pearl (5)	
Fundraising	Soror Sallie Brown	\$125.00	Cash	262279	11/26/2016	12/2/2016	Denim and Pearl(1)	
Fundraising	Soror Sierra Robinson	\$25.00	Cash	262280	11/26/2016	12/2/2016	Denim and Pearl (1)	
Fundraising	Soror Sobande Afolabi	\$25.00	Cash	262281	11/26/2016	12/2/2016	Denim and Pearl (2)	Assessment Met
Fundraising	Soror Heather Spencer	\$50.00	#5635	262282	11/26/2016	12/2/2016	Denim and Pearl(2)	
Fundraising	Shellece Earles	\$50.00	#1117	262283	11/26/2016	12/2/2016	Denim and Pearl (2)	
Fundraising	Soror Sabrina Riley	\$50.00	Cash	262284	11/26/2016	12/2/2016	Denim and Pearl Money @ the Door	
Fundraising	Soror Sabrina Riley	\$247.00	Cash	262285	11/26/2016	12/2/2016	Denim and Pearl	Money at the Door
Fundraising	Soror Sabrina Riley	\$1.00	Cash	262286	11/26/2016	12/2/2016	Denim and Pearl	
Fundraising	Soror Melody Parker	\$24.99	PayPal	4K043564RJ1449 21M	11/22/2016	11/25/2016	Denim and Pearl	Shevon Armstrong
Fundraising	Isha Boyce	\$24.99	PayPal	94D34065JK5997 302	11/23/2016	11/26/2016	Denim and Pearl	

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Fundraising	Candace Jefferson	\$24.99	PayPal	4AU96779MCS96 731D	11/23/2016	11/26/2016	Denim and Pearl	Credit Sabrina Riley
Fundraising	Soror Shevon Armstrong	\$40.29	PayPal	2MV96844BE2248 74E	11/23/2016	11/26/2016	Lyle Love Affair(2)	Assessment Met
Fundraising	Soror Shevon Armstrong	\$24.99	PayPal	5D281615C20210 25N	11/25/2016	11/26/2016	Denim and Pearl	Assessment Met
Fundraising	Pretty Lovely Boutique	\$50.29	PayPal	86K26927455732 43Y	11/25/2016	11/26/2016	Denim and Pearl	Credit Shekeitha Jefferies
Fundraising	Kandice Chavous	\$24.99	PayPal	15F99995F1503 191H	11/25/2016	11/26/2016	Denim and Pearl	
Fundraising	Andrea Kwakye	\$50.29	PayPal	0PK39931U71715 50H	11/25/2016	11/26/2016	Denim and Pearl (2)	Assessment Met
Fundraising	Andrea Kwakye	\$40.29	PayPal	9LC18533UTT7561 739	11/25/2016	11/26/2016	Lyle Love Affair(2)	Assessment Met
Fundraising	Bibi Bajinath	\$50.29	PayPal	2GJ44199C36127 15L	11/25/2016	11/26/2016	Denim and Pearl(2)	Credit Soror Sabrina Riley
Fundraising	April Thomas	\$24.99	PayPal	5W673327LA4325 02G	11/25/2016	11/26/2016	Denim and Pearl	Vanessa Jean-Louis
Fundraising	Clouds of Joy	\$24.99	PayPal	4DY20062436375 74A	11/26/2016	11/26/2016	Denim and Pearl	Credit Soror Tamara Odem
Fundraising	S.H.E Design	\$50.39	PayPal	00R64000NH5096 426	11/26/2016	11/26/2016	Denim and Pearl	Credit Soror Darcell
Fundraising	Janon Berry	\$24.99	PayPal	4BT47239T15960 24J	11/26/2016	11/26/2016	Denim and Pearl	Credit Sabrina Riley
Fundraising	Brenee Johnson	\$19.99	PayPal	ZEN30181R11634 40G	11/30/2016	12/2/2016	Lyle Love Affair	
Fundraising	Danielle Tomlinson	\$19.99	PayPal	5GA89336795066 539	11/30/2016	12/2/2016	Lyle Love Affair	
Fundraising	Leslie Arthur Yasmara	\$19.99	PayPal	46367265LT40655 0E	11/30/2016	12/2/2016	Lyle Love Affair	Credit Soror
Fundraising	Simmons	\$19.99	PayPal	2KMT14350K3071 74Y	11/30/2016	12/2/2016	Lyle Love Affair	Credit Soror Sharmelle Hunte
Fundraising	Jehada Nabli	\$24.99	PayPal	9BB47293UE9602 744	11/22/2016	11/26/2016	Denim and Pearl	Credit Soror Sabrina Riley

Account Name	Name	Amount	Check #/Cash	Receipt #	Date Received	Date Submitted	Purpose	Notes
Fundraising	Tara Richards	\$24.99	PayPal	599586007C834	11/20/2016	11/26/2016	Denim and Pearl	Lyndsay Christian
Fundraising	Yasmara Simmons	\$24.99	PayPal	3EE40167LU5560	11/16/2016	11/26/2016	Denim and Pearl	Credit Soror Tynasha Banks

Total Fundraising \$3,125.77

Alpha Kappa Alpha Sorority Inc
Rho Kappa Omega
Pecunious Grammeteus Report November 1 - November 30, 2016

Total Scholarship 0.00



Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega Chapter
 Tamiouchos Report
 Operating Account
 November 1 - November 30, 2016

Beginning Balance **\$13,476.76**

Income:

Rec'd	Deposit		
11/19/16	11/29/16	T. Slay-Daniels (\$160) Partial 2017 Chapter Dues (RESTRICTED); M. Daniels (\$315) 2017 Chapter Dues (RESTRICTED); C. Bryant (\$190) 2017 Chapter Dues (RESTRICTED); Epsilon Upsilon Omega Chapter (\$100) Refund to Soror Angela Mason for AKA NJ License Plate Fee; N. Russell (\$315) 2017 Chapter Dues (RESTRICTED); A. Wright (\$18) Philacter Fines	\$1,098.00
11/30/16	11/30/16	Online Transfer from Fundraising Account for Philacter Fines collected in Sept 2016 but mistakenly deposited into Fundraising Account	\$17.00
		Total Income	\$1,115.00
		ADJ Donation from K. Coleman of Check #1902	\$9.00
		Adjusted Income	\$1,124.00

Disbursements:

Date	Posted	Check #		A/C #	
11/13/2016	11/14/2016	TRANS	Online Transfer to Fundraising Account to cover Check #1549 that was mistakenly written from Fundraising Account	5290	\$18.48
11/13/16	11/25/16	1962	Sanon Global: Room Rental Fee for Executive Board Meeting on 11/13/16	5510	\$40.00
11/19/16	11/23/16	1963	Cimeron Bryant: Tickets for Pi Xi Omega fundraiser and Nu Kappa MIP Luncheon	5010	\$97.11
11/19/16	11/23/16	1964	Cimeron Bryant: Reimbursement of Room Rental Fees for Chapter Meetings (Sept-Nov)	5510	\$77.10
11/19/16	11/28/16	1965	Andrea Wright: Food for Sept. Chapter Meeting	5290	\$7.49
11/19/16	11/21/16	1966	Tonia Slay-Daniels: Supplies for Chapter Reclamation Event	5210	\$22.47
11/19/16	11/22/16	1967	Tiffany Riddick: Annual Fee for Chapter Website Maintenance	5270	\$155.00
11/19/16	11/21/16	1968	Vaidra Johnson: Courtesies and Refreshments for November Chapter Meeting	5290	\$154.24
11/19/16	11/23/16	1969	Cimeron Bryant: Postage fee for mailing applications for AKA NJ License Plates	5030	\$18.23
		Total Disbursements		\$590.12	

Summary

Beginning Balance	\$13,476.76
Total Income	\$1,124.00
Total Disbursements	\$ (590.12)
Total Balance to be carried forward	\$14,010.64

Carry Over Balance \$14,010.64
 Outstanding Items

OUTSTANDING DEPOSIT

Bank Balance \$14,010.64



Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega Chapter
 Tamiouchos Report
 Fundraising Account
 November 1 - November 30, 2016

Beginning Balance			\$5,623.41
<u>Income:</u>			
Rec'd	Deposit		
11/2/2016	11/3/2016	Sip N Design Reclamation Event (\$85); Dime Collection Fundraiser (\$231)	\$ 316.00
11/13/2016	11/29/2016	Dime Collection Fundraiser (\$10); 2 tickets to Denim & Pearls (\$50)	\$ 60.00
11/13/2016	11/14/16	Online Transfer to Fundraising Account from Operating Account to cover Check #1549 that was mistakenly written from Fundraising Account	\$18.48
11/19/2016	11/29/2016	22 tickets to Denim & Pearls (\$550); 12 tickets to Lyle Love (\$240); EAF Donation (\$19.08); 4 movie tickets (\$60); 4 bowling tickets (\$100)	\$ 969.08
Total Income			\$1,363.56
ADJ	Check #1523, payable to Mental Health Association of New Jersey		\$50.00
Adjusted Income			\$1,413.56
<u>Disbursements:</u>			
Date	Posted	Check #	A/C #
11/1/2016	11/1/16	ACH PNC Bank: Stop Payment Fee for Check #1523	5500 \$33.00
11/19/2016		1553 American Cancer Society: Chapter Donation	1500 \$500.00
11/30/2016	11/30/16	TRANS Online Transfer to Operating Account for Philacter Fines collected in Sept 2016 but mistakenly deposited into Fundraising Account	\$17.00
Total Disbursements			\$550.00

Summary

Beginning Balance	\$5,623.41
Total Income	\$1,413.56
Total Disbursements	\$ (550.00)
Total Balance to be carried forward	\$6,486.97
Carry Over Balance	\$6,486.97
Outstanding Items 1553/\$500	\$500.00
OUTSTANDING DEPOSIT	\$ -
Bank Balance	\$6,986.97



Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega Chapter
 Tamiouchos Report
 Scholarship Account
 November 1 - November 30, 2016

	Beginning Balance			\$3,805.05
	<u>Income:</u>			
Rec'd	Deposit			
		No income received during this reporting period.		\$0.00
	Total Income			\$0.00
	<u>Disbursements:</u>			
Date	Posted	Check #	A/C#	
		No disbursements were made during this reporting period.		\$0.00
	Total Disbursements			\$0.00

Summary

Beginning Balance	\$3,805.05
Total Income	\$0.00
Total Disbursements	\$ -
Total Balance to be carried forward	\$3,805.05
Carry Over Balance	\$3,805.05
Outstanding Items	
Bank Balance	\$3,805.05

**Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Chapter Operations
Tamiouchos Report
Comparison of Budget to Actual 2016**

As of November 30, 2016

**Approved Budget
\$23,630.00**

A/C#	Category	Approved Budget	Actual YTD	Remaining in Budget
<u>Officers' Expenditures</u>				
5010	Basileus	\$2,200.00	\$2,130.43	\$69.57
5020	Grammateus	\$75.00		\$75.00
5030	Epistoleus	\$73.00	\$38.71	\$34.29
5040	Tamiouchos	\$40.00		\$40.00
5050	Pecunious Grammateus	\$100.00		\$100.00
5060	Graduate Advisor	\$1,317.00	\$957.44	\$359.56
5070	Other Officers' Expenditures	\$50.00		\$50.00
5080	Custodian	\$200.00	\$39.58	\$160.42
<u>Standing Committees' Expenditures</u>				
5200	Standards Committee	\$45.00		\$45.00
5210	Membership Committee	\$350.00	\$246.33	\$103.67
5220	Connection Committee	\$50.00		\$50.00
5230	Archives Committee	\$255.00	\$140.00	\$115.00
5240	Leadership Development Team	\$600.00		\$600.00
5250	Awards Committee	\$255.00	\$191.28	\$63.72
5260	EAF Committee	\$125.00		\$125.00
5270	Publicity	\$870.00	\$774.19	\$95.81
5280	Graduate Advisory Committee	\$200.00		\$200.00
5290	Courtesies	\$800.00	\$358.89	\$441.11
5300	Sisterly Relations Committee	\$250.00	\$15.51	\$234.49
5310	Other Standing Committees' Expenditures	\$50.00		\$50.00
<u>Other Expenditures</u>				
<u>Administrative Expenditures</u>				
5500	Bank service charges	\$75.00	\$207.31	\$ (132.31) (4) See Below
5510	Monthly Meeting (room rental)	\$1,800.00	\$641.05	\$1,158.95
5520	Officers' Bonding	\$300.00		\$300.00
5530	P.O. Box Medium	\$200.00	\$200.00	\$0.00
5540	Storage Facility	\$1,800.00	\$1,691.65	\$108.35
5560	External Audit	\$500.00		\$500.00
5570	Pan Hellenic Council Dues	\$85.00		\$85.00
<u>Corporate Office Expenditures</u>				
5700	Chapter Tax	\$300.00		\$300.00
5710	Per Capita Tax	\$4,140.00	\$1,980.00	\$2,160.00 (1) See Below
5720	EAF Dues	\$490.00	\$230.00	\$260.00 (2) See Below
5730	Reactivation Fees	\$360.00	\$120.00	\$240.00
5740	Constitution & Bylaws/ Manual of Standard Procedure	\$55.00		\$55.00
<u>Conference Expenditures</u>				
5900	North Atlantic Region & Boule Assessments	\$100.00	\$75.00	\$25.00
5910	NARC Delegates	\$649.00	\$555.00	\$94.00
5920	Boule Delegates	\$1,365.00	\$1,365.00	\$0.00
5930	Other Conferences (Roundup and Cluster)	\$620.00	\$175.00	\$445.00
<u>Other Expenditures</u>				
6100	Contingency	\$1,891.00	\$740.82	\$1,150.18
6140	Tau Sigma Contingency	\$770.00	\$189.06	\$580.94

**Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Chapter Operations
Tamiouchos Report
Comparison of Budget to Actual 2016**

As of November 30, 2016

Chapter Activities

6300	Founders' Day	\$100.00	\$17.40	\$82.60
6310	Membership Intake	\$125.00	\$0.00	\$125.00
	Total	\$23,630.00	\$13,079.65	\$10,550.35

YTD Philacter Fines collected \$141.00 (3) See Below

YTD Chapter Members Only Internal Fundraiser

Notes:

- (1) 1/28/16-- Per Capita paid for 16 sorors; 1/30/16-- Per Capita paid for 2 sorors; 1/31/16-- Per Capita paid for 1 soror; 3/1/16-- Per Capita paid for 2 sorors; 5/10/16-- Per Capita paid for 1 soror.
- (2) 1/28/16-- EAF paid for 16 sorors; 1/30/16-- EAF paid for 3 sorors; 1/31/16-- EAF paid for 1 soror; 3/1/16-- EAF paid for 2 sorors; 5/10/16-- EAF paid for 1 soror
- (3) 1/16-- \$24; 2/20--\$16; 3/19--\$18; 4/5--\$8; 5/31--\$18; 7/1--\$28; 10/15--\$12; 11/30--\$17
- (4) NSF of \$12 was erroneously transferred from Paypal to Fundraising Account. The NSF will be transferred from Fundraising to Operating in April 2016. \$33 Bank Service Fee was charged for stop payment on check #1869, payable to US Postal Service. Replacement Check #1898 in the amount of \$200 was issued on 2/20/16. \$129.31 was charged for printing new supply of bank checks. Stop check fee of \$33 for Fundraising Check #1523

**Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Program / Fundraising / Scholarship
Tamiochos Report
Comparison of Budget to Actual 2016**

As of November 30, 2016

**Approved Budget
\$14,450.00**

A/C#	Category	Approved Budget	Actual YTD	Remaining in Budget	
Chapter Programs					
1100	Back to School Health and Safety Fair	\$1,568.00	\$1,500.00	\$68.00	(7) SEE BELOW
1200	Martin L. King Jr. Day of Service Program	\$193.00	\$193.00	\$0.00	(7) and (8) SEE BELOW
1400	Rho Kappa Omega Scholarship	\$7,700.00	\$7,700.00	\$0.00	(6) SEE BELOW
1500	Making Strides Against Breast Cancer	\$500.00	\$500.00	\$0.00	
1600	Go Red for Heart Health	\$308.50	\$308.50	\$0.00	(1) and (8) SEE BELOW
1800	Program Advertising	\$800.00	\$150.00	\$650.00	
1900	Africare	\$100.00	\$100.00	\$0.00	
2100	1908 Playgrounds Mobilization	\$400.00	\$596.90	\$ (196.90)	(4) SEE BELOW
2200	The Longest Day Alzheimer's Support	\$400.00	\$343.49	\$56.51	
2300	Mental Health Awareness Day	\$378.91	\$378.91	\$0.00	(8) SEE BELOW
2400	Childhood Hunger Awareness	\$500.00	\$170.84	\$329.16	
2500	Contingency	\$550.00	\$250.00	\$300.00	(1) SEE BELOW
2700	Fiscal Responsibility Workshop	\$450.00	\$450.00	\$0.00	(5) SEE BELOW
2800	Seasonal Wraps	\$200.00		\$200.00	
2900	Thanksgiving Dinner	\$442.30	\$442.30	\$0.00	(5) SEE BELOW
2910	2016 Sustainability Conference	\$32.69	\$32.69	\$0.00	(3) and (8) SEE BELOW
3000	Bingo Luncheon	\$336.90		\$336.90	
	Total	\$14,860.30	\$13,083.94	\$1,743.67	

**Approved Budget
TBD**

A/C#	Category	Approved Budget	Actual YTD	Remaining in Budget	
Fundraising Events					
4100	Bowling For AKA	\$1,600.00	\$604.34	\$995.66	
4710	Movie Event 2016	\$100.00	\$462.11	\$ (362.11)	(2) SEE BELOW
4720	Skating Party			\$0.00	
4730	Themed Dinner Party		\$400.00	\$ (400.00)	(9) SEE BELOW
	Total	\$1,700.00	\$604.34	\$995.66	

Notes:

- (1) On January 16, 2016, the chapter voted to increase Go Red for Heart Health Program from \$200 to \$350, with \$150 coming from program contingency. On February 20, 2016, the chapter voted to create budget line item for 2016 Sustainability Conference with \$100 coming from contingency (Cross-reference to Footnote 3 below).
- (2) \$370.15 was taken from the proceeds generated from this fundraiser.
- (3) Per Chapter vote on February 20, 2016, \$100 is to be taken from contingency to create a budget for this conference.
- (4) \$200 in donations were received for the 1908 Playgrounds Mobilization Project, which increased the budget to \$600. On August 24, 2016, \$1.50 was reimbursed to this budget line item due to an overpayment.
- (5) Per Chapter vote on June 18, 2016, the balance remaining in the Fiscal Responsibility Workshop (\$242.30) is to be transferred to the Thanksgiving Dinner budget line item.
- (6) \$7,700 was transferred from Fundraising Account to Scholarship Account on 9/7/16. As of 9/30/16, 4 scholarship checks for \$1000 each were issued to the recipients, and a reimbursement for \$439.50 was also issued. This leaves a balance of \$3260.50 for 2016 scholarships.
- (7) Per Chapter vote on September 17, 2016, \$68 was moved from MLK Program to Back to School Health & Safety Program.
- (8) Per Chapter vote on November 19, 2016, Bingo Luncheon Program was approved with a budget of \$336.90 (\$107 from MLK Program, \$41.50 from Go Red for Heart Health, \$121.09 from Mental Health Awareness Day, \$67.31 from 2016 Sustainability Conference).
- (9) This fundraiser was replaced with the Lyle Love Party. The \$400 deposit made payable to Chandelier Restaurant will be credited by Chandelier Restaurant in 2017, and will be used towards the Chapter's 2017 Scholarship Luncheon.

Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Tamiouchos Report
Monthly Financial Statements
Operating Account
For the Period Ending November 30, 2016

CURRENT MONTH ACCOUNT SUMMARY

Account Balance as of November 1, 2016		\$13,476.76
<u>Income</u>		
Income from Chapter Operations	\$1,124.00	
Total Income		\$1,124.00
<u>Expenses</u>		
Expenses for Chapter Operations	\$590.12	
Total Expenses		<u>\$590.12</u>
Account Balance as of November 30, 2016		<u><u>\$14,010.64</u></u>

Y-T-D ACCOUNT SUMMARY

Account Balance as of January 1, 2016		\$18,312.07
<u>Income</u>		
2016 Income from Chapter Operations	\$10,592.76	
Total Income		\$10,592.76
<u>Expenses</u>		
2016 Expenses for Chapter Operations	\$14,894.19	
Total Expenses		<u>\$14,894.19</u>
Account Balance as of November 30, 2016		<u><u>\$14,010.64</u></u>

RECONCILIATION TO BANK STATEMENT

Balance per Bank Statement as of November 30, 2016		\$14,010.64
Plus: Deposits in Transit		\$0.00
Less: Outstanding Items		\$0.00
Less: Pending Bank Reconciliation		<u>\$0.00</u>
Adjusted Bank Account Balance as of November 30, 2016		<u><u>\$14,010.64</u></u>

OUTSTANDING ITEMS

<u>Payee</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Total Outstanding Items as of November 30, 2016			<u><u>\$0.00</u></u>

DEPOSITS IN TRANSIT

Pending Deposit	\$0.00
Pending Deposit (Paypal)	<u>\$0.00</u>
Total Deposits in Transit as of November 30, 2016	<u><u>\$0.00</u></u>

STATEMENT OF ASSETS

<u>Type of Account</u>	<u>Account Number</u>	<u>Balance</u>
PNC Bank - Business Checking (Operations)	xxxxxxx841	\$14,010.64
Total Assets as of November 30, 2016		<u><u>\$14,010.64</u></u>

Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega Chapter
 Tamiochos Report
 Monthly Financial Statements
 Fundraising Account
 For the Period Ending November 30, 2016

CURRENT MONTH ACCOUNT SUMMARY

Account Balance as of November 1, 2016		\$5,623.41
<u>Income</u>		
Income from Self-Sustaining Activities	\$1,413.56	
Total Income		\$1,413.56
<u>Expenses</u>		
Expenses for Self-Sustaining Activities	\$550.00	
Total Expenses		<u>\$550.00</u>
Account Balance as of November 30, 2016		<u>\$6,486.97</u>

Y-T-D ACCOUNT SUMMARY

Account Balance as of January 1, 2016		\$16,901.95
<u>Income</u>		
2016 Income from Self-Sustaining Activities	\$5,820.17	
Total Income		\$5,820.17
<u>Expenses</u>		
2016 Expenses for Self-Sustaining Activities	\$16,235.15	
Total Expenses		<u>\$16,235.15</u>
Account Balance as of November 30, 2016		<u>\$6,486.97</u>

RECONCILIATION TO BANK STATEMENT

Balance per Bank Statement as of November 30, 2016		\$6,986.97
Plus: Deposits in Transit		\$0.00
Less: Outstanding Items		<u>\$500.00</u>
Adjusted Bank Account Balance as of November 30, 2016		<u>\$6,486.97</u>

OUTSTANDING ITEMS

<u>Payee</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
American Cancer Society	1553	11/19/2016	\$500.00
Total Outstanding Items as of November 30, 2016			<u>\$500.00</u>

DEPOSITS IN TRANSIT

Pending Deposit	\$0.00
Pending Deposit (PayPal)	<u>\$0.00</u>
Total Deposits in Transit as of November 30, 2016	<u>\$0.00</u>

STATEMENT OF ASSETS

<u>Type of Account</u>	<u>Account Number</u>	<u>Balance</u>
PNC Bank - Business Checking (Fundraising)	xxxxxxx892	\$6,986.97
Total Assets as of November 30, 2016		<u>\$6,986.97</u>

Alpha Kappa Alpha Sorority, Inc.
 Rho Kappa Omega Chapter
 Tamiouchos Report
 Monthly Financial Statements
 Scholarship Account
 For the Period Ending November 30, 2016

CURRENT MONTH ACCOUNT SUMMARY

Account Balance as of November 1, 2016		\$3,805.05
<u>Income</u>		
Income for Scholarships	\$0.00	
Total Income		\$0.00
<u>Expenses</u>		
Expenses for Scholarships	\$0.00	
Total Expenses		\$0.00
Account Balance as of November 30, 2016		\$3,805.05

Y-T-D ACCOUNT SUMMARY

Account Balance as of January 1, 2016		\$1,544.55
<u>Income</u>		
2016 Income for Scholarships	\$8,700.00	
Total Income		\$8,700.00
<u>Expenses</u>		
2016 Expenses for Scholarships	\$6,439.50	
Total Expenses		\$6,439.50
Account Balance as of November 30, 2016		\$3,805.05

RECONCILIATION TO BANK STATEMENT

Balance per Bank Statement as of November 30, 2016		\$3,805.05
Plus: Deposits in Transit		\$0.00
Less: Outstanding Items		\$0.00
Adjusted Bank Account Balance as of November 30, 2016		\$3,805.05

OUTSTANDING ITEMS

<u>Payee</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Total Outstanding Items as of November 30, 2016			\$0.00

DEPOSITS IN TRANSIT

Total Deposits in Transit as of November 30, 2016	\$0.00
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STATEMENT OF ASSETS

<u>Type of Account</u>	<u>Account Number</u>	<u>Balance</u>
PNC Bank - Business Checking (Scholarship)	xxxxxxx497	\$3,805.05
Total Assets as of November 30, 2016		\$3,805.05

Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter

December 2016 Committee Report

2016 Program Committee Goals:

Increase community awareness of Rho Kappa Omega Programs

Increase Chapter participation to over 50% with all Programs

Increase community participation

Provide incentive for Soror's participation in programs

Increase collaboration with other sororities, fraternities and organizations with our programs

Launching New Dimensions of Service Program Targets

- 1. Educational Enrichment**
- 2. Health Promotion**
- 3. Family Strengthening**
- 4. Environmental Ownership**
- 5. Global Impact**

January 18, 2016- MLK Day of Service/Blood Drive

Rho Kappa Omega collaborated with Community Blood Service to host an MLK Day of Service blood drive for Community Impact Day. There were a total of 41 donors and 23 were successful in donating. Guests completed crossword puzzles to test their knowledge of Dr. Martine Luther King, Jr., while they waited. The show our appreciation for the guest, they were given a certificate of thanks for being of service and donating blood. The Sorors of Rho Kappa Omega also donated warm seasonal wraps as a part of this program. The Sorors volunteered 41 hours, number of guests attended was 29 and number of sorors in attendance was 21. The event was five hours long.

Target 2- Health Promotion and Target 3- Family Strengthening

February 5, 2016-Go Red for Heart Disease

The event was to promote awareness of Heart Disease in Women. The event share nutritional tips and encourage wise food selections. They enjoyed an evening of yoga. The participants received cookbooks, CD's, Go Red Pins and Literature donated by the American Heart Association. The Sorors volunteered 11 hours, number of guests attended was 11 and number of sorors in attendance was 11. The event was three hours long.

Target 2- Health Promotion

March 23, 2016-Financial Fitness

This program was collaborate with the Undergraduate Chapter Tau Sigma The event provided information for home ownership, living will and Hudson County Surrogate Court

presented to all the participants. There was time for questioning and answering. The Sorors volunteered 10 hours, number of guests attended was over 30 and number of sorors in attendance was over 20. The event was two hours long.

Target 3-Family Strengthening

April 9, 2016-Mental Health Awareness

Rho Kappa Omega collaborated with NAMI, Mental Health Association of New Jersey and National Association on Mental Illness to educate and promote awareness regarding stigmas associated with mental illness within our community. The Sorors volunteered 48 hours, number of guests attended was 13 and number of sorors in attendance was 22. The event was three hours long.

Target 2- Health Promotion

April 23, 2016- Sustainable Living Empowerment Conference

The 4th Annual Sustainable Living Empowerment Conference with Newark Science and Sustainability, Inc, was held at St. Peter's University in Jersey City, NJ. Rho Kappa Omega collaborated with Beta Alpha Omega, Rho Gamma Omega and Omicron Xi Omega.

The sorors helped to facilitate the round tables and participated in the discussions. The chapters set up a table to represent our sorority with information about our Target IV initiative. At the tables we distributed healthy snacks and water to the attendees. Additionally we handed out packages of vegetable and flower seeds in order to encourage gardening and sustainability in the urban community.

The very well attended conference was a wonderful way to educate the community in regard to sustainable living and environmental advocacy. The panel consisted of an impressive group of individuals with experience in holistic living, urban gardening, community empowerment and activism. The Sorors volunteered 20 hours, number of guests attended was over 75 and number of sorors in attendance was 10. The event was five hours long.

Target 4-Environmental Ownership

May 21, 2016-1908 Playgrounds Mobilization

The goal of the program was to Restore, Refresh, Renew and Recycle Arlington Park. The sorors and participants repainted the gazebo. Two cherry blossom trees were donated and the chapter also donated bench. The children participated in jumping rope, Frisbees, double Dutch rope jumping, bubbles and playing hoola hoops. The guests received hot dogs and hamburgers provided by Ed's Backyard BBQ. The donations was received from Dunkin Donuts, Home Depot, JC Mason Lodge, Ocean Avenue Baptist, Assemblywoman Angela McKnight, Andy's catering, Community Helpers and

music by Wali & Ricky Clark. The Sorors volunteered 76 hours, number of guests attended was over 100 and number of sorors in attendance was 10. The event was five hours long.
over 100 and number of sorors in attendance was 25. The event was six hours long
Target 4-Environmental Ownership

June 4, 2016-Scholarship Luncheon

The event was to awarded scholarships to Hudson County college-bound students. The total scholarship disbursement was \$7000.00. The recipients will be presented at luncheon. The Sorors volunteered 56 hours, number of guests attended was over 20 and number of sorors in attendance was 20. The event was one hour and 30 minutes long.

Target 1- Educational Enrichment

June 20, 2016-Longest Day

This event was to exercise your mind, body, spirt with Rho Kappa Omega promote the early detection of Alzheimer's disease. The members of Rho Kappa Omega played games with the residents of Salem Lafayette. The residents were provided literature and brochures on Alzheimer's disease.

The Sorors volunteered 10 hours, number of guests attended was over 25and number of sorors in attendance was 7. The event was four hours.

Target 2-Health Promotion

August 16, 2016-Back to School Health and Safety

Rho Kappa Omega collaborated with Highways, Secaucus Mayor's Office and Royal Men Foundation. The goal of the program was to provide students and families in Hudson County with book bags and school supplies so that we can help them be prepared for school. Rho Kappa Omega provided over 452 book bags to Hudson County Community in three cities and they were Bayonne, Secaucus and Jersey City, NJ

The Sorors volunteered 10 hours, number of guests attended was over 250 and number of sorors in attendance was 24. The event was four hours.

Target 1- Educational Enrichment

September 29, 2016-Seasonal Wraps

Rho Kappa Omega provide hats, gloves, socks, slipper socks to children at Hope House Shelter and all the children was able to receive seasonal wraps. The residents of Hope House were appreciative for the items they received.

The Sorors volunteered 7 hours, number of guests attended was over 15 and number of sorors in attendance was 4. The event was forty-five minutes.

Target-3- Family Strengthening

October 16, 2016- Childhood Hunger

Rho Kappa Omega

October 23, 2016-Making Strides Against Breast Cancer

The chapter will walk in the Making Strides Jersey City Breast Cancer Walk. The Chapter raised and donated \$4,531.00 to the American Cancer Society.

The Sorors volunteered 10 hours, number of guests attended was over 13 and number of sorors in attendance was 12. The event was five hours.

Target 2- Health Promotion

November 23, 2016-Thanksgiving Program

Rho Kappa Omega partnered with AngelaCares to help feed the seniors of Hudson County. The program was a great success over 1,100 seniors received a meal for Thanksgiving.

Target 3- Family Strengthening

December 3, 2016- Bingo With the Residents

Rho Kappa Omega played bingo with the residents of Salem Lafayette. The residents were provided with breakfast and Holiday music, while they played their bingo games. Each participant received a gift. There were over 25 residents that came out to participate. The event was for two hours and 7 sorors attend the event.

Target 2- Health Promotion



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



PUBLICITY & TECHNOLOGY COMMITTEE END OF THE YEAR REPORT

TIFFANY M RYAN, IVY LEAF REPORTER / PUBLICITY CHAIR

LYNDSAY CHRISTIAN, CO-CHAIR

Greetings Sorors,

The Publicity Committee began the year with seven year- end goals:

1. *To strengthen media ties and increase overall visibility of chapter, its events, members and activities*
2. *To gain frequent and consistent recognition in the media via submission of news articles, press releases, flyers, media alerts, calendar announcements, etc.*
3. *To expand our social media presence via chapter program & event integration across all platforms.*
4. *To submit an article to every issue of The Ivy Leaf*
5. *To maintain an “up-to-date” website and increase its functionality and interactivity*
6. *To adhere to and operate in accordance with the Chapter By-Laws*
7. *To conduct a Public Relations Workshop*

The committee is proud to report that we have been successful in advancing the agenda of all goals mentioned:

1. Rho Kappa Omega’s Facebook following has increased by over 25% (+295 persons)
2. Rho Kappa Omega’s Instagram following has increased by over 55% (+155 persons)
3. Rho Kappa Omega’s Twitter following has increased by over 60% (+183 persons)
4. The chapter mailing list re-implemented to provide more personalized monthly news and event updates and communications (via newsletters) with our faithful supporters. The list currently has 57 members.
5. The chapter website was restructured for user-friendliness and enhanced to provide more widespread program and event integration, internal and external chapter news and an enhanced Members-only section. The website remains up-to-date.
6. The Publicity Committee publicized all chapter program and events via the chapter website and all social media platforms.
7. The Publicity Committee successfully structured and implemented the “Event Tickets” page to allow on-line purchase for all requested events.
8. An article was submitted to every issue of the Ivy Leaf this year.
9. Rho Kappa Omega’s “AKA1908: Playground Mobilization Day” project at Arlington Park was featured by Verizon FIOS1 - New Jersey.
10. The Publicity Committee updated the Chapter’s Publicity /Social Media Etiquette Guide and conducted a Publicity Workshop in May.
11. The Publicity Committee adhered to the principles of the Publicity Request Form for all publicity related requests.
12. The Publicity Committee adhered to and operating in accordance with the Chapter By-Laws.

In all, we are proud of the work we have completed this year and look forward to further enhancing our performance and operation next year.

The Publicity Committee would like to thank all program and event chairs for working so diligently with us this year. I would personally also like to thank the members of the Publicity Committee who brought news ideas and perspectives to help enhance our chapter operations. Last, but most certainly not least, I would like to give a super special "Thank You" to Soror Lyndsay Christian who helped keep all things afloat during my extended absence this year. I literally couldn't have done it without you.

This concludes the report of the Publicity Committee. Thank you for the opportunity to serve!

Sisterly,

Soror Tiffany Ryan

Ivy Leaf Reporter / Publicity & Technology Committee Chair



*Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter*

*Auditing Committee Report
Internal Audit of Calendar Years 2014 & 2015*

The purpose of the Internal Audit of Calendar Years 2014 and 2015 was to “determine the adequacy, completeness and accuracy of the financial records maintained by the” Rho Kappa Omega 2014 financial officers and bonded officers. (*Alpha Kappa Alpha Sorority, Incorporated, Financial Fitness*). The committee followed the Internal Audit Procedures set forth in *Alpha Kappa Alpha Sorority, Incorporated, Financial Fitness*; *Rho Kappa Omega Chapter Bylaws*; and *Rho Kappa Omega Chapter Internal Controls*.

The procedures for the audit were designed to determine with reasonable, but not absolute, assurance:

Whether the Chapter has received and used funds in accordance with designated purpose of the funds;

Whether the Chapter is maintaining effective accounting control over assets, liabilities, receipts, and expenditures;

Whether the records, books and records of the Chapter adequately record its financial and fiscal activities and provide a basis for review of accountability;

Whether tests of the Chapter’s fiscal operations reveal evidence of reportable conditions, fraud or defalcation or other weaknesses; and

Whether the Chapter has complied with laws, rules and regulations.

There were no findings contrary to the aforementioned.

Sisterly,

Soror Natalie Deneen Russell (chairman), Soror Renada Williams (committee member), and Soror Maya Daniels (committee member)

Submitted: December 2016



December 2016 Report

Mission – The mission of the Alpha Kappa Alpha Educational Advancement Foundation, Inc. is to promote lifelong learning. This is accomplished by securing charitable contributions, gifts and endowed funds to award scholarships, fellowships and grants.

2016 Theme is Fascinated with EAF

**** Sorors if you have sold any Hadley Farms items I will have the items at chapter meeting. Money owed for items will be collected.

Sorors, WE GOT FASCINATED with EAF and REACHED PLATINUM STATUS! We are small in size but **mighty** in accomplishments!!!!

EAF Fundraisers 2016

Wine Basket Raffle (Bowling)	\$232.00
Pledge Sheet (12 Sorors)	\$228.96
Dime Collection	\$ 77.00
Wine & Design	\$159.98
Gift Card Raffle (Denim & Pearls)	\$ 477.00
Gift Card Raffle (Lyle Love)	\$ 205.00
EAF Budget	\$ 125.00
Hadley Cake Sale Profit	\$ 150.00
	Total = 1654.94

THANK YOU TO ALL WHO HELPED MAKE THIS HISTORY MAKING GOAL!!

Sisterly,
Soror Sabrina Riley, EAF Captain



Alpha Kappa Alpha Sorority, Inc
 Rho Kappa Omega Chapter
 Fundraising Committee Report
 December 2016

Fundraising Committee 2016 Goals:

- Raise \$15,000 from fundraisers
- Collaborate with another committee and an outside organization – 9/30, 11/26, 12/2
- Foster Pan Hellenic Relationships through event collaboration - 11/26, 12/2
- Raise \$500 through internal fundraisers – 156.16 as of 3/17/16
- Put the Fun back in Fundraising
- Inspire Sorors to increase ticket sales

2016 Fundraisers						
Event	Date	Soror Assessment	Sales Goal	Expenses	Profit	Description
Movie Event	April 16	2 @ \$15	120 tickets = \$1800 55 Tickets = Actual Sale 825.00	\$100 Actual = \$91.62 (\$8.32)	\$1173.54 Includes 510.00 owed in assessments	Host Movie Premier of Barbershop THE NEXT CUT Aviation 12 Theater in Linden
Bowling Party	September 30	2@ \$25	50 Tickets = \$1250.00 Actual Sold = 62 Total = 1550.00	1600.00 Actual = \$50.00 (\$1550.00)	\$2400.00 Includes \$900.00 owed in assessments	Bowl Rite lanes Union City
Denim & Pearls	November 26	2 @ \$25	150 Tickets = \$3750 Actual – N/A	1000.00 Actual = \$995 (\$5.00)	\$2229.07 Includes \$1350.00 owed in assessments	Collaborative Event with BAQ Taste Venue
Lyle Love Affair	December 2	2 @ \$20	250 Tickets = \$5000 Actual – N/A	\$5500 Actual = \$800 (\$4700)	\$1776.34 Includes \$980.00 owed in assessments	Collaboration with The Alphas Taste Venue
Totals		\$ 170.00	\$11,125.00	\$1,936.62	\$7578.95 +156.16 ----- \$7735.11	

ACTUAL SALES, EXPENSES AND PROFIT IN BOLD

Outstanding Assessments

Soror Assessments owed for Movie Event = \$ 510.00

Soror (18) Assessments owed for bowling party = \$ 900.00

Soror Assessments owed for Denim & Pearls = \$1350.00

Soror Assessments owed for Lyle Love = \$980.00

Internal Fundraisers – Dates to be determined

Shop Till You Drop:
Relaxation Basket Raffle :
Wine Basket Raffle :
50/50 Raffle:
Paid Para Day :

Soror Sabrina Riley (Chairman), on behalf of the Fundraising Committee



Alpha Kappa Alpha Sorority, Inc.

Rho Kappa Omega Chapter

Fundraising Committee End of Year Report – 2016

Committee Members: Sorors Sabrina Riley (Chairman), Shevon Armstrong, Andrea Mason, Tamra Sanchez, Angela Mason, Tonia Slay-Daniels, Tamara Odom & Maya Daniels

2016 Goals;

- Raise \$15,000 from Fundraising Events
- Collaborate with another committee
- Collaborate with an outside organization
- Foster Pan Hellenic relationships through event collaboration
- Raise \$500.00 through Internal Fundraisers
- Secure 2017 Venues in 2016

Results for Goals Set:

- The Fundraising Committee unfortunately did not meet our chapter goal of raising \$15,000. Our profit for 2016 is only **\$7735.11**

- We did Foster Pan Hellenic Relationships with - Alpha Phi Alpha & Beta Alpha Omega with our collaboration on the - Lyle Love & Denim & Pearls Events.
- Internal Fundraisers – We did not meet our goal of raising \$500.00
We raised only \$156.00
- Chandelier Banquet Hall has been secured for 2017 Scholarship Luncheon

The Fundraising Committee worked diligently to try to ensure that all of our goals were achieved. We thank you for the opportunity to serve in this capacity.

In Sisterhood & Service,

Soror Sabrina M. Riley Chairman

On behalf of the Fundraising Committee



Alpha Kappa Alpha Sorority Incorporated
Rho Kappa Omega Chapter

Sisterly Relations End of Year Committee Report 2016

Chairman – Soror Charlotte Rogers-Brown

The month of January was International Sisterly Relations Day

Chapters came together to host a joint sisterly relations gathering on January 15, 2016 at Suzy Ques BBQ Restaurant in West Orange, NJ. Sorors enjoyed food, music and sisterly fellowship. The host chapters were Rho Kappa Omega, Beta Alpha Omega, Omicron Xi Omega, Pi Xi Omega, and Rho Gamma Omega.

The month of February was Pink Hearts Celebrations

Sorors in the chapter were given pink hearts and wrote special notes of appreciation to their special soror during chapter meeting.

The month of March was Diamond, Golden and Silver Sorors Showers of Love

The Sisterly Relations committee honored our Silver Sorors by showing our appreciation for their years of service to our illustrious sisterhood with a special gift and certificate.

Silver Sorors of Rho Kappa Omega are as followed:

Soror Cimeron Bryant

Soror Delores L. A Curtis

Soror Doris C. Taylor

Soror Gwendolyn Anthony-Garnett

Soror Janet Daugett -Chavis

Soror Sallie E. Brown

Soror Tonia Slay-Daniels

Soror Trudy Miles

The month of April was Intergenerational Bonding between Undergraduate and Graduate Sorors

The sisterly relations committee invited our Tau Sigma sorors to the chapter movie day event on April 16, 2016 after chapter meeting. Chapter sorors donated tickets to cover the cost for any Tau Sigma soror who attend.

The month of May was Celebrating Legacies

The Sisterly Relations committee celebrated the legacies and honored their contributions to our sisterhood with a special token of love and recognition.

PKQ Legacies we honor you:

Soror Trudy Miles – Soror Altamease Drummond

Soror Janet Chavis - Soror Jahari Jacobs

Soror Tonia Slay-Daniels – Soror Maya Daniels

Soror Sabrina Riley - Soror Renada Williams

Soror Angela Mason – Soror Andrea Mason

The month of September/ October Sisterly Outing

The sisterly relations committee joined with the membership and EAF committees to host a sisterly relations reclamation event, Sip and Design. Sorors, both active and inactive attended the event and enjoyed painting, food, fun and fellowship.

The month of December is Leadership Recognition

The sisterly relations committee will recognize the outgoing and incoming members of the executive committee for their hard work this past year and for the work that they will do in the future.

On behalf of the sisterly relations committee we would like to thank everyone who supported and worked on the committee throughout the year. We enjoyed working with you and truly appreciated it.

Sisterly submitted,

Soror Charlotte Rogers-Brown

Chairman, Sisterly Relations Committee on behalf of the Sisterly Relations Committee



Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Standards Committee Report
December 2016

Members are Sorors Tamra Sanchez (Chairman), Sabrina Riley, Andrea Mason, & Andrea Wright

2016 Goals:

- *Ensure that the chapter's standing rules are followed*
- *Increase Soror participation in completing evaluations*
- *Utilize feedback and areas of deficits from 2015 Chapter Self-Assessment to provide recommendations for successful program operations*
- *Increase Soror participation in order to achieve a high standard in completing Chapter Self-Assessments*
- *Conduct Mid-Year Chapter Assessment*
- *Work collaboratively with the Membership Committee*

Program: Seasonal Wraps

Date of Event: 9/29/16

Evaluations from guests: 0

Soror Evaluations: 0

Evaluation Summary

The chapter provided women and children residing in a shelter with hats, scarves, socks and gloves. No evaluations were distributed amongst the guests. Sorors did not complete an evaluation.

Committee Recommendations

The committee should ensure that spending does not exceed the budget. A total of four sorors attended this event. It is recommended that planning and engaging the chapter take place months in advance to allow everyone the opportunity to participate. The chapter should also provide enough scarves/wraps to ensure all participants/guests received an item.

Program: Childhood Hunger Awareness

Date of Event: 10/16/16

Evaluations from guests: 0

Soror Evaluations: 1

Evaluation Summary:

There was a limited amount of feedback provided. The program was successful in making donations to a local church, however, there was very minimal participation due to lack of information and limited time in planning.

Committee Recommendations:

The Chairman should be selected for the program at the beginning of the year or far in advance to allow ample opportunity to plan and solicit a greater amount of preparation and participation.

Program: Making Strides Against Breast Cancer Walk

Date of Event: 10/23/16

Evaluations from guests: 0

Soror Evaluations: 3

Evaluation Summary:

Sorors appreciated the opportunity to walk for a cause, however, were disappointed in the lack of direction throughout the course. The walk was much longer than it had been in the previous years and there was minimal direction. The chapter donated nearly \$5,000—the most we have been able to donate in the history of participating in the walk.

Committee Recommendations:

Standards Committee's Recommendation(s) for improvement: The Sorority had no control over the layout or direction of the course. Sorors are encouraged to collect donations and participate in the walk.

End-of-the-Year Chapter Assessment

The chapter successfully completed the End-of-the-Year Chapter Assessment. 26 out of 42 Sorors completed the Assessment.

Respectfully Submitted,

Tamra Sanchez

Soror Tamra Sanchez



Alpha Kappa Alpha Sorority, Inc.
Rho Kappa Omega Chapter
Standards Committee Report
December 2016

Members are Sorors Tamra Sanchez (Chairman), Sabrina Riley, Andrea Mason, Andrea Wright

2016 Goals:

- *Ensure that the chapter's standing rules are followed*
- *Increase Soror participation in completing evaluations*
- *Utilize feedback and areas of deficits from 2015 Chapter Self-Assessment to provide recommendations for successful program operations*
- *Increase Soror participation in order to achieve a high standard in completing Chapter Self-Assessments*
- *Conduct Mid-Year Chapter Assessment*
- *Work collaboratively with the Membership Committee*

End of the Year Summary

The Standards Committee continued to provide electronic evaluations in an attempt to make evaluations more accessible and easy to complete while mobile. Although, simple to navigate, the chapter did not achieve a high percentage rate in soror participation in providing feedback electronically.

The committee was unable to complete the Mid-Year Chapter assessment due to lack of time and scheduling. This is not a requirement, rather a useful tool in providing soror feedback regarding chapter operations, compliance with responsibilities and fulfilling officer and chairman duties.

The chapter achieved 60%+ in engaging sorors to complete the End of the Year Chapter Self-Assessment!

Committee Recommendations:

Sorors should be provided with the option to complete program evaluations electronically or via hard copy. When possible, evaluations should be made available during programs in order to encourage greater participation and compliance.

Mid-Year evaluations should be completed, annually during the May chapter meeting in order to document soror feedback and provide an opportunity to improve operations prior to the year's end.

Chairman are encouraged to complete Program After-Action Reports in a timely manner. After-Action Reports are due to the Standards Committee Chairman within 10 days of completing the program.

Respectfully Submitted,

Soror Tamra Sanchez
Standards Chairman