



**Alpha Kappa Alpha Sorority, Incorporated®  
Rho Kappa Omega Chapter  
General Body Meeting Agenda  
September 11, 2021 at 11:00 am  
Zoom Meeting  
Basileus Corinne E. Rivers, Presiding**

**Agenda Item**

Call to Order  
Meditation  
Videoconference Instructions  
Adoption of Agenda  
Approval of Minutes

**Responsible Soror**

Soror Corinne E. Rivers, Basileus  
Soror Tonia Slay, Chaplain  
Soror Maya Daniels, Ivy Leaf Reporter  
Soror Corinne E. Rivers, Basileus  
Soror Natalie Russell, Grammateus

**Officers Reports**

Basileus  
Epistoleus  
Pecunious Grammateus  
Tamiouchos  
Hodegos

Soror Corinne E. Rivers  
Soror Nokeima Jones  
Soror Tynesha Banks  
Soror Dawn Spencer  
Soror Karla Fuller

**Committee Reports**

**Standing Committees**

Program  
Fundraising  
Nominating

Soror Shevon Armstrong, Anti-Basileus  
Soror Sabrina Riley, Chairman  
Soror Marquita Smith, Chairman

**Unfinished Business**

69<sup>th</sup> Boule Part II Joint Delegate Report  
Chapter Operation Workshop  
Chapter Storage Unit

Soror Corinne E. Rivers  
Soror Corinne E. Rivers  
Soror Dawn Spencer

**New Business**

NPHC of Hudson County

Soror Corinne E. Rivers

Announcements  
Adjournment

General Membership  
Soror Corinne E. Rivers

**The Joint Chapter Meeting with Tau Sigma Chapter will immediately follow adjournment!!!!**



**EXECUTIVE BOARD RECOMMENDATIONS**  
**September 2021**

Committee Reports

Fundraising

- ✳ To amend the previously adopted Fundraising Budget by postponing the October Fundraiser to 2022.

Unfinished Business

Chapter Operation Workshop

- ✳ To amend the motion previously adopted on May 15, 2021 that “the Rho Kappa Omega Chapter conduct a Chapter Operation Workshop by Soror Shelley Worrell by September 30, 2021” by striking out “Soror Shelley Worrell by September 30, 2021,” and replacing with, “Leadership Development Team by the end of 2022.”

New Business

NPHC of Hudson County

- ✳ That Rho Kappa Omega Chapter join the NPHC of Hudson County with representatives to be appointed by the Basileus and with the fee for 2022 coming from Contingency.



## General Body

### Minutes

June 19, 2021

Meeting No. 6

The meeting was held on Saturday, June 19, 2021 via Videoconferencing as approved by the Regional Director and Supreme Basileus through Zoom by way of Computer Access through AccessLink:

<https://us02web.zoom.us/j/6183800007?pwd=OHVXbnRxZVpVWmt6Q1JqRlpCcGF6QT09> to Meeting ID: 618 380 0007 via Password: 1908 and/or Phone Access through Dial-In Access: 13126266799 (Chicago) and 3017158592 (Washington, D.C.) to Meeting ID: 618 380 0007 via Password: 1908. Sorors in attendance were: Corinne E. Rivers (Presiding, Basileus), Natalie D. Russell (Grammateus), Tonia Slay, Maya Daniels, Karla Fuller, Jasmine Butler, Alyssa Buchanan, Brianna Armour, Dawn Spencer, Tammi Branch, Sabrina Riley, Gwendolyn Anthony-Garnett, Shevon Armstrong, Ashley Rogers, April-Michelle Valmont, Charlotte Rogers, Qiana Ray, Janice Watson, Cimeron Bryant, Danielle Crim, Sallie Brown, Gloria Felder, Marquita Smith, Doris Taylor, Yashmine Cooper, Kelle Coleman, Tamica Clanton, Najira Burrows, Erika Coleman, Suzanne Hill, Denise Ridley, Sandye Huggins, Darcell Medley-Stokes, Keita Young, Kathrine Burno, Kristina Daley, Marsha Mims-Word (AEBLI).

The meeting was called to order at 11:00 am. Meditation provided by Soror Tonia Slay. A quorum was established.

#### **Videoconference Instructions/Reminders** (Soror Maya Daniels)

Applicable instructions and reminders regarding the protocols for the Videoconference Chapter Meeting were reviewed.

#### **Adoption of Agenda** (Soror Corinne E. Rivers, Basileus)

The Agenda was adopted by unanimous consent.

#### **Approval of Minutes** (Soror Corinne E. Rivers, Basileus)

The General Body Meeting Minutes for May 15, 2021, with corrections, were approved.

#### **Officer Reports**

**Basileus Report** (Soror Corinne E. Rivers, Basileus) June Newsletter received and on file. Highlights and updates include the following:

- ☞ We are now authorized to start limited in-person sisterly relations and social activities.
- ☞ Recognition of Sorors not on Executive Board by each committee leader. Thank you for all that you do Sorors.



## General Body

Epistoleus Report (Soror Nokeima Jones) Written report received and on file. No updates.

Pecunious Grammateus Report (Soror Tynesha Banks) Written report received and on file. No updates.

Tamiouchos Report (Soror Dawn Spencer) Written report received and on file. No updates.

Hodegos (Soror Karla Fuller) Written report received and on file. Highlights and updates include the following:

- ☞ There was one Anna Easter Brown Leadership Institute Scholar, Soror Marsha Mimms-Word and one visitor, Soror Kristine Daley, in attendance at today's meeting.

### Committee Reports

Program Committee (Soror Shevon Armstrong) Written report received and on file.

**Soror Janice Watson moved that we “provide information to the community about Covid-19 vaccine.” Motion accepted by unanimous consent.**

Budget and Finance Committee (Soror Dawn Spencer) Written report received and on file. Highlights and updates include the following:

**Recommendation from the committee to “move \$625 from 5910 NARC Delegates to 5960 Boule Delegates so that Boule/Leadership Seminar delegate expenses can be supported.” Motion adopted by unanimous consent.**

**Recommendation from the committee “to amend the motion previously adopted on April 17, 2021, that Rho Kappa Omega make a donation of \$250 to the AKA EAF Rayverne Baskin Wilson Endowment Fund with funds coming from contingency and to delete contingency and replace with fundraising account.”**

**Soror Jazmin Gooding moved that “we accept the recommendation as accepted.” Motion adopted by unanimous consent.**

Graduate Advisory Committee (Soror Sallie Brown) Written report received and on file. No updates.

Auditing (Soror Nokeima Jones) Written report received and on file. No updates.



## General Body

Membership, Sisterly Relations, Courtesy Committees (Soror Karla Fuller) Written report received and on file. Highlights and updates:

- ☞ The joint committees plan to have an outdoor Sisterly Relations Activity during summer break.

Standards Committee (Soror Alyssa Buchanan)  
HBC event conducted.

### Ad Hoc Committee

Foundations (Soror Sobande Afolabi) Written report received and on file. No updates.

### Special Orders

Alpha Kappa Alpha Sorority, Inc. Proposed Amendments to the Bylaws

Soror Tonia Slay moved that we support proposed amendment number 1. No debate.

Soror Sabrina Riley moved that we support proposed amendment number 2. Debate ensued.

Soror Maya Daniels moved that we support proposed amendment number 3. No debate.

Soror Sabrina Riley moved that we support proposed amendment number 4. No debate.

Soror Janice Watson moved that we support proposed amendment number 5. No debate.

Soror Sallie Brown moved that we support proposed amendment number 6. No debate.

Soror Tonia Slay moved that we support proposed amendment number 7. No debate.

Soror Janice Watson moved that we support proposed amendment number 8. No debate.

#### Tellers' Committee Report

Proposed Amendment No. 1

Number of votes cast 24

Necessary for adoption (2/3) 16

Votes for motion 24

Votes against 0



### General Body

Illegal ballots/votes                      **n/a**

Proposed Amendment No. 2

Number of votes cast                      24

Necessary for adoption (2/3)            16

Votes for motion                            24

Votes against                                0

Illegal ballots/votes                      n/a

Proposed Amendment No. 3

Number of votes cast                      24

Necessary for adoption (majority)      16

Votes for motion                            24

Votes against                                0

Illegal ballots/votes                      n/a

Proposed Amendment No. 4

Number of votes cast                      23

Necessary for adoption (majority)

Votes for motion                            23

Votes against                                0

Illegal ballots/votes                      n/a

Proposed Amendment No. 5

Number of votes cast                      22

Necessary for adoption (majority)

Votes for motion                            21

Votes against                                1

Illegal ballots/votes                      n/a

Proposed Amendment No. 6

Number of votes cast                      23

Necessary for adoption (majority)

Votes for motion                            23

Votes against                                0

Illegal ballots/votes                      n/a

Proposed Amendment No. 7

Number of votes cast                      22



### General Body

Necessary for adoption (majority)	
Votes for motion	8
Votes against	14
Illegal ballots/votes	n/a

Proposed Amendment No. 8	
Number of votes cast	24
Necessary for adoption (majority)	
Votes for motion	24
Votes against	0
Illegal ballots/votes	n/a

**Passed 1-6 and 8; 7 failed.**

#### Old Business

**Recommendation from Executive Board to “have a Chapter Operations Workshop directly after September Chapter Meeting.” Moton adopted by unanimous consent.**

#### New Business

**Soror Tonia Slay moved that “we change September Chapter Meeting from September 18 to September 11.” Motion adopted by unanimous consent.**

#### Announcements

Soror Natalie D. Russell is a new auntie.

The meeting was adjourned at 11:55 am.

The next Chapter Meeting will take place on Saturday, September 11, 2021.

Respectfully Submitted,

Soror Natalie D. Russell

Presiding,

Soror Corinne E. Rivers

# Message from the Basileus

*"Here's to getting back into the groove..."*  
- Pinterest



Welcome back Sorors!!!! Just like a delta to attempt a coup... a delta variant that is. As we reconvene for the fall, we do so with a renewed sense of caution in an effort to protect ourselves, our Sorors and the Hudson County Community.

As we continue to fight the global pandemic, in-person leniencies continue to increase; however, we are not there yet. At this time participation in any in-person meeting, event and/or service project is limited to 50 Sorors who are fully vaccinated. Proof of vaccination is required and Chapters must develop and implement protocols to verify vaccination status for any in-person event.

Sorors if you are looking to participate in any in-person program, meeting or event you must email proof of vaccination to the Philacter, Soror Ashley Rogers, to our Risk Management Committee Chairman, Soror December Moore and to me. Let's ensure that PKQ is fully compliant with the Sorority's protocols and mandates. And when we are in-person, PKQ will continue to follow CDC guidelines, including masking and social distancing, to ensure that we all stay safe!

As we commence the last months of 2021, let us remain steadfast in our commitment to Rho Kappa Omega. Although we are not where I hoped that we would be by September we are not where we were! As Alpha Kappa Alpha women do, we will continue to adjust with "Excellence."

Sisterly,

*Soror Corinne*

September 2021



2021-2022

# Vision Statement

Alpha Kappa Alpha Sorority, Incorporated, Rho Kappa Omega Chapter will work diligently to promote unity and friendship amongst its membership as we continue to Exemplify Excellence through Sustainable Service. To be about the business of building strong bonds of sisterhood through service, intentional efforts will be made to build and nurture relationships as we work together to implement and support the Sorority's International, Regional, Cluster and Chapter programs and events. Sisterhood is the heart of Alpha Kappa Alpha Sorority, Incorporated and Rho Kappa Omega will strengthen her heartbeat with everything that we do.

# 2021 Chapter Officers

<i>Basileus</i>	<b>Corinne E. Rivers</b>
<i>Anti-Basileus</i>	<b>Shevon Armstrong</b>
<i>Grammateus</i>	<b>Natalie D. Russell</b>
<i>Anti-Grammateus</i>	<b>Erika Coleman</b>
<i>Epistoleus</i>	<b>Nokeima Jones</b>
<i>Tamiochous</i>	<b>Dawn Spencer</b>
<i>Pecunious Grammateus</i>	<b>Tynesha Banks</b>
<i>Hodegos</i>	<b>Karla Fuller</b>
<i>Philacter</i>	<b>Ashley Rogers</b>
<i>Parliamentarian</i>	<b>April-Michelle Valmont</b>
<i>Ivy Leaf Reporter</i>	<b>Maya Daniels</b>
<i>Graduate Advisor</i>	<b>Sallie E. Brown</b>
<i>Historian</i>	<b>Jasmine Butler</b>
<i>Custodian</i>	<b>Kennisha Kelly</b>
<i>Chaplain</i>	<b>Tonia Slay</b>

# 2021 Committee Chairman

<i>Archives</i>	<b>Jasmine Butler</b>
<i>Auditing</i>	<b>Nokeima Jones</b>
<i>Awards</i>	<b>Tamica Clanton - Tarol Jackson (Vice-Chair)</b>
<i>Budget and Finance</i>	<b>Dawn Spencer</b>
<i>Bylaws</i>	<b>April-Michelle Valmont</b>
<i>Connection</i>	<b>Denise Ridley - Nicole Whitson (Vice-Chair)</b>
<i>Courtesy and Protocol</i>	<b>Karla Fuller</b>
<i>EAF</i>	<b>Brianna Armour</b>
<i>Fundraising</i>	<b>Sabrina M. Riley</b>
<i>Graduate Advisory</i>	<b>Sallie Brown</b>
<i>Leadership Development</i>	<b>Kelle Coleman</b>
<i>Membership</i>	<b>Charlotte Rogers-Brown - Qiana Ray (Vice-Chair)</b>
<i>Nominating</i>	<b>Marquita Smith</b>
<i>Program</i>	<b>Shevon Armstrong</b>
<i>Publicity and Technology</i>	<b>Maya Daniels</b>
<i>Risk Management</i>	<b>December Moore</b>
<i>Rituals</i>	<b>Kristin Hopkins</b>
<i>Sisterly Relations</i>	<b>Jazmin Gooding - Danielle Crim (Vice-Chair)</b>
<i>Standards</i>	<b>Alyssa Buchanan</b>
<i>Strategic Planning</i>	<b>Tammi Branch</b>
<i>Foundation</i>	<b>Sobande F. Afolabi - Vanessa Jean-Louis (Vice-Chair)</b>
<i>Scholarship</i>	<b>Marquita Smith</b>

# *Basileus Itinerary*

September 5 – Executive Board Meeting

(Mt. Calvary Baptist Church)

September 7-11 – NAP 43rd Biennial Convention

September 11 – Chapter Meeting (Virtual)

September 15 – Cluster IV Basilei Council Meeting



*Basileus*

*Contact Information*

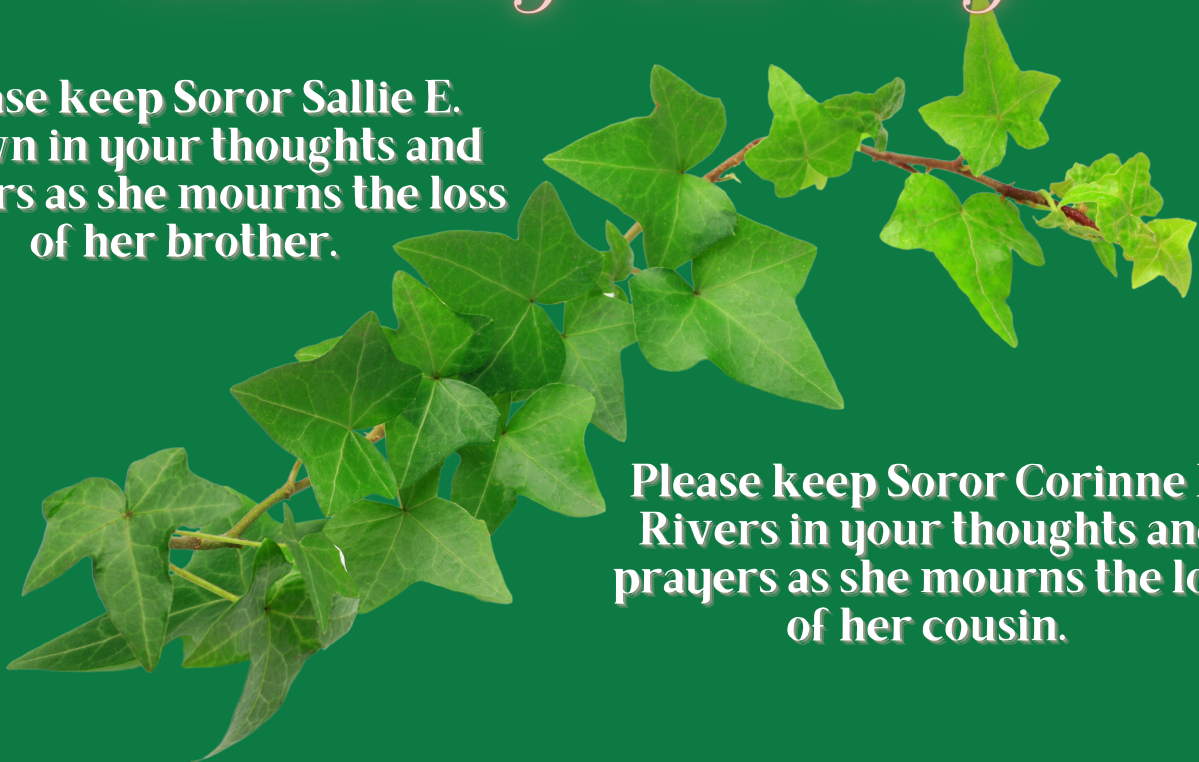
**pkqpresident11@gmail.com**  
**(973) 801-8359**

## *Dates to Remember*

October Chapter Meeting  
**October 16th (TBD)**

## *Nuturing Our Ivy*

**Please keep Soror Sallie E. Brown in your thoughts and prayers as she mourns the loss of her brother.**



**Please keep Soror Corinne E. Rivers in your thoughts and prayers as she mourns the loss of her cousin.**

# Happy Birthday

*Soror Jahari Jacobs - July 14th*

*Soror Danielle Inman - July 30th*

*Soror Cashonda Pamplin-Grant - August 1st*

*Soror Ashley Rogers - August 11th*

*Soror Celestine Mabeya - August 17th*

*Soror Alyssa Buchanan - August 18th*

*Soror Jasmine Butler - August 21st*

*Soror Karla Fuller - August 22nd*

*Soror Barbara Etheredge - August 23rd*

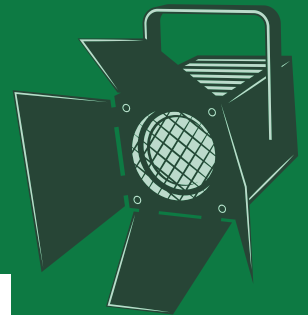
*Soror Trudy Miles - August 26th*

*Soror Kennisha Kelly - September 18th*

*Soror Leah Peoples - September 18th*

*Soror Najira Burrows - September 28th*

## Sorors in the Spotlight



**Soror Jahari Jacobs was promoted to Assistant Principal at Benjamin Franklin Middle School in Teaneck!**

**Soror Jazmin Gooding received her second Master's Degree in Educational Leadership from Montclair State University and was promoted to Assistant Principal at Crethaven Academy in Plainfield!**

**Soror Shanita Rapatalo's literary research is now published in Literacy Research and Instruction under the title: Using a Lab Model to Prepare and Empower Alternative School District Educators for Culturally Responsive-Sustaining Literacy Instruction!**

**Soror Sobande Afolabi became a Registered Parliamentarian on July 18th!**

**Soror Tammi Branch's daughter Chelsea will be starting her High School Career at Choate Boarding School in Wallingford, Connecticut and she asks for prayers and celebration as she drops her off this weekend!**

**Soror Maya Daniels was promoted to Manager at KPMG!**

**Soror Virginia Wolfe completed her doctoral studies in Education and graduated with honors!**

# *Parliamentary Procedure*

## *Motion to Rescind or to Amend Something Previously Adopted*

If it is desired to cancel or countermand an entire main motion, resolution, order, or rule that has been adopted and that has continuing force and effect, such action can be proposed by means of the motion to Rescind (or Repeal, or Annul); and by another form of the same parliamentary motion – that is, the motion to Amend Something Previously Adopted – it can be proposed to modify the wording or text previously adopted, or to substitute a different version. [RONR (12th Edition) 6:26]

The motion to Rescind or to Amend Something Previously Adopted is an incidental main motion because (a) it brings business before the assembly by its introduction, and (b) when it is voted on, business thereby ceases to be pending. [RONR (12th Edition) 6:27]

By means of the motions to Rescind and to Amend Something Previously Adopted – which are two forms of one incidental main motion governed by incidental rules – the assembly can change an action previously taken or ordered.

Rescind – also known as Repeal or Annul – is the motion by which a previous action or order can be canceled or countermanded. The effect of Rescind is to strike out an entire main motion, resolution, order, or rule that has been adopted at some previous time.

Amend Something Previously Adopted – is the motion that can be used if it is desired to change only a part of the text, or to substitute a different version. [RONR (12th Edition) 35:1]



## Correspondence Report

July -Sept 2021

### Corporate Office Mailing

- Received \$25 check from Corporate Office for Soror Natalie Russel.
- Received \$50 check from Corporate Office for Sorors Reneda Williams and Suzanne Hill

### Thank you Letter



Dear Shevon,

“Some people just know how to make big things happen. **You are absolutely one of those people.**”

I don't want to let another day go by without acknowledging all the hard work time and energy you invested in our work together. Our efforts made a real difference in people in that room—and a lasting difference to people all around the world.

Together with the help of generous compassionate folks like you last year we were able to distribute nearly 6.5 million pairs of shoes and articles of clothing to people all around the globe. And now kids are in school and adults are at work. Families are rebuilding after natural disasters. Entrepreneurs in developing countries are launching meaningful businesses. Communities are protected from injury and disease. It's amazing to think it all start with shoes isn't it? Exactly it all starts with you. And I'm so grateful. **Contribution Date 6/5/21, Gently Worn Pair: 658**

With deepest thanks,

Buddy Tester, CEO Soles4Souls.



Alpha Kappa Alpha Educational Advancement Foundation, Inc.  
Promoting Lifelong Learning

August 20, 2021  
Rho Kappa Omega  
P.O. Box 15537  
Savoy City, MO 67205

Dear Rho Kappa Omega:

Please accept this letter as confirmation of your generous contribution of \$1,500.00. The Alpha Kappa Alpha Educational Advancement Foundation, Inc. Board of Directors, Regional Coordinators and staff extend a most gracious and heartfelt thank you for your assistance in promoting our mission of lifelong learning.

Your contribution will allow individuals to be trained by formal instruction and supervised practice in a skill, trade or profession as well as aid in their development mentally and morally through education. *Education* is an integral component in providing unlimited possibilities and opportunities for individuals to explore their full potential.

No goods or services were provided in exchange for this gift. This letter will serve as the official receipt for your gift. Please retain it for tax purposes.

We offer you a parting commendation on behalf of the Alpha Kappa Alpha Educational Advancement Foundation, Inc. for your generous support, now and in the future.

Sincerely,  
Dina V. Jones  
EAF Executive Director

Date of Gift:	2/3/2021
Type of Gift:	Cash
Amount:	\$1,500.00
Check No.:	2294
Fund:	Chapter Donations

Exemplifying Excellence Through EAF

5424 SOUTH STATE PLAZA, SUITE 100, CHICAGO, IL 60637  
PHONE: 773.442.8254 FAX: 773.442.8257 TOLL FREE: 800.421.4239 EMAIL: ADMIN@AKAEAF.ORG WEB: WWW.AKAEAF.ORG

Dear Rho Kappa Omega,

Please accept this letter as confirmation of your generous contribution of \$1500. The Alpha Kappa Alpha Educational Advancement Foundation, Inc. Board of Directors, Regional Coordinators and staff extend a most generous and heartfelt thank you for your assistance in promoting our mission of lifelong learning.

Your contribution will allow individuals to be trained by formal instruction and supervised practice in a skill, trade or profession as well as aid in their development mentally and morally through education. Education is an integral component in providing unlimited possibilities and opportunities for individuals to explore their full potential.

No goods or services were provided in exchange for this gift. This letter will serve as the official receipt of your gift. Please retain it for your tax purposes. We offer you a parting commendation on behalf of the Alpha Kappa Alpha Educational Advancement Foundation, Inc. for your generous support now and in the future.

Sincerely,

EAF Director

Date of Gift: 2/3/2021, Type of Gift: Cash, Amount\$1,500, Check# 2294, Fund: Chapter Donations.









Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter

August 2021 Fundraising Account

Tamiouchos Report - Account Detail

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 8.1.21</b>						<b>\$34,424.34</b>
8/14/2021	8/23/2021	Check 1654	Bethesda Baptist Church Voucher # 20248	1700 Community Impact Days: 1708 AKA International Day of Prayer	Withdrawal	\$150.00
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS) TOTAL</b>						<b>\$150.00</b>
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED) TOTAL</b>						<b>\$0.00</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 8.31.21</b>						<b>\$34,274.34</b>
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 8.31.21 TOTAL</b>						
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 8.31.21</b>						<b>\$34,274.34</b>

\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month for brevity.

## Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter

Fundraising (3892), Period Ending 08/31/2021

### RECONCILIATION REPORT

Reconciled on: 09/04/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	34,424.34
Checks and payments cleared (1).....	-150.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>34,274.34</u>
Register balance as of 08/31/2021.....	34,274.34

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**August 2021 Operating Account**

**Tamiouchos Report - Account Detail**

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 8.1.2021</b>						<b>\$11,183.13</b>
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS) TOTAL</b>						<b>\$0.00</b>
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED) TOTAL</b>						<b>\$0.00</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 8.31.21</b>						<b>\$11,183.13</b>
12/11/2020	Pending	Check 2270	Soror Lucretia Glover	Restricted Cash	Check Withdrawal	\$17.50
4/28/2021	Pending	Check 2319	Soror Jazmin Gooding Reimbursement for 2 Amazon Gift Cards for Spring Retreat Sisterly Relations Voucher #20210	5300 Sisterly Relations Committee	Check Withdrawal	\$30.00
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 8.31.21 TOTAL</b>						<b>\$47.50</b>
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 8.31.21</b>						<b>\$11,135.63</b>

**\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month**

**Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter**  
Operations (3841), Period Ending 08/31/2021

**RECONCILIATION REPORT**

Reconciled on: 09/04/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

**Summary**

	USD
Statement beginning balance.....	11,183.13
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>11,183.13</u>
Uncleared transactions as of 08/31/2021.....	-47.50
Register balance as of 08/31/2021.....	11,135.63

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**July 2021 Fundraising Account**

**Tamiouchos Report - Account Detail**

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 7.1.21</b>						<b>\$34,674.34</b>
6/19/2021		CHECK 1002 083439730	Donation in name of Soror Rayverne Baskin Wilson Voucher #20226	Educational Advancement Foundation	Withdrawal	\$250.00
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS) TOTAL</b>						<b>\$250.00</b>
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED) TOTAL</b>						<b>\$0.00</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 7.31.21</b>						<b>\$34,424.34</b>
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 7.31.21 TOTAL</b>						
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 7.31.21</b>						<b>\$34,424.34</b>

\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month for brevity.

**Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter**  
Fundraising (3892), Period Ending 07/31/2021

**RECONCILIATION REPORT**

Reconciled on: 09/04/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

<b>Summary</b>	USD
Statement beginning balance.....	34,674.34
Checks and payments cleared (1).....	-250.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>34,424.34</u>
Register balance as of 07/31/2021.....	34,424.34

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**July 2021 Operating Account**

**Tamiouchos Report - Account Detail**

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 7.1.2021</b>						<b>\$12,954.99</b>
6/19/2021	7/13/2021	Check 2328	Soror Yashmine Cooper 2021 NARC Delegate Reimbursement Voucher #20219	5910 NARC Delegates	Check Withdrawal	\$75.00
7/14/2021	7/16/2021	Check 2336	Soror Corinne E Rivers 2021 Leadership & Boule Reimbursement and Delegate Appreciation Gifts Voucher #10600	5010 Basileus 5060 Graduate Advisor 5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$324.28
7/14/2021	7/19/2021	Check 2333	Soror April Michelle Valmont 2021 Leadership & Boule Reimbursement and Delegate Appreciation Gifts Voucher #20230	5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$175.00
7/16/2021	7/19/2021	Check 2340	Soror Sallie Brown 2021 Leadership & Boule Reimbursement and Tau Sigma MIP Reimbursement Voucher # 20234	5060 Graduate Advisor 5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$330.23
7/14/2021	7/19/2021	Check 2333	Soror Natalie Russell 2021 Leadership & Boule Reimbursement and Delegate Appreciation Gifts Voucher #20232	5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$175.00
7/14/2021	7/20/2021	Check 2332	Soror Ashley Rogers 2021 Leadership & Boule Reimbursement and Delegate Appreciation Gifts Voucher #20229	5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$175.00
7/14/2021	7/21/2021	Check 2338	Soror Dawn S. Spencer July & August Storage Facility and 2021 Leadership & Boule Reimbursement Voucher # 20233	5940 Leadership Seminar 5960 Boule Delegates 5540 Storage Facility	Check Withdrawal	\$523.00
7/14/2021	7/23/2021	Check 2334	Soror December Field Moore 2021 Leadership & Boule Reimbursement Voucher # 20231	5940 Leadership Seminar 5960 Boule Delegates	Check Withdrawal	\$175.00
7/16/2021	7/16/2021	Quickbooks	System-recorded fee for QuickBooks Payments (3% of all checks deposited)	6101 QuickBooks Payments Fees	Withdrawal	\$5.65
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS)</b>					<b>TOTAL</b>	<b>\$1,958.16</b>
7/16/2021	7/16/2021	ACH 524771996773773 INTUIT 85243995 DEPOSIT	Sharday Johnson Assessment	-	ACH	\$186.30
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED)</b>					<b>TOTAL</b>	<b>\$186.30</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 7.31.21</b>						<b>\$11,183.13</b>
12/11/2020	Pending	Check 2270	Soror Lucretia Glover	Restricted Cash	Check Withdrawal	\$17.50
4/28/2021	Pending	Check 2319	Soror Jazmin Gooding Reimbursement for 2 Amazon Gift Cards for Spring Retreat Sisterly Relations Voucher #20210	5300 Sisterly Relations Committee	Check Withdrawal	\$30.00
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 7.31.21</b>					<b>TOTAL</b>	<b>\$47.50</b>
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 7.31.21</b>						<b>\$11,135.63</b>

**\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month**

**Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter**  
Operations (3841), Period Ending 07/31/2021

**RECONCILIATION REPORT**

Reconciled on: 09/04/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

<b>Summary</b>	USD
Statement beginning balance.....	12,954.99
Checks and payments cleared (9).....	-1,958.16
Deposits and other credits cleared (1).....	186.30
Statement ending balance.....	<u>11,183.13</u>
Uncleared transactions as of 07/31/2021.....	-47.50
Register balance as of 07/31/2021.....	11,135.63

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**June 2021 Fundraising Account**

**Tamiouchos Report - Account Detail**

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 6.1.21</b>						<b>\$34,959.42</b>
6/19/2021	6/29/2021	CHECK 1003 084786431	Soror Sobande Afolabi Reimbursement for Target 3 for sanitary napkins & toiletry items Voucher #20228	1300 Target 3 (Building Your Economic Legacy)	Withdrawal	\$285.08
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS) TOTAL</b>						<b>\$285.08</b>
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED) TOTAL</b>						<b>\$0.00</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 6.30.21</b>						<b>\$34,674.34</b>
6/19/2021		CHECK 1002 083439730	Donation in name of Soror Rayverne Baskin Wilson Voucher #20226	Educational Advancement Foundation	Withdrawal	\$250.00
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 6.30.21 TOTAL</b>						<b>\$250.00</b>
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 6.30.21</b>						<b>\$34,424.34</b>

\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month for brevity.

**Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter**  
Fundraising (3892), Period Ending 06/30/2021

**RECONCILIATION REPORT**

Reconciled on: 07/14/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

<b>Summary</b>	USD
Statement beginning balance.....	34,674.34
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>34,674.34</u>
Uncleared transactions as of 06/30/2021.....	-250.00
Register balance as of 06/30/2021.....	34,424.34

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**June 2021 Operating Account**

**Tamiouchos Report - Account Detail**

Received or Disbursement Date	Posted / Cleared Date	Description from PNC Online Banking	Who/What and Memo/Description	Account Allocation	Type	Amount
<b>BANK ACCOUNT STARTING BALANCE AS OF 6.1.2021</b>						<b>\$15,262.82</b>
5/26/2021	6/16/2021	Check 2326	Tau Sigma 2021 Tau Sigma Initiation Fee Reimbursement Voucher #20218	Restricted Cash	Check Withdrawal	\$1,518.00
5/26/2021	6/10/2021	Check 2325	Soror Marquita Smith 2021 NARC Delegate Reimbursement Voucher #20317	5910 NARC Delegates	Check Withdrawal	\$75.00
5/26/2021	6/10/2021	Check 2324	Soror Ashley Rogers 2021 NARC Delegate Reimbursement Voucher #20316	5910 NARC Delegates	Check Withdrawal	\$75.00
5/27/2021	6/7/2021	Check 2327	Soror Corinne E. Rivers Reimbursement for Parliamentarian Exams, FOC Training and NAP District Virtual Conference Voucher #10599	5010 Basileus	Check Withdrawal	\$330.00
6/19/2021	6/21/2021	Check 2329	Soror Corinne E. Rivers 5 \$25 Gift Cards for Soror Recognition Voucher #20225	5010 Basileus	Check Withdrawal	\$125.00
6/19/2021	6/21/2021	Check 2331	Soror Corinne E. Rivers 1 \$25 Gift Cards for Soror Recognition Voucher #20225	5010 Basileus	Check Withdrawal	\$25.00
6/19/2021	6/29/2021	Check 2330	Soror Sobande Afolabi Reimbursement for Chapter Zoom Annual Subscription Voucher #20227	5270 Publicity and Technology Committee	Check Withdrawal	\$159.83
<b>WITHDRAWALS (CHECKS &amp; CLEARED PAYMENTS)</b>						<b>TOTAL \$2,307.83</b>
<b>MONIES RECEIVED (DEPOSITS &amp; OTHER CREDITS CLEARED)</b>						<b>TOTAL \$0.00</b>
<b>BANK ENDING ACCOUNT BALANCE AS OF 6.30.21</b>						<b>\$12,954.99</b>
12/11/2020	Pending	Check 2270	Soror Lucretia Glover	Restricted Cash	Check Withdrawal	\$17.50
4/28/2021	Pending	Check 2319	Soror Jazmin Gooding Reimbursement for 2 Amazon Gift Cards for Spring Retreat Sisterly Relations Voucher #20210	5300 Sisterly Relations Committee	Check Withdrawal	\$30.00
6/19/2021	Pending	Check 2328	Soror Yashmine Cooper 2021 NARC Delegate Reimbursement Voucher #20219	5910 NARC Delegates	Check Withdrawal	\$75.00
<b>QUICKBOOKS UNCLEARED TRANSACTIONS AS OF 6.30.21</b>						<b>TOTAL \$122.50</b>
<b>QUICKBOOKS ENDING ACCOUNT BALANCE AS OF 6.30.21</b>						<b>\$12,832.49</b>

**\*Please note, all outstanding and cleared checks are maintained and monitored in QuickBooks. Only the top portion of the reconciliation report is included month over month**

**Alpha Kappa Alpha Sorority, Inc. | Rho Kappa Omega Chapter**  
Operations (3841), Period Ending 06/30/2021

**RECONCILIATION REPORT**

Reconciled on: 07/14/2021

Reconciled by: Dawn Spencer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	15,262.82
Checks and payments cleared (7).....	-2,307.83
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>12,954.99</u>
Uncleared transactions as of 06/30/2021.....	-122.50
Register balance as of 06/30/2021.....	12,832.49



Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter													
Tamiouchos Report - Operating Budget to Actual													
	Budget	Approved Shifted Add'l Budget	January	February	March	April	May	June	July	August	YTD Activity	Remaining	Details / Notes
<b>TOTAL</b>	<b>\$24,318.52</b>	<b>\$1,515.00</b>	<b>\$6,448.31</b>	<b>\$1,777.64</b>	<b>\$1,126.87</b>	<b>\$2,692.25</b>	<b>\$1,171.49</b>	<b>\$234.83</b>	<b>\$2,507.16</b>	<b>\$0.00</b>	<b>\$15,958.55</b>	<b>\$8,359.97</b>	
<b>OFFICERS</b>													
5010 Basileus	\$2,450.00				\$490.77	\$449.43	\$330.00		\$74.64		\$1,344.84	\$1,105.16	Mar: Cluster IV Founder's Day, NAR Leadership Summit, Basileus photos, Gift for Soror Ashley Rogers, Future is Female Shirt, Ivy Plant for Sisterly Relations, NAP Membership, NAP Hudson County Apr: Madam Supreme Gift, Gifts for Tau Sigma Spr21 Intake, Spring retreat sisterly relations Apr: Reimbursement to Soror Dawn Spencer for FOC Training on 5.15.21 approved by Madam Basileus May: Exam I, II, III, IV, V (registered parliamentarian) and practice exam, FOC Training on 5.15.21, NAP District Virtual Conference July: Gifts for Boule Delegates (split with GA)
5020 Grammateus	\$100.00										\$0.00	\$100.00	
5030 Epistoleus (5720)	\$100.00	\$100.00	\$65.40	\$26.35		\$64.23					\$155.98	\$44.02	Jan: Reactivation, Transfer and EAF Mailing Feb: Reactivation & Transfer Overnight Mailing Apr: 80 Stamps Reimbursement to Soror Nokeima Jones and reimbursement to Soror Dawn Spencer for mailing of 7 reactivated Sorors MSOP & Bylaws May: Shifted approved \$100 from contingency to offset -\$55.98 balance at the end of April
5040 Tamiouchos	\$100.00	\$105.00	\$59.52			\$122.01					\$181.53	\$23.47	Jan: Ink & Supplies Apr: Ink, stamps and new/updated Paper Vouchers May: Shifted approved \$105 from contingency to offset -\$81.53 balance at the end of April
5050 Pecunious Grammateus	\$80.00										\$0.00	\$80.00	
5060 Graduate Advisor	\$1,750.00					\$631.02			\$228.87		\$859.89	\$890.11	Apr: 2021 Tau Sigma Intake Gifts, NAR Leadership Summit, Cluster IV Founders Day Apr: 2021 Tau Sigma Intake Gifts July: Mailing, Flowers for Presentation to Cimeron Bryant, Gifts for MIP, Masks for MIP, Gifts for Boule Delegates (split with MB)
5070 Other Officers	\$120.00										\$0.00	\$120.00	
<b>STANDING COMMITTEES</b>													
5200 Standards Committees	\$25.00										\$0.00	\$25.00	
5210 Membership Committee	\$150.00										\$0.00	\$150.00	
5220 Connections Committee	\$140.00					\$75.00					\$75.00	\$65.00	Apr: \$75 Donation towards 2021 AKA Day at the Capitol
5230 Archives Committee	\$60.00										\$0.00	\$60.00	
5240 Leadership Development	\$400.00					\$78.55					\$78.55	\$321.45	Apr: Reimbursement to Soror Karla Fuller for Spring chapter retreat gift basket/bag items
5270 Publicity and Technology Committee	\$1,125.00							\$159.83			\$159.83	\$965.17	June: Zoom Annual Subscription
5280 Graduate Advisory Committee	\$350.00										\$0.00	\$350.00	
5290 Courtesy and Protocol Committee	\$840.00					\$71.76					\$71.76	\$768.24	Apr: Reimbursement to Soror Karla Fuller for stamps & greeting cards to support Hodegos role
5300 Sisterly Relations Committee	\$189.85					\$30.00					\$30.00	\$159.85	Apr: Reimbursement to Soror Jazmin K. Gooding for Spring chapter retreat: 2 Amazon Gift Cards
5310 Other Standing Committees	\$50.00		\$50.00								\$50.00	\$0.00	Jan: \$50 NAR Awards Registration shifted from 5900 North Atlantic Region & Boule Assessments in May (approved by B&F committee)
5320 Rituals Committee	\$40.00										\$0.00	\$40.00	
<b>ADMINISTRATIVE</b>													
5500 Bank service charges	\$125.00		\$101.00	\$15.00							\$116.00	\$9.00	Jan: Stop Check Fees & Return Check from Corporate from dues & taxes paid in Dec Feb: Stop Check Fee
5510 Monthly Meeting (room rental)	\$660.00										\$0.00	\$660.00	
5520 Officer Bonding	\$300.00				\$300.00						\$300.00	\$0.00	Mar: 2021 Bonding for Officers
5530 P.O. Box Medium	\$215.00	\$31.00			\$246.00						\$246.00	\$0.00	Mar: 2021 PO Box Renewal May: Shifted approved \$31 from contingency to offset -\$31 balance at the end of April
5540 Storage Facility	\$1,800.00	\$54.00	\$174.00	\$174.00		\$522.00			\$348.00		\$1,218.00	\$636.00	Jan: February Storage Unit Payment Feb: March Storage Unit Payment Apr: April, May and June Storage Unit Payments were made in April & reimbursed in April May: Shifted approved \$54 from contingency to offset potential negative balance forecasted thru the balance of the year. This is based on downsizing the size of the storage unit as well July: July and August Storage Unit Payments were made in July & reimbursed in July
5560 External Audit	\$300.00		\$200.00								\$200.00	\$100.00	
<b>CORPORATE OFFICE</b>													
5700 Chapter Tax	\$500.00		\$300.00								\$300.00	\$200.00	
5710 Per Capita Tax	\$5,940.00		\$3,860.00	\$737.50		\$137.50					\$4,735.00	\$1,205.00	Jan: Per Capita Dues for 42 Members + 2 Transfers Feb: Per Capita Dues for 7 Members Apr: Per Capita Dues for 1 Transfer Soror
5720 EAF Dues	\$600.00		\$390.00	\$70.00		\$10.00					\$470.00	\$130.00	Jan: EAF Dues for 39 Members Feb: EAF Dues for 7 Members Apr: EAF Dues for 1 Transfer Soror
5730 Reactivation Fees	\$330.00		\$910.00			\$235.00					\$1,145.00	-\$815.00	Jan: 7 Reactivating Apr: 1 Reactivating Apr: Purchase of MOSP & Bylaws for 8 reactivated sorors
5740 Constitution & Bylaws/ Manual of Standard Procedure	\$25.00					\$32.00					\$32.00	-\$7.00	Apr: Shipping MOSP & Bylaws for 8 reactivated sorors
<b>CONFERENCES</b>													
5900 North Atlantic Region & Boule Assessments	\$75.00		\$75.00								\$75.00	\$0.00	Jan: \$75 Donation towards Cluster IV
5910 NARC Delegates	\$1,260.00				\$75.00	\$150.00	\$150.00	\$75.00	\$625.00		\$1,075.00	\$185.00	Mar: Soror Corinne E. Rivers Apr: Soror Sallie Brown, Soror Dawn Spencer May: Soror Ashley Rogers, Soror Marquita Smith June: Soror Yashmine Cooper July: Moved \$625 from NARC Delegate budget line to 5960 Boule Delegates to cover 2021 Leadership & Boule Delegates
5930 Undergraduate Round-up	\$400.00										\$0.00	\$400.00	
5940 Leadership Seminar	\$600.00								\$600.00		\$600.00	\$0.00	July: Soror Ashley Rogers, Soror December Field-Moore, Soror Natalie Russell July: \$75 of Soror Corinne E. Rivers (\$100 balance taken from Boule Delegate Budget line)
5960 Boule Delegates	\$0.00	\$625.00							\$625.00		\$625.00	\$0.00	July: Added \$625 from 5910 NARC Delegate budget line to support 2021 Leadership & Boule Delegates July: Soror Dawn S. Spencer, Soror April Michelle Valmont, Soror Sallie Brown, Soror Corinne E Rivers (\$75 balance taken from Leadership Seminar Budget line)
5950 Cluster IV Conference	\$85.00										\$0.00	\$85.00	
<b>OTHER</b>													
6100 Contingency	\$2,188.67						\$890.00				\$890.00	\$1,298.67	May: Shift \$100 to Epistoleus, \$105 to Tamiouchos, \$600 to Quickbooks, \$31 to Post Office, and \$54 to Storage Unit
6101 QuickBooks Payment Fees	\$605.00	\$600.00	\$263.39	\$754.79	\$15.10	\$83.75	-\$198.51		\$5.65		\$924.17	\$280.83	Feb: \$744.66 is Subscription Reactivation May: \$198.51 Subscription Credit May: Shifted approved \$600 from contingency to offset -\$313.52 balance at the end of April and provide a kitty for the balance of the year for fees
<b>CHAPTER ACTIVITIES</b>													
5970 Ivy Beyond the Wall Ceremonies	\$40.00										\$0.00	\$40.00	
6300 Founders' Day	\$200.00										\$0.00	\$200.00	

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**Tamiouchos Report - Fundraising Budget to Actual**

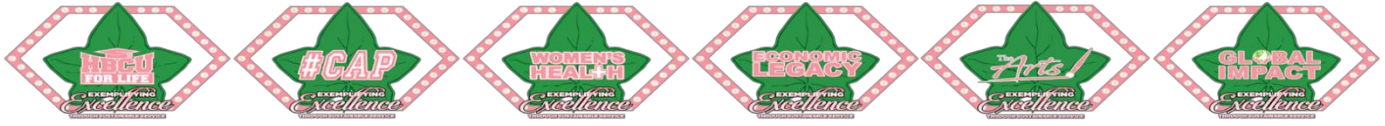
	Opening Revenue / Profit	Budget	January	February	March	April	May	June	July	August	YTD Expense	Profit	Details / Notes
<b>TOTAL</b>	\$ 3,393.26		\$ (1,500.00)	\$ -	\$ -	\$ -	\$ 16,531.50	\$ (250.00)	\$ -	\$ -	\$ 14,781.50	\$ 18,174.76	
4701 2019 Assessments (Carryforward)	\$ 1,339.00										\$ -	\$ 1,339.00	
4702 Think HBCU Donations (Carryforward)	\$ 255.00										\$ -	\$ 255.00	
4707 Karaoke for a Kause (Carryforward)	\$ 191.48										\$ -	\$ 191.48	
4708 Father's Day Comedy Show (Carryforward)	\$ 960.84		\$ (960.00)								\$ (960.00)	\$ 0.84	Jan: Took \$960 to fund EAF Platinum Award Status
4709 Breast Cancer Awareness Donations (Carryforward)	\$ 452.00										\$ -	\$ 452.00	
4711 10/20/20 Dinner Party (Carryforward)	\$ (1,401.06)										\$ -	\$ (1,401.06)	
4712 HBCU Dime Drive (Carryforward)	\$ 746.00		\$ (540.00)								\$ (540.00)	\$ 206.00	Jan: Took \$540 to fund EAF Platinum Award Status
4704 EAF Donations	\$ -							\$ (250.00)			\$ (250.00)	\$ (250.00)	June: Donation to EAF in name of Soror Rayverne Baskin Wilson
4705 Philactor Fines	\$ -										\$ -	\$ -	
4717 Paint and Sip (March 2021)	\$ 850.00										\$ -	\$ 850.00	
4718 10.10.21 Dinner Party	\$ -	\$ 7,500.00									\$ -	\$ -	
4719 Double Good Popcorn (April 2021)	\$ -						\$ 16,531.50				\$ 16,531.50	\$ 16,531.50	Approved to Add During March Chapter Meeting
4713 Scholarship Account Balance	\$ -										\$ -	\$ -	
4752 Outstanding Assessments	\$ -										\$ -	\$ -	

**Alpha Kappa Alpha Sorority, Incorporated - Rho Kappa Omega Chapter**

**Tamiouchos Report - Program Budget to Actual**

	Budget	January	February	March	April	May	June	July	August	YTD Activity	Remaining	Notes & Details
<b>TOTAL</b>	\$ 10,700.00	\$ 61.76	\$ 663.66	\$ 125.00	\$ 280.00	\$ -	\$ 285.08	\$ -	\$ 150.00	\$ 1,565.50	\$ 9,134.50	
<b>1100 Target 1 (HBCU for Life - A Call to Action)</b>	\$ 5,900.00									\$ -	\$ 5,820.00	
1101 Signature Project - CAP					\$ 80.00					\$ 80.00		Apr: Reimbursement to Soror April Valmont for 4 Amazon Gift cards for Raffle Prizes from CAP program held on 4.1.21
<b>1200 Target 2 (Women's Healthcare &amp; Wellness)</b>	\$ 1,100.00				\$ 200.00					\$ 200.00	\$ 775.00	Apr: Reimbursement to Soror Natalie Russell for March Target 2 Program Prizes handed out 3.31.21
1703 Pink Goes Red for Heart Health			\$ 125.00							\$ 125.00		Mar: Reimbursement to Soror Shevon Armstrong for 5 \$25 Amazon Gift Cards
<b>1300 Target 3 (Building Your Economic Legacy)</b>	\$ 800.00		\$ 212.33							\$ 212.33	\$ 152.59	Feb: Reimbursement to Soror Sobandé F. Afolabi for donation items from Costco & Dollar Tree
1304 Operation AKA Assist			\$ 150.00				\$ 285.08			\$ 435.08		Feb: Donation to JC Family affected by fire June: Reimbursement to Soror Sobandé F. Afolabi for sanitary napkins & toiletry items distributed 5.15.21 to JC community
<b>1500 Target 4 (The Arts)</b>	\$ 1,000.00		\$ 89.00							\$ 89.00	\$ 911.00	Feb: Reimbursement to Soror Shevon Armstrong for Paint & Sip Paintings
<b>1600 Target 5 (Global Impact Day)</b>	\$ 400.00									\$ -	\$ 400.00	
1603 AKA Refugees in America Assistance										\$ -	\$ -	
<b>1700 Community Impact Days</b>	\$ 1,000.00									\$ -	\$ 608.91	
1701 AKA Founder's Day & Reactivation Day										\$ -		
1702 MLK Day of Service Impact Day		\$ 28.76	\$ 212.33							\$ 241.09		Jan: Reimbursement to Soror Brianna Armour for 288 toothbrushes for MLK Impact Day Feb: Reimbursement to Soror Sobandé F. Afolabi for donation items from Costco & Dollar Tree
1708 AKA International Day of Prayer								\$ 150.00		\$ 150.00		Aug: Donation to Bethesda Baptist Church for 2021 International Day of Prayer
<b>1900 Program Contingency</b>	\$ 500.00	\$ 33.00								\$ 33.00	\$ 467.00	Jan: PNC Service Charge for Stop Check
2000 AKA University										\$ -	\$ -	

Restricted Balances			
Who/What	Memo/Description	Amount	Notes
Soror BJ Etheridge		\$0.51	
Soror Ashely Rogers	Overpaid 2020 Dues	\$17.50	Applied towards 2021 Dues-
Soror Denise Ridley	Overpaid 2019 Dues	\$7.50	Applied towards 2021 Dues-
Soror Tarol Jackson	Reserve from NARC 2020	\$210.00	Applied towards 2021 Dues-
Soror December Field Moore	Reserve from NARC 2020	\$210.00	Applied towards 2021 Dues-
Sobandé F. Afolabi	\$10 Overpayment from 2021 Chapter Dues	\$10.00	Paid out April 18th 2021 via check #2318 Voucher #10648
Ms. Brianna Armour	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Ms. Shevon Armstrong	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tynasha Banks	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tammi Branch	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Alyssa Buchanan	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Kathrine E. Burno	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Najira N. Burrows	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Jasmine Butler	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tamica Clanton	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Erika Coleman	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Kelle N. Coleman	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Rakyrá Cooper	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Yashmine Cooper	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Danielle Crim	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Maya Daniels	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Barbara Etheredge	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Gloria Graham Felder	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
December Field-Moore	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Kelesha Ann Fowler Armand	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Karla Smith Fuller	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Jazmin K. Gooding	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Soror Cashonda Pamplin Grant	\$20 Reactivation Fee Refund from the Membership Committee	\$20.00	
Suzanne Hill	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Kristin B. Hopkins	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Danielle Inman	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tarol Jackson	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Jahari Jacobs	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Seraphine Jean-Louis	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Vanessa Jean-Louis	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Delise M. Jones	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Nokeima T. Jones	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Kennisha V. Kelly	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Celastine Mabeya	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Andrea L. Mason	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tera McGee	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Aurora Moore	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Soror Bianca Thompson-Owen	\$20 Reactivation Fee Refund from the Membership Committee	\$40.00	
Leah Peoples	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Vernetha Hope Powell	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Qiana Ray	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Denise M. Ridley	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Sabrina M. Riley	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Corinne Edith Rivers	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Siiera M. Robinson	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Ashley Rogers	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Charlotte N. Rogers-Brown	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Natalie Russell	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Tiffany Monique Ryan	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Marquita D. Smith (Whitehead)	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Dawn Sunsear'ray Spencer	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Darcell Q. Medley-Stokes	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Doris C. Taylor	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
April-Michelle Valmont	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Nicole Whitson	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Renada Williams	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Virginia G.E. Wolfe	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Vanetha Wood-Stradford	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
Keita T. Archie Young	\$10 Overpayment from 2021 Chapter Dues	\$10.00	
2021 Tau Sigma Intake	3 New Member Intake Balance-	\$1,518.00	Paid out May 26 2021 via check #2326 Voucher #20218 \$3,600 (\$1,200*3) Collected towards Initiation \$105.15 (\$35.05*3) Collected in Fees \$1,977 Dispersed for Initiation Fees \$105 Dispersed for HBCU Fees



## Program Committee Report- September 2021

### Program Goals

- Plan & Execute all Community Impact days & Other Programs under all Target areas.
- Increase Rho Kappa Omega's visibility in the Hudson County community and virtual world.
- Collaborate with other organizations to increase impact of programs.
- Increase Soror participation, get more Sorors involved as leaders and with the planning of and participation in programs.
- Keep PKQ Goals S.M.A.R.T (Specific, Measurable, Achievable, Relevant & Timely) with the end goal in mind of producing and planning purposeful programs.

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The program theme for 2018-2022 is *Exemplifying Excellence Through Sustainable Service*.  
The International Program includes five program targets that are:

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#### **Target 1- Target Leader/s: Soror Erika Coleman**

**HBCU for Life: A Call to Action~** The goal is to enlighten the community regarding HBCU's as institutions of excellence with historical and current significance.

#### **#CAP Leader- Soror April M. Valmont**

**Signature Project #CAP~** we plan to increase applications and enrollments to HBCU's and non HBCU's.

#### **Target 2- Target Leader/s: Soror Jazmin Gooding & Soror Qiana Ray**

**Women's Healthcare & Wellness-** The goal is to share information regarding breast cancer including providing mammograms, engage the community in low impact heart health activities, raise awareness on incorporating good nutrition info daily lifestyles and increase support available to caregivers.

#### **Target 3- Target Leader/s: Soror Sobande Afolabi & Soror Dawn Spencer**

**Building Your Economic Legacy:** The goal is to provide financial planning information that will increase fiscal awareness in the African American community, increase awareness of the impact of credit scores, support African American businesses with black dollars, and promote African American entrepreneurs. Additionally, we plan to partner with local and national efforts to raise awareness regarding homelessness.

#### **Target 4- Target Leader/s: Needs Target Leader/ Soror Bianca Thompson- Owen**

**The Arts-** The goal is to increase opportunities for youth engagement and community awareness of visual and performing arts during the Harlem Renaissance and the Black Arts Movement, and their influence on contemporary African American art and culture.

#### **Target 5- Target Leader/Co- Leader: Soror Virginia Wolfe**

**Global Impact:** The goal is to engage youth and adults in a large-scale community service project, collect and distribute useable items supplied by chapter and community members to send to those in less developed countries, partnering with international organizations. Additionally, aiming to assist refugees and increase awareness of refugee issues and concerns.



### Community Impact Days

Sept. 20th- AKA HBCU Day

Oct. 4th- Breast Cancer Awareness Day

Nov. 19th- AKA Caregivers' Day

### Other Program Dates

Oct. 16th- Mammogram Awareness Day (MAD)

### PROGRAM RESOURCES

(Click the Links Below and they can also be found in the Members' only section on our chapter website)

[PROGRAM CALENDAR](#)

[PROGRAM FOLDER](#)

[PHASED IN- PERSON PROGRAM ACTIVITY FORM](#)

[We Can Do this Community Corps](#)

[We Can Do this Toolkit](#)

[Tell Your Vaccination Story](#)

[Attend a Virtual Training Session](#)

[CDC Get Vaccinated](#)

## PKQ FALL 2021 PROGRAM SNAPSHOT

### Target 1 – HBCU & #CAP-

#### HBCU Impact Day-

- The committee will host a dining to donate for our HBCU Impact Day which will be held on Monday, September 20<sup>th</sup> at Houlihan's Restaurant in Bayonne. This will not be an in-person event, but members of the chapter and community members are encouraged to take the flyer to the restaurant in which a portion of the proceeds will be donated to the chapter in support of our Rho Kappa Omega Scholarship Fund. Flyer is completed and pending approval.
- Sales \$0- \$1999= 15% donated
- Sorors please prepare to make your \$35 individual donation on this day towards the AKA HBCU EAF Endowment Fund in support of our goal of raising \$1MM.

Target 2- The Target 2 committee will schedule a meeting within a week to finalize the plans for the following upcoming programs.

- Breast Cancer Awareness Day- October 4<sup>th</sup>
- Breast Cancer Walk- October 10<sup>th</sup>
- Mammogram Awareness Day- October 16<sup>th</sup>
- AKA Caregivers' Day- November 19<sup>th</sup>

Target 3- The committee would like to plan two tentative programs for the fall. A Target 3 meeting will be scheduled in two weeks to finalize planning.

- Will and Estate planning workshop
- Holiday/Clothing drive

Target 4- The committee would like to continue with the Book Club

- Updates will be shared regarding the next steps for the Book Club with the chapter.

Target 5 – The committee would like to support Triangle Park Community Center (TPCC) and collaborate for their support to Haiti following their earthquake.

- TPCC would like to organize a drive for items that are most needed to send to Haiti.
- We will inquire about a list of items that are needed for us to collect and identify the timeframe that they would like us to have the items secured.
- Once we identify the items, we would like to purchase the items from the Target 5 budget, as well as advertise the collection of items and location to where they can be donated.

# PROGRAM INFORMATION



If you have participated in Virtual Program Activities under any of the Targets 1-5, please complete the Soror and Chapter Reporting Form for Virtual Program Activities. Please email the document to me at [akapkqprograms@gmail.com](mailto:akapkqprograms@gmail.com). This will assist in compiling a report of Soror and chapter virtual activities participation and programs. If you need assistance, please let me know.

[Virtual Reporting Form- click here](#)

## Additional Program Information: Important Information from Excellence Chapter Leadership Launch and Program Launch Webinar held on August 3, 2021:

- International Program Committee would like chapters to have phase in programs and resume conducting community service activities.
- Sorors must be fully vaccinated and masked in order to attend programs.
- Phase in programs no longer need to be sent for approval to MRD, however program information may still be shared with her to be approved as some Regional Directors would like to approve service projects- (clarification will be shared from Soror Ora Douglass, International Program Committee)
- Guests can attend programs vaccinated or not as we are not able to control what the public does, or if they are vaccinated.
- Not recommending indoor activities, try and plan more activities outdoors.
- New Program theme will roll out in July 2022 under new administration.
- Chapter Program assessments can be done at chapter retreat or the end of the year.
- Continue to build partnerships that align with community needs and identify partners that will participate in program activities.
- Utilize Program Calendar
- Avoid too many activities
- Recognize Sorors
- Keep Target goals and keep chapter Sorors engaged

## Old Business June/Summer 2021-

- Under Target 5- We conducted a drive thru shoe drive in collaboration with Soles4Souls and collected over 700 pairs of shoes.
- For World Refugee Day we donated over 200 masks and hand sanitizer to Church World Services in support of their refugee clients.
- During our International Day of Prayer, we worshipped with Betheseda Baptist Church in Jersey City, and donated \$150 in support of all the work they do in the community.

- **The next Program Meeting will be held on Wednesday, September 29th at 7p.m via**

**Zoom: Meeting ID: 618 380 0007 Password: 1908**

**[Zoom Link](#)**

**Phone access: 1 929 205 6099 US (New York)**

Thank you to all Sorors that have planned, participated and for all the work you do regarding PKQ programs...  
you are greatly appreciated!

**Submitted by Soror Shevon Armstrong, Anti- Basileus on behalf of the Program Committee.**

**Email- [akapkqprograms@gmail.com](mailto:akapkqprograms@gmail.com)**



Alpha Kappa Alpha Sorority, Inc  
 Rho Kappa Omega Chapter  
 Fundraising Budget  
 September 2021

**Fundraising Committee 2020 Goals:**

- Raise at least \$15,000
- Put the Fun back in Fundraising
- Find virtual fundraisers that are easily executed
- Inspire Sorors to increase ticket & item sales during pandemic
- Build rapport with newly established J.C. Chapter - Sigma Chi Lambda Chapter of Alpha Phi Alpha Fraternity Incorporated
- Establish an extraordinary event that can be our yearly fundraiser “Emeralds & Pearls Soiree”

2021 Fundraisers						
Event	Date	Soror Assessment	Sales Goal	Expenses	Profit	Description
Double Good Popcorn Fundraiser	4/5 through 4/9	\$32	\$2500.00	0	16,531.00 +480.00 (15) Assessments \$17011.00	4 Day Online Sale of Gourmet Popcorn
Emerald & Pearls Soiree  <i>Rescheduled 10/09/22</i>	10/10/21  7:00 – 11:00	2 @ \$100	200 tickets = \$20,000 Basket Raffles = \$1000 Silent Auction - \$800.00	\$6,203.09 - 1200.00 dp  \$5003.09 (Venue)  \$400.00 – DJ -200.00 -dp  \$200.00  \$350.00 (centerpieces  \$400.00 Photo Booth  \$246.91 Contingency	\$14,300.00	Chart House 1700 Harbor Blvd. Weehawken NJ
<b>Totals</b>		\$ 32	\$2500.00	\$0	\$17011.00	

ACTUAL SALES, EXPENSES AND PROFIT IN BOLD



Now that we are all clear on where the Programs Reside !!!! It is the Fundraising Committee's job to locate where the money resides to fund said programs !!! We are aware that we voted to have only two fundraisers this year, one of which we now know won't happen due to Corporate office Covid 19 gathering restrictions. I called the Chart House and was able to reschedule our event for 10/9/22 instead of cancelling and losing our \$1200.00 deposit. I was also able to reschedule with our DJ and photobooth vendors. With that being said, we should now think about other opportunities to raise funds and make an impact.

**Our assessments for this year were originally \$232.00. With the rescheduling of the Gala until 2022 we are at \$32.00 so far this year.**

The Making Strides Walk is scheduled for 10/10 and to date we have raised zero dollars for that cause. So we are proposing a Raise \$50.00 or Donate \$50.00 assessment which will be due by 12/1/21. That would give us a donation of \$3650.00 and hopefully keep us in the Top Ten for awards.

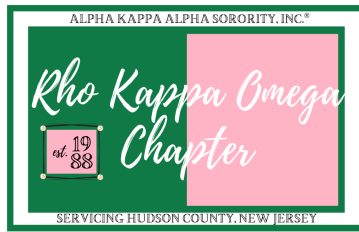
The Motion for the above Making Strides Raise \$50 or Donate \$50 assessment was voted on and approved by the committee.

- ❖ What would be your total 2021 Assessment with this fundraiser if you do not get your donations ? \$82.00
- ❖ Do we expect it to come out of your personal budget? No. It is our hope that you will share your link via the Making Strides App to get your \$50.00 in donations.
- ❖ Has our team been set up? Yes! Please join Team PKQ and start sharing your link to donate via the Making Strides App.
- ❖ Why is 12/1 the date? Making Strides gives everyone until December to gather donations. They will then determine the Top Ten Teams and begin notifying the winners!! Team PKQ has been in that number in the past and should always strive to be on top!
- ❖ Please keep in mind that it is our goal to get you to **participate in sales and get donations... not to deplete your personal funds.**

There is our pitch!!! It is our hope that you vote a resounding yes for this fundraiser!!!

\*\*\*\*The Fundraising Committee reserves the right to bring one more fundraiser to the chapter for vote in October in an effort to raise needed funds to reach our EAF Platinum goal. Next and final fundraiser for this committee loading....

Soror Sabrina M. Riley  
On behalf of the 2021 Fundraising Committee  
#WhereTheMoneyResides



**ALPHA KAPPA ALPHA SORORITY, INCORPORATED**  
**RHO KAPPA OMEGA CHAPTER**  
**SEPTEMBER NOMINATING COMMITTEE REPORT**  
**Slate Preparation Term 2021-2023**

Per Rho Kappa Omega Chapter Bylaws the following officers shall be elected during the November 2021 chapter meeting: **Anti-Basileus, Anti-Grammateus, Epistoleus, Pecunious Grammateus, Ivy Leaf Reporter and Custodian.**

The slate of Sorors presented to the General Body for consideration during the October 2021 chapter meeting must meet the requirements of Rho Kappa Omega Chapter Bylaws. To be considered for nomination, Sorors must meet the following eligibility criteria:

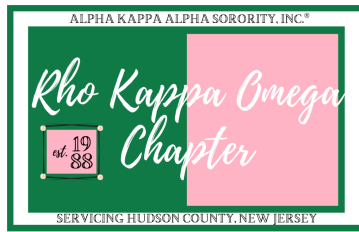
**Anti-Basileus, Anti-Grammateus, Epistoleus, Pecunious Grammateus, Ivy leaf Reporter and Custodian**

1. Financial member of Rho Kappa Omega for at least twelve (12) months immediately prior to candidacy.
2. Attended at least 1 Regional Conference, Boule, Cluster IV Leadership Conference or Leadership Seminar within the twelve (12) months immediately prior to candidacy.
3. Actively served on a minimum of 1 committee.
4. Familiar with Alpha Kappa Alpha Constitution and Bylaws, Manual of Standard Procedure, the Rho Kappa Omega Chapter Bylaws and shall have knowledge of the Sorority, its history, philosophy and procedures.

**3d.** To be eligible for the offices of Tamiouchos, Pecunious Grammateus, and Graduate Advisor, a soror shall submit the Prospective Financial Officer Candidate Disclosures form to the Nominating Committee certifying that she has not been sanctioned criminally or civilly for misappropriation of funds. This form is for the sole use of the Nominating Committee and shall be kept confidential. The chapter shall maintain a copy of this form for its records, which said records shall also remain confidential.

**Anti-Basileus** shall assume the responsibilities of the Basileus in her absence. She shall serve as Chairman of the Program Committee and shall implement the chapter programs in accordance with the International and/or Regional Program Guidelines. She shall represent the Basileus, on request, at meetings, conferences and other civic or social affairs. She shall complete the present term of the Basileus in case of resignation, removal or death. She shall serve on the Ritual and Budget and Finance Committees. She shall be bonded, listed on the Chapter's bank accounts, and is authorized to sign checks and vouchers. She shall perform other chapter duties at the request of the Basileus.

**Anti-Grammateus** shall assume the responsibilities of the Grammateus in her absence or removal. She shall turn over all documents received and/or recorded to the Grammateus within fourteen (14) days. She



**ALPHA KAPPA ALPHA SORORITY, INCORPORATED**  
**RHO KAPPA OMEGA CHAPTER**  
**SEPTEMBER NOMINATING COMMITTEE REPORT**  
**Slate Preparation Term 2021-2023**

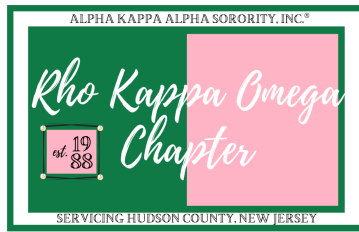
shall preside in the absence of the Basileus, Anti-Basileus and Grammateus. She shall serve on the Bylaws Committee and record the committee's meetings. She shall perform other chapter duties at the request of the Basileus.

**Pecunious Grammateus** shall receive and record all funds for the chapter. She shall provide receipts for all income received and shall record the receipts in a Triplicate Receipt Book. She shall give all collected funds to the Tamiouchos within five (5) to seven (7) business days of the date of receipt, along with a Transmittal of Funds Report indicating the designation of funds. She shall maintain a Cash Receipt Journal and record all income received as corresponds to the receipts. She shall provide monthly reports to the chapter of income received and its sources. She shall serve on the Budget and Finance Committee. She shall be bonded. A soror who has been criminally, civilly, legally, or internally sanctioned for misappropriation of funds shall notify the Basileus immediately and shall immediately resign or be removed from office. She shall perform other chapter duties at the request of the Basileus.

**Epistoleus** shall send notices of all Chapter and Executive Board Meetings. She shall generate correspondence as directed by the Basileus, maintain a monthly correspondence file and set up the chapter calendar. She shall read and/or recap all correspondence to the chapter. She shall serve on the 6 Publicity Committee. She shall perform other chapter duties at the request of the Basileus.

**Ivy Leaf Reporter** shall compile, type, and edit news releases and send them to all news media including the Ivy Leaf, newspapers, radio, and television stations. She shall attend all key committee meetings at the request of committee chairmen and shall cover all major chapter activities. She shall conduct annual public relations workshops. She shall keep the chapter abreast of all community events that may lead to the visibility of the chapter by maintaining a monthly calendar of community events. She shall arrange for photographs of and obtain signature release forms for all major activities. She shall serve as Chairman of the Publicity Committee and shall serve on the Archives Committee. She shall perform other chapter duties at the request of the Basileus.

**Custodian** shall take care of any object of value belonging to the chapter, such as chapter emblems, scrapbooks, past records, and other such properties and shall ensure that such items are properly stored. She shall keep an updated inventory of all Sorority and Chapter property and devise procedures for the use and borrowing of all properties. She shall transport the chapter's sign and banner to and from events. She shall adhere to the Records Retention Guide. She shall serve on the Archives Committee. She shall perform other chapter duties at the request of the Basileus.

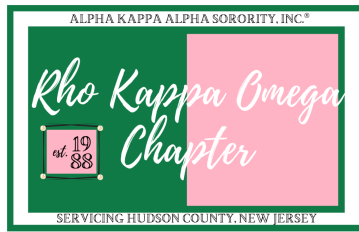


**ALPHA KAPPA ALPHA SORORITY, INCORPORATED**  
**RHO KAPPA OMEGA CHAPTER**  
**SEPTEMBER NOMINATING COMMITTEE REPORT**  
**Slate Preparation Term 2021-2023**

**Sorors Eligible for General Officers:**

Sobande Afolabi  
Brianna Armour  
Shevon Armstrong  
Tynesha Banks  
Sallie Brown  
Cimeron Bryant  
Katherine Bruno  
Jasmine Butler  
Tamica Clanton  
Yashmine Cooper  
Maya Daniels  
Karla Fuller  
Vanessa Jean-Louis  
Andrea Mason  
Tonia Slay-Daniels  
Darcell Medley-Stokes  
December Moore  
Qiana Ray  
Sabrina Riley  
Corinne Rivers  
Ashley Rogers  
Marquita Smith  
Dawn Spencer  
Janice T. Watson

**Apologies in advance to any Soror who may have been omitted from this preliminary list.  
Please email Soror Marquita if you in fact meet the eligibility requirements. Thank you.**



ALPHA KAPPA ALPHA SORORITY, INCORPORATED  
RHO KAPPA OMEGA CHAPTER  
SEPTEMBER NOMINATING COMMITTEE REPORT  
Slate Preparation Term 2021-2023

**Alpha Kappa Alpha Sorority, Incorporated**  
**Rho Kappa Omega Chapter**  
**Slate Preparation Term 2022-2024**

## SO YOU WANT TO RUN FOR OFFICE?

**Soror Running for Office:**

-shall submit an Alpha Kappa Alpha resume to the Nominating Committee to be shared with the general body. -is required to give a speech to the general body stating why they are the best fit for the office.

Sorors will be given questions prior to election to help create their speech.

- Sorors shall remain respectful, sisterly and embody the characteristics and behaviors of an Alpha Kappa Alpha woman and professional throughout the election process.

Respectfully Submitted,  
Soror Marquita Smith  
Nominations Chair

***2020-2022 Nominating Committee***

*Soror Janice Watson*  
*Soror Marquita Smith*  
*Soror Keita Young*



## 69<sup>th</sup> Boule Part II Joint Delegate Report



The 69<sup>th</sup> Boule Part II was held virtually in conjunction with the 2021 Leadership Seminar from July 12-16, 2021 under the theme, “Exemplifying Excellence in the Pink Easy.”

### **PLENARY SESSION 1**

Soror Ashley Rogers and Soror April-Michelle Valmont

The First Plenary Session was called to order at 11:00am by Soror Glenda Glover with opening remarks differentiating Boule Part II from Boule Part 1, wherein delegates elected officers only during Boule Part 1. Soror Patricia Russell-McCloud, General Member provided the meditation.

#### **Regional Recognition** (Regional Directors)

Regional Director Greetings were given in the following order:

- ✿ **North Atlantic** (Soror Mary Bently LaMar)  
“Attend NOLA themed regional gathering, leave better than we came!”
- ✿ **Mid-Atlantic** (Soror Jennifer King Congleton)  
“AKAs are resilient! Eat food, play NOLA music on pandora and grow in service, excellence and grace in AKA - giving it the very best that you got!”  
(Anita Baker)
- ✿ **South Atlantic** (Soror Carolyn G. Randolph)  
“A good time of fellowship awaits. Embrace NOLA, move in love, serve significantly and experience how we exemplify excellence in the Pink easy!”
- ✿ **Great Lakes** (Soror Carrie J. Clark)  
“Congratulations to the Sorors who made this event a reality! Great Lakes is proud and present and looking forward to fun, learning and sisterly love!”
- ✿ **South Eastern** (Soror Mitzi Dease Paige)  
“Home region of Madame Supreme. Let the good times roll!”
- ✿ **South Central** (Soror Joya T. Hayes)  
“Nothing can stop the work of Alpha Kappa Alpha. Congratulations for making it through!”
- ✿ **Central** (Soror Sonya L. Bowen)

“Congratulations for hard work and sacrifice in bringing this conference to fruition. Sorors are eager to learn and unite and provide hours of service that are impactful.”

✿ Mid-Western (Soror Twyla G. Woods-Buford)

“When Sorors get together, oh what a scene, all those beautiful ladies in their shades of pink and green!” Voting is an obligation, and that is a direct quote.”

✿ Far-Western (Soror Shelby D. Boagni)

“The women of Alpha Kappa Alpha, Sorority Incorporated are committed to providing Service to All Mankind.”

✿ International (Soror Joy Elaine Daley)

“I pray that all goes well with the virtual boule!”

### **Sorority Hymn** (Virtual Boule Choir)

The International Hymn was sung by the Virtual Boule Choir.

### **Greetings**

✿ Soror Mattelia B. Grays, 18<sup>th</sup> Supreme Basileus

“Thank the good lord for allowing us to assemble in peace and comfort despite the devastation that prevails. We salute our founders for giving birth to our sisterhood 113 years ago so we may gather in love and peace and purpose and service so many years later.”

✿ Soror Norma Solomon White, 25<sup>th</sup> Supreme Basileus

“We are pleased that you have come from around the globe to participate in the workshops and all of the activities that have been planned for you...We can feel the sisterly spirit that exists when we all get together.” John Maxwell says, “The heart of leadership is serving others first before yourself.” “Return to your chapter energized to render even greater service to your communities.”

✿ Soror Carolyn House Stewart, 28<sup>th</sup> Supreme Basileus

“We must continue to be excellent service providers and in these unique times we must be excellent in sisterhood. It is mission critical to care for the sisterhood. Enrich the lives of others with love. Let our vision and innovation cast a light of hope.”

✿ Soror Dorothy Buckhanan Wilson, 29<sup>th</sup> Supreme Basileus

“We are and we will move boldly with gods help and your work into the future. We look forward to memorable interactive celebrations. Take care of our sorority’s business! We are Alpha Kappa Alpha Sorority, the greatest sorority in the universe and we remain supreme in service to all mankind!”

**Greetings and Welcome** (Soror Sheryl Rodriguez, Chair, 69<sup>th</sup> Boule Part II)

To virtually welcome Sorors to the Pink Easy, Sorors received a virtual tour of the historic sites in NOLA including Cafe Dumond and Jackson Square Park, Bourbon Street, Louis Armstrong Park (the first black neighborhood in the US where homes were sold to free African Americans), Congo Square, Mahalia Jackson Theater, and Dooky Chase's Restaurant. Greetings received from Joel from Ready to Love, Councilman Jay Hanks (Omega Psi Phi), Mayor LaToya Cantrell, and Governor John Bel Edwards followed by College Tours of Dillard University, Southeastern Louisiana University and Xavier University.

**Response** (Soror Terri Dean, Chair, 69<sup>th</sup> Boule Part II)

Remarks were given by Soror Terri Dean, Chair, 69<sup>th</sup> Boule Part 1 with greetings from Boule Chairs and Vice Chairs and Leadership Team.

**Charter Presentation and Registration Report** (Soror Cynthia D. Howell, Executive Director)

Soror Cynthia D. Howell presented the Charter to open the Boule and reported the following Report of Registration:

<b><u>Registration</u></b>	
Central	2310
Far Western	1416
Great Lakes	2074
International	298
Mid-Atlantic	3424
Mid-Western	587
North Atlantic	5215
South Atlantic	6115
South Central	4182
South Eastern	3288
<b>Total</b>	<b>28909</b>



	<u>Entitled Delegates</u>	<u>Certified Delegates</u>
Central	447	424
Far Western	356	320
Great Lakes	421	353
International	67	63
Mid-Atlantic	686	660
Mid-Western	195	178
North Atlantic	758	703
South Atlantic	1073	1015
South Central	765	660
South Eastern	631	556

**Other**

Directorate		18
Former Supreme Basilei		4
Corporate Office		2
General Members		12
<b>Total</b>		<b>36</b>

<b><u>Total Delegate Strength</u></b>	<b><u>Entitled</u></b>	<b><u>Certified</u></b>
	<b>5435</b>	<b>4968</b>

**Seating of Delegates** (Soror Glenda Glover, Supreme Basileus)

The Boule Delegates were accounted for as properly seated through virtual applicable means.

**Report of the Rules Committee** (Soror Bonnie Washington Murdah, PRP, Supreme Parliamentarian and Soror Martha Perine Beard, PRP, Former Supreme Parliamentarian)

The 19 Rules of the Virtual 69<sup>th</sup> Boule Part II were read as outlined on page 16 of the Boule Agenda.

**Motion made to accept the rules as written. Motion carried.**

**Adoption of the Agenda** (Soror Glenda Glover, Supreme Basileus)

The proposed agenda was previously distributed.

**Motion made to approve the agenda. Motion carried.**

**Ratification of Committee Chairman Appointments** (Soror Glenda Glover, Supreme Basileus)

**The appointments of Soror Valerie A. Hill (Upsilon Mu Omega Chapter) to the Resolutions Committee; Soror Bonnie Washington Murdah (Supreme Parliamentarian) and Soror Martha Perine Beard (Former Supreme Parliamentarian) to the Rules Committee; Soror Arlene Leland (Xi Omega Chapter) to the Tellers Committee; and Soror Tiffany Moore Russell (Psi Theta Omega Chapter) to the Time and Place Committee were ratified by unanimous consent.**

**The First Plenary Session recessed at 1:00pm.**

## **PLENARY SESSION 2**

Soror December Moore and Soror Dawn Spencer

The Second Plenary was called to order at 3:32pm followed by a Meditation provided by Soror Mia Wright, Co-Pastor, Foundation of Praise Church. Soror Jannifer Fischer Banks, (Mu Xi Omega Chapter) provided a Music Solo after which Soror Jasmyne E. McCoy, Second Supreme Anti-Basileus introduced the Supreme Basileus.

### **Report of the Supreme Basileus** (Soror Glenda Glover, Supreme Basileus)

“Let your light so shine before men that they may see your good works.” The report began by acknowledging that the sorority has been impacted by the global pandemic; however, the sorority has remained steadfast in its commitment to the Excellence administration.

The sorority has reported that 1,070 members tested positive for Covid-19 with 47 reported deaths. A moment of silence was held in honor of Sorors, family members, and friends impacted by COVID-19. The sorority continues to push for Sorors to get vaccinated to continue the return to in-person programs and events safely. In response to COVID-19, the sorority established a Pandemic Taskforce and modified the Membership Intake Process.

Cost savings measures were implemented, and the Sorority has invested in upgrading technology by creating an associated management system (AMS) with Real Time Membership Data and updated technology to go live Spring 2022 eliminating 10 separate databases. Corporate Office was realigned to be more responsive to Sorors’ needs.

The Sorority completed the production and release of the full-length documentary, “Twenty Pearls,” which proved lucrative as the sorority, in partnership with Comcast, receives \$300,000 upfront and 50% of all sales from the movie each time it is viewed with all proceeds going to EAF.

HBCUs continue to be impacted by the Sorority’s efforts raising more than \$1M in one day for 3 consecutive years. The Sorority has committed to \$10M to HBCU with \$5M in scholarships and \$5M in endowments and has one more year to accomplish same.

The Sorority is financially sound with \$70M in assets in all entities including \$45M in AKA assets, \$24M in EAF and \$1M in housing.

Voting initiatives continue to be a Sorority focus with initiatives in 2020 concluding with Soror Kamala Harris ascending to the Vice President of the United States and Reverend Rafael Warnock becoming the first Black Senator in the State of Georgia.

Health initiatives include the purchase and branding of a breast cancer mammography unit providing free mammograms to women.

Sorority membership reached more than 103,00 financial members as of June 30, 2021, with more than 13,500 sorors reactivating in the first 6 months of 2021. There are 1,030 Chapters worldwide.

**The Report of the Supreme Basileus was accepted by acclamation.**

**Report of the International Program Committee** (Soror Ora B. Douglass, Chair)

In 2020, the Sorority developed 4 resource guides to assist in program planning and implementation during Covid-19 by providing virtual community service activities. Under the virtual mandate, community service increased by 100%, doubling output from the previous year. Over 3M volunteer hours were recorded and 110,000 program reports submitted. 17,452 more reports were submitted in 2020 than 2019. 5 successful program webinars were provided for chapter leadership with attendance of over 2,000-chapter Basilei and Anti-Basilei.

#### Impact Days

- ✿ Impact day participation was 3x more in 2020 than 2019 tripling the service impact to families and communities.
- ✿ 1,230,885 volunteer hours for 7 impact days have been submitted.

#### Target 1: HBCU for Life a Call to Action

- ✿ 231,243 sorors have participated in HBCU initiatives.
- ✿ 348 chapters adopted HBCUs in 2020.
- ✿ 118,495 Sorors are HBCU Graduates.
- ✿ 46,798 Sorors are active in Alumni associations.

### Signature Program #CAP

- ✿ Chapters received an updated guide for the Signature #CAP, providing resources for virtual events.
- ✿ On April 30th and May 1st generated over 2,293 reports from 632 chapters with over 75,000 students participating since 2018.

### Target 2 Women's Health

- ✿ 12,050 reports received.

### 2020 Caregivers Impact Day

- ✿ 1,851 Caregivers Day activities reported.

### Target 3 Economic Legacy

- ✿ 8,253 reports received.
- ✿ 63,000 individuals were trained in financial literacy in a mix of virtual and in-person workshops in conjunction with Regions Bank.

### AKA Assist

- ✿ 3,342 programs reported advocating for those experiencing hard times and needing assistance.
- ✿ 500 Chapters are registered with Grow with Google and pledged to train over 200k women.
- ✿ To date 1,173 individuals have been trained.
- ✿ Assisted more than 181K refugees

### Target 4 The Arts

- ✿ 6,048 reports received.
- ✿ Over 1,600 partnerships for the Arts.
- ✿ 7,553 programs presented through Target 4: The Arts resulting in almost 281,453 volunteer hours.

### Target 5 Global Impact

- ✿ 7,252 reports received.
- ✿ Through Global Impact Day 5,941 reports were submitted totaling over 681,074 service hours.
- ✿ 5 new partnerships through Walgreens, Grow with Google, The Abbott Foundation (\$50k donated to hold pop up Covid-19 Health events), Black Health Matters, Feeding Children Everywhere and Core.

**Undergraduate Activities Update** (Soror Jasmyne E. McCoy, Second Supreme Anti-Basileus)

The theme for the Undergraduate Activities Committee program is “REACH: Resilience, Excellence, Ambition, Connection, Heart. Every undergraduate chapter was required to hold an MIP for Spring 2021. The modified MIP garnered an influx of membership. Undergraduate Sorors must maintain a 2.5 gpa. All 10 regions participated in Skee Week 2020 from April 18-24<sup>th</sup>. The Undergraduate PPP Kit was a success.

**Report of the International Connection Committee** (Soror Roslyn M. Brooks, Chair)

The committee’s 2020 focus included census competition, voter registration and mobilization. More than 16,000 members participated in the Poor People’s Campaign. In Fall of 2020 a 100 day geo TV strategy guide was released recommending virtual activities to educate and engage voters. Extensive efforts helped shift the control of the government.

**Capitol Hill Liaison** (Soror Amirah Salaam, Chair)

The sorority acted on legislation to advance the sorority’s political agenda, educated policy holders, communicated in real time with Madame Supreme Capitol Hill happenings and expanded the footprint of AKA on Capitol Hill.

**The Second Plenary recessed at 4:57pm.**

## **PLENARY SESSION 3**

Soror Sallie Brown

The Third Plenary Session was called to order at 10:03am by Soror Glenda Glover followed by the Meditation provided by Soror Pamela Bates Porch, International Chaplain and Chair of the Spiritual Oversight Committee.

**Honorary Members and Awards Recognition** (Soror Staci R. Collins-Jackson, Chair)

Honorary Members for Alpha Kappa Alpha Sorority, Incorporated for 2021 are as follows:

1. **Soror Ursula Burns** is an American businesswoman. She was the chair and CEO of VEN from late 2018 to early 2020, a senior advisor to Teneo. She is a member of the board of director for Uber. She is the first among black women to be a CEO of a Fortune 500 company. She was the leader of STEM program of the White House from 2009-2016 under President Obama administration.
2. **Soror Debra Martin Chase** is an American motion picture and television producer. Her company, Martin Chase Productions, is affiliated with Universal Television, a division of NBC Universal Television Group. She is the first African American female producer to have a deal at a major studio. Some of her credits are Harriet, Sparkle, Just Wright, Byou 2 and The Preacher's Wife.
3. **Soror Robin Roberts** is an American television broadcaster. She is the anchor of ABC's Good Morning America. She was a sports anchor for local television and radio stations and she was sportscaster on ESPN for 15 years from 1990-2005. She was inducted into the Women's Basketball Hall of Fame in 2012.
4. **Soror Ruth E. Carter** is an American costume designer for film and television, with over 40 films to her credit, who has mastered the look of multiple periods and genres in envisioning the clothing overall appearance of a character of performer. Her near 30-year film career she has been nominated three times for the Academy Award for Best Costume Design for her work Malcolm, Amistad and Black Panther.

5. **Soror Cynthia Erivo** is an Emmy and Tony winning actress, singer and songwriter. She gained recognition for starring in the Broadway revival of *The Color Purple* from 2015 to 2017. She has played in filmed such as *Widows*, *Bad Times at the El Royale* and *Harriet*.
6. **Soror Alice Walker** is a Pulitzer Prize winner, short story writer, poet, and social activist. She published the novel *The Color Purple* for which she won the National Book Award for hardcover fiction. Her work has been translated into more than two dozen languages and her books have sold more than fifteen million copies.
7. **Soror Tracee Ellis Ross** an American actress, singer, television host, producer, and director. She is known for her lead roles in the television series *Girlfriends* and *Black-ish*. She owns *Pattern Beauty*, a hair-care line for curly hair. In 2020, she is starred and recorded the soundtrack album for the musical film *The High Note*.
8. **Soror Lisa Leslie** is an American former professional basketball for Women's National Basketball Association. She is currently the head coach for *Triples* in the BIG 3 professional basketball league, as well as a studio analyst for Orlando Magic broadcasts on Fox Sports Florida. She is a three-time WNBA MVP and four-time Olympic gold medal winner. She was inducted in the Basketball Hall of Fame in 2015.

**Rededication Prayer** (Soror Chelle Luper Wilson, Supreme Grammateus)

The Rededication Prayer was led by Soror Chelle Luper Wilson, Supreme Grammateus.

**Ivies Beyond the Wall Recognition** (Soror Nadine C. Bonds, Chair, Rituals Committee and Regional Directors)

The Ivies Beyond of Wall Recognition remembering 21st Supreme Basileus Faye B. Bryant and 24th Supreme Basileus Eva L. Evans was a special tribute to them. Each Regional Director acknowledged the Sorors the became an Ivy Beyond The Wall.

**North Atlantic Region** (Soror Mary Bentley LaMar)

Beta Alpha Omega-10 Sorors

Delta Mu Omega-5 Sorors

Delta Pi Omega- 2 Sorors



Delta Rho Omega-6 Sorors  
Delta Sigma Omega-4 Sorors  
Epsilon Iota Omega-4 Sorors  
Epsilon Omega-20 Sorors  
Epsilon Omicron Omega- 7 Sorors  
Epsilon Pi Omega-5 Sorors  
Epsilon Sigma Omega- 1 Soror  
Epsilon Upsilon Omega- 3-Sorors  
Eta Omega Omega-1 Soror  
Iota Alpha Omega-3 Sorors  
Iota Gamma Omega-15 Sorors  
Iota Epsilon Omega-1 Soror  
Iota Lambda Omega-4 Sorors  
Iota Tau Omega- 3 Sorors  
Nu Zeta Omega-1 Soror  
Omega Eta Omega-1 Soror  
Omega Omega- 20 Sorors  
Omega Psi Omega- 1 Soror  
Omicron Gamma Omega- 1 Soror  
Omicron Xi Omega- 1 Soror  
Omicron Upsilon Omega- 1 Soror  
Phi Beta Omega-3 Sorors  
Pi Iota Omega-5 Sorors  
Pi Kappa Omega- 1 Soror  
Pi Mu Omega-5 Sorors  
Pi Phi Omega-4 Sorors  
Pi Pi Omega-2 Sorors  
Pi Psi Omega-1 Soror  
Pi Theta Omega-1 Soror  
Psi Epsilon Omega- 1 Soror  
Psi Lambda Omega- 1 Soror  
Psi Omega- 1 Soror  
Rho Gamma Omega-2 Sorors  
\* **Rho Kappa Omega-1 Soror**  
Rho Theta Omega-2 Sorors  
Rho Xi Omega-2 Sorors  
Tau Delta Omega- 4 Sorors  
Tau Omega 5- Sorors  
Tau Xi Omega- 1 Soror

Theta Epsilon Omega- 4 Sorors  
Theta Iota Omega- 3 Sorors  
Theta Kappa Omega- 2 Sorors  
Theta Omega Omega-7 Sorors  
Theta Phi Omega- 3 Sorors  
Upsilon Tau Omega-3 Sorors  
Xi Omega- 20 Sorors  
Xi Sigma Omega- 1 Soror  
Xi Zeta Omega-8 Sorors  
Zeta Nu Omega-2 Sorors  
Zeta Omega-4 Sorors  
General Members-20 Sorors

***Mid-Atlantic*** (Soror Jennifer King Congleton)

***South Atlantic*** (Soror Carolyn G. Randolph)

***Great Lakes*** (Soror Carrie J. Clark)

***South Eastern*** (Soror Mitzi Dease Paige)

***South Central*** (Soror Joya T. Hayes)

***Central*** (Soror Sonya L. Bowen)

***Mid-Western*** (Soror Twyla G. Woods-Buford)

***Far Western*** (Soror Shelby D. Boagni)

***International*** (Soror Joy Elaine Daley)

**Heritage Club Recognition** (Soror Danette Anthony Reed, First Supreme Anti-Basileus)

The Heritage Club was established in 1982 under the 20th Supreme Basileus Barbara K. Phillips as a special club of Sorors who contributes annually above and beyond the regular dues structure for program enrichment. The club was designed to support activities such as Corporate Office Operations, leadership programs, educational audio-visual aids, and other activities.

**Tribute to First Responders** (Soror Lucretia Payton Stewart, Chair and Soror Susan Johnson, Co-Chair, International Leadership Development Committee)

The Committee acknowledged First Responders for their work and services during this pandemic. The song Rise Up by Andra Day was dedicated to all the First Responders.

First Responders are a part of a collective, caring community. They continually actively promote, prepare and maintain viable course of action in lifting our

communities. They are caretakers, protectors and guiding angels who constantly assist communities in addressing and eradicating the COVID-19 Crisis.

**Report of the Executive Director** (Soror Cynthia D. Howell, Executive Director)

To quote Aristotle, “Excellence is an art won by training and habituation. We do not act rightly because we have virtue or excellence, but we rather have those because we have acted rightly. We are what we repeatedly do. Excellence, then, is not but a habit.”

- ✿ Employee Years of Service at Corporate Office are as follows: 10-19 years is 22%, 20 or more years 22%, 5-9 years is 19% and fewer than 5 years is 33%.
- ✿ Membership by 2020 was 89,233 Sorors and has now exceeded over 100,000 members.
- ✿ Corporate has updated their systems to consistently produced monthly financial statements and budget reports in a timely manner.
- ✿ Completed the Annual Audit for the year 2019 and 2021 and received an unmodified audit opinion or “Clean Opinion” for both years.
- ✿ Completed tax reports for the Corporate Office and all chapters by the federal deadlines Information Technology Department is developing a new Membership Intake Process online application process in NetForum.
- ✿ Updating our website on both the public and For Members Only section of the website. The new system the sorority will be using is Association Management System and the rollout will be in 2022.
- ✿ There are 36 staff members working at Corporate Office and they hired a Director of Communications, and she is Soror Brittany Wright. The sorority has 1,026 chapters and over 100,000 active members.
- ✿ Alpha Kappa Alpha can no longer afford to rely solely on volunteers to deliver our messages. They have enhanced the facilitates, shipping and inventory department. There has been regularly scheduled maintenance and inspections are completed.
- ✿ In 2020 the sorority has licensed over 344 authorized vendors and there are no other third-platform authorized.
- ✿ On November 13, 2020, there was a Virtual Career, HBCU Graduate School and Vendor Fair and there was 90 Employees, 16 HBCU Graduate School, 200 vendors and 8,881 members that participated.

- ✿ The Ivy Leaf is 100 years old which is our official organ of information for the sorority and publications and graphics department ensure that Fall and Spring Mailings are received timely.
- ✿ Corporate Office has been getting the job done.

**The Third Plenary Session recessed at 12:04pm.**

**PLENARY SESSION 4**  
Soror Corinne E. Rivers

Following a Musical Prelude, Soror Glenda Glover called The Fourth Plenary Session to order at 3:30pm. Soror Brenda L. G. Smith, Chair, International Day of Prayer Committee provided the Meditation.

**Report of the Risk Management Committee** (Soror Kimberly Esmond Adams, Chair)

The Risk Management Committee has worked to identify, assess, mitigate and reduce risk by providing ongoing comprehensive training at all levels both graduate and undergraduate sorors active and inactive, chapter officers, committee chairman and the general membership. The committee has also collaborated with other committees during the pandemic to identify, assess, mitigate and reduce risk associated with COVID-19 related activities and implementations. Every Soror is a Risk Manager.

**Report of the International Constitution Committee** (Soror Bonnie Washington Murdah, Supreme Parliamentarian and Chair)

The Proposed Amendments to the Alpha Kappa Alpha Constitution and Bylaws were previously distributed and reviewed. The Amendments were presented to the Boule after which voting was conducted via the Hopin poll feature. The Bylaw Amendments were presented as follows:

**Proposed Bylaw Amendment #1**

To strike out the words, "Connection Committee" and insert the words "Connection and Social Action Committee" (Connection Committee, Name Enhancement, Article 1, Boule Officers, Section 15(1), Page 15)

**Proposed Bylaw Amendment #1 received 2/3 vote in the affirmative and was adopted.**

**Proposed Bylaw Amendment #2**

To insert the words "A minimum of" in front of the word "five" in the first sentence. (Building and Properties Committee, Enables Future Expansion, Article I, Boule Officers, Section 15, Standing Committees, Page 15)

**Proposed Bylaw Amendment #2 received 2/3 vote in the affirmative and was adopted.**

Proposed Bylaw Amendment #3

To strike out the words “six other members” and insert the words “a representative from each region.” (Technology Committee, Change In Committee Composition, Article I, Boule Officers, Section 15(m), Standing Committees, Technology Committee, Page 16)

**Proposed Bylaw Amendment #3 received 2/3 vote in the affirmative and was adopted.**

Proposed Bylaw Amendment #4

To insert new Standing Committee – Risk Management (New Standing Committee, Risk Management, Article I, Section 15, Standing Committees, None)

**Proposed Bylaw Amendment #4 received 2/3 vote in the affirmative and was adopted.**

Proposed Bylaw Amendment #5

To strike out the words “unless the chapter is incorporated or otherwise freestanding” after the number “\$100,000” and before the words “unless.” Delete the word “graduate” before the word “chapter.” Make the last paragraph the first paragraph. Make the \$100,000 execution of contracts provision a separate paragraph. (Incorporation Provisions, Article II, Chapters, Section 20, Page 25)

**Proposed Bylaw Amendment #5 received 2/3 vote in the affirmative and was adopted.**

Proposed Bylaw Amendment #6

To insert (d) “An active Soror who has been a member of the Sorority for at least seventy-five years may obtain life membership by application to the Corporate Office without payment of additional fees.” (New Life Membership Provision, Article IV, Membership Status Classification, Section 9(d), Life Members, New sub-section, Page 30)

**Proposed Bylaw Amendment #6 received 2/3 vote in the affirmative and was adopted.**

Proposed Bylaw Amendment #7

To strike out “co-sponsor” and insert “recommending soror.” (Membership Intake Process, Article IV, Membership Status Classification, Section 32, Membership Intake Process, Page 36)

**Proposed Bylaw Amendment #7 was withdrawn by the Directorate and the withdrawal was approved by the Boule.**

Proposed Bylaw Amendment #8

Amendments to the bylaws shall take effect immediately following adjournment of the Boule at which they are adopted. (Bylaw Effective Date in Chapters, Article XV, Effective Date, Page 56)

**Proposed Bylaw Amendment #8 received 2/3 vote in the affirmative and was adopted.**

**Report of the Tellers Committee** (Soror Arlene Leland, Contract Review Executive Resource Support)

Constitution Amendment

To change the Term of Office for Regional Director from two two-year terms to one four-year term. (Constitution, Article VI, Regions, Section 3, Page 4)

The results of the vote on the proposed amendment to the constitution that were voted on via mail in ballot were read as follows: 4,885 Ballots cast with 1,519 votes in the affirmative, 3,311 votes in the negative, 5 abstentions, 50 invalid ballots, leaving 4,830 ballots cast excluding abstentions and invalid ballots. 3,221 votes needed for 2/3 vote.

**The proposed amendment did not receive the required 2/3 vote and was not adopted.**

**Report of the International Finance Committee** (Soror Gayle Miles-Scott, Supreme Tamiouchos and Chair)

The 2019 Audit Report was completed in the Fall of 2020 due to the pandemic and previously distributed to Chapters. The Sorority received an unmodified clean opinion for financials as of December 31, 2019, the highest opinion that can be issued by a CPA firm.

The sorority has a total of \$45million for all 8 funds with \$19.5 million in the General Operating Fund, \$35.9 in revenues, and \$9.5million in investments. There are no outstanding liabilities due to the IRS. Tax payments to be submitted to chapters in September 2021 are due January 1, 2022. Chapters are responsible for reimbursing Corporate Office any payment made to the IRS on a Chapters' behalf.

As of March 31, 2021 the revenue for all funds is \$17,953,354 with expenditures of \$5,022,529 with a surplus of revenues over expenditures totaling \$12,930,825. As of March 31, 2021, the General Operating Fund has \$22,796,453 total assets with \$1,797,046 liabilities with a total fund balance of \$20,999,407.

The proposed budget for 2022 was previously distributed to Chapters and reviewed at Regional Conferences, trainings, etc. Total projected revenues and expenditures for 2021 is \$18,013,925 and total projected revenues and expenditures for 2022 is \$17,068,085. The Sorority does not recommend an increase in dues and fees at this time.

**Motion made to adopt the proposed budget. Motion carried.**

**Report of the International Investment Committee** (Soror Karla A. Hall, Chair)

The committee oversees four (4) funds: (1) The General Fund (AKA Budget), (2) COIP (Corporate Office), (3) Life Member Fund, (4) Special Fund. As of March 31, 2021, the fund balance is \$11,001,777.

The Investment Portfolio as of March 31, 2021 is as follows: 66% in Equities, 30% in Fixed Income and Alternatives, 4% in Cash Equity as Fixed Income and Alternatives. The portfolio has increased by 16% since December 2018.

**Report of the International Standards Committee** (Soror Brenda Lewis, Chair)

The Standards Committee is charged with (1) establishing the criteria and implementing the evaluation of chapters, (2) assisting chapters in improving operations, (3) providing training of leaders and membership. The committee also develops documents to ensure that chapters are in compliance with sorority rules and procedures and complete an annual assessment and End of the Year report.



As a result of the pandemic the Sorority was forced to conduct business virtually. The committee released a guide on How to Conduct and Effective Virtual Meeting and later a Pandemic Guide to Virtual Chapter Operations. Chapter Evaluations have resumed and will be conducted electronically moving forward.

**The Fourth Plenary Session recessed at 4:46pm.**

## **PLENARY SESSION 5**

Soror Natalie Russell

The Fifth and Final Plenary Session was called to order by Soror Glenda Glover at 10:16 am whereafter Soror Jasmyne E. McCoy presided over the first half of the Session and Soror Kendall Smith (Gamma Lambda Chapter) provided the Meditation.

### **Committee Reports**

Due to time constraints, all committee reports could not be presented during Boule.

#### **Membership** (Soror Tracey Morant Adams, Chair)

Membership is focused on retention and reclamation. The 2018-2021 platform dedicated its efforts to mentorship, reactivation, reclamation, and retention. The theme Membership is Pearlfection: You Belong Here reminded Sorors that active presence matters. Through Reactivation Workplace, tens of thousands of inactive Sorors reactivated leading to the highest number of active Sorors in AKA history. The enhanced online resources, including the membership directory, Soror business directory, transfer form and end of year reporting, allowed Sorors to easily connect and reactivate and Chapters to report.

Get ready for Reactivation Day on January 15, 2022, the theme is You in 2022!

#### **Membership Intake Process** (Soror Cynthia F. Finch, Chair and Soror Yolanda Murdock, Co-Chair)

Membership is focused on recruitment. Between 2018 and 2021, 8,586 new members were welcomed into the Sorority. MIP was enhanced to be more Soror, chapter, and candidate friendly and in 2020 MIP was modified to effectively conduct MIP in a pandemic environment.

#### **Economic Impact Study** (Soror Vereda Williams, Chair)

This preliminary report reviewed the economic impact of AKA at local, regional, and international levels and presented a Soror friendly breakdown of AKA's economic impact. In 2018, Regional Conferences had an economic impact of \$41,663,000 and in 2019 an economic impact of \$40,291,000. The national value of each volunteer hour is \$28.54. In 2018, AKAs volunteer hours economic impact totaled \$32.9 million and in 2019 hours totaled \$72.6 million.

The total economic impact for 2018-2020 totaled \$581.4 million with the North Atlantic Region leading the regions with \$126.2 million.

**Pandemic Task Force** (Soror Joy Elaine Daley, Chair and Soror Kimberly Esmond Adams, Co-Chair)

On December 31, 2019, Covid-19 struck our nation and in March 2020 self-quarantine and social distancing was mandated globally. All AKA in-person activities ceased. The Pandemic Task Force was created on March 21, 2020, and since its inception focused on communication with Chapters and Sorors, conducting effective chapter operations, updating notification protocols, collecting data, and ensuring Sorors were taking care of themselves and their families during the pandemic. The Pandemic Task Force created the Pandemic Guide to Virtual Operations and hosted four virtual town halls and a virtual ecumenical service where Sorors were reminded that “Our God is Bigger than Our Storm”.

The Covid-19 Vaccination Survey was distributed in 2021, and 93% of the Sorors who submitted the survey indicated they were fully vaccinated and 80% stated they feel comfortable returning to in-person considering CDC guidelines and vaccination status.

**Disaster Relief Task Force** (Soror Jasmine Adkins Moore, Chair)

The Disaster Task Force focused on providing chapters suggestions and tips on how to prepare for and react to weather and non-weather-related events. The most notable achievement was the Task Force’s ability to mobilize quickly around disasters as they happen. Between 2018 and 2021, the Task Force assisted 25 Sorors with the effects of tornadoes and hurricanes. To date, the Task Force collected \$129,511 in donations for relief through member only store.

**Building and Properties** (Soror Patricia Booth Magee, Chair)

Maintain AKAs property at Chicago headquarter and inventory property ownership. Building & Properties tutorial listing 50 properties owned by chapters, NAR owns 4 properties.

**Leadership Fellows** (Soror Elicia Pegues Spearman, Chair and Soror Linda Gaines Brooks, Co-Chair)

The purpose of Leadership Fellows is to provide outstanding career, personal and AKA leadership training. Over the past three years, there were 150

Undergraduate leadership fellows. The EAF Leadership Fellows Endowment Fund reached the \$15,000 mark and surpassed the \$20,000 requirement to reach endowment status.

**Specialty License Plates Committee** (Soror Vanesa Caston LaFleur, Chair)

The Committee was established to report on the AKA plates nationwide and determine how funds were used in each state. There are currently 24 states in 8 regions with statutes that permit the use of specialty license plates. In most states, the funds from the specialty license plates are donated to non-profits.

**Resolutions** (Soror Valarie A. Hill, Chair)

Resolution 1: Police Reform demanding a change in police tactics urging US Senate to pass George Floyd Justice and Policing Act of 2020.

**Accepted by unanimous consent.**

Resolution 2: Racism & Violence as Public Health Crisis declaring racism and violence as public health crises.

**Accepted by unanimous consent.**

Resolution 3: LGBTQIA reaffirming its opposition to unfair treatment to members of the LGBTQIA community.

**Accepted by unanimous consent.**

Resolution 4: Voter Suppression opposing disenfranchisement of black and brown communities.

**Accepted by unanimous consent.**

Resolution 5: Vice President Kamala D. Harris celebrating the accomplishments of Soror Kamala and supporting the Biden-Harris administration.

**Accepted by unanimous consent.**

Resolution 6: Philadelphia and New Orleans Host Chapters recognizing the host Chapters of Boule and Leadership.

**Accepted by unanimous consent.**

Resolution 7: Supreme Basileus Glenda Baskin Glover congratulating and saluting Madame Supreme Basileus' leadership efforts and historic accomplishments.

**Accepted by unanimous consent and with the highest commendations.**

### **New Business**

**Time and Place Committee** (Soror Tiffany Moore Russell, 70<sup>th</sup> Boule Chair)  
Boule 2022 will be held from July 10-15, 2022 in Orlando, Florida.

**70<sup>th</sup> Boule Invitation** (Orlando Hostess Chapters)

A welcome video was played inviting Sorors to attend Boule 2022 in Orlando, Florida.

**Announcements** (Soror Glenda Glover, Supreme Basileus)

- ✿ The committee is reviewing cities for a post-Boule trip.
- ✿ The Sorority will partake in the Mississippi Health Project Part 2 in October 2021.
- ✿ National Founders' Day will be celebrated in-person in Washington, DC on January 14-15, 2022.

**Closing Remarks and Boule Adjournment** (Soror Glenda Glover, Supreme Basileus)

Soror Glenda Glover provided closing remarks.

**The 69<sup>th</sup> Boule Part II was adjourned at 12:14 pm**

Respectfully Submitted,

*Corinne E. Rivers*

Soror Corinne E. Rivers

*Natalie Russell*

Soror Natalie Russell

*Dawn S. Spencer*

Soror Dawn Spencer

*Sallie Brown*

Soror Sallie Brown

*AR*

Soror Ashley Rogers

*April Michelle Valmont*

Soror April-Michelle Valmont

*December Moore*

December Moore (Jul 16, 2021 13:15 EDT)

Soror December Moore











# Joint Boule Report

Final Audit Report

2021-07-16

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By:	Corinne Rivers (briv463@gmail.com)
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## **Standards: Preparing for Electronic Success**

Soror Corinne E. Rivers

To prepare for a successful Electronic Evaluation, Rho Kappa Omega Chapter must uphold the standards of excellence in electronic record keeping as set forth by the International Standards Committee with guidance from the Regional Standards Committee to be applied by the Chapter's Standards Committee. The years to be evaluated currently are 2019, 2020 and 2021. If information is missing, document the reason in the evaluation.

### **Role of the Chapter Standards Committee**

To ensure adherence to established guidelines for effective chapter operations as described in the Alpha Kappa Alpha Sorority, Incorporated® Constitution and Bylaws, Manual of Standard Procedure, and the Standards Resource Guide: A Guide for Effective Chapter Operations.

### **Role of the Standards Chairman**

To share Standards requirements with the Chapter, coordinate Standards workshops for the Chapter, ensure retention of records in accordance with Sorority Guidelines, ensure completion of the Annual Chapter Records Certification Form (Certified by the Basileus), and facilitate the preparation of all required documents during an evaluation.

### **Steps in Completing the Electronic Evaluation Process**

An electronic evaluation may be initiated by the Supreme Basileus, the Regional Director, or by request of a chapter through the Regional Director. Chapters will be notified 45 days prior to the evaluation to include the years to be evaluated and the date the documents should be ready for review.

### **Examples of Documents to be Provided**

- ✿ Vouchers/Receipts
- ✿ Signed and dated Chapter Minutes (Basileus and Grammateus)
- ✿ Chapter Annual Budgets
- ✿ Proof of completed internal and external audits
- ✿ Bank Statements
- ✿ Canceled checks or printed canceled checks from an online account
- ✿ Pecunious Grammateus' records

- ✿ Proof of chapter tax payment
- ✿ Copies of Chapter Remittance Summary Forms
- ✿ Chapter Meeting Agendas
- ✿ Copy of Chapter Bylaws approved by the Regional Director
- ✿ End of Year Reports
- ✿ Founders' Day Programs (color copies)
- ✿ Copies of Registration Forms from Conferences
- ✿ Documentation of notification of IBTW to the Corporate Office

### **Electronic Storage**

Provides a quick and efficient process for record retention of chapter files and documents. Cloud based storage preferred (Microsoft 365-One Drive, Dropbox, Google Drive, iCloud, Box) to share documents with the Standards Representative who will assign material review to members of the Regional Standards Committee. Results to be sent in a Summary Report to Regional Director at least 30 days after the evaluation.

### **Main File Folder**

✿ Name: Year \_ Chapter \_ Region (2021\_ Rho Kappa Omega\_North Atlantic)

✿ 6 subfolders

1. Duties and Powers of Chapters
  - Chapter Bylaws Submitted to RD
  - Confirmation of Bylaws Approval by RD
  - Chapter program and activities with descriptions
  - Copies of Committee Reports
  - Copies of AKA proposed Bylaw recommendations
  - Signed Soror Code of Ethics
  - Attendance at Conferences by Delegates
2. Chapter Officers and Duties
  - Copies of Chapter End-of-Year Reports
  - Chapter Self-Assessments
  - List of Chapter Officers (as submitted to Corp. Office)
  - All Chapter Meeting Minutes
  - Verification of Chapter Members Receipt of Bylaws
  - Copies of Graduate Advisors Certification
  - Copies of Meeting Agenda
3. Joint Meetings of Chapters

- Workshop Minutes with Undergraduate Chapter
  - Flyers from joint activities
  - Screenshots from virtual meetings
  - Attendance Rosters
  - Examples: Joint Founders' Day Celebration, Graduate Celebration, Transfer Signing Day Celebration
4. Chapters Incorporating Separate Entities
- Copies of Purchase Records for Property
  - Copy of Contracts Greater than \$100,000
5. Finances
- Workshop Attendance for Finances
  - Payment of Individual Member and Chapter Annual Per Capita Tax
  - Chapter Audits
  - Detailed Chapter Financial Procedures
  - Certificates of Financial Certification Training
  - Vouchers
  - Receipts
  - Proof of 2 Signature on check
  - Copy of the bond
  - Copies of bank statements
6. Emblems, Badges, Colors
- Founders' Day Program (Color Copies)
  - Color Copies of Programs and Pictures from Chapter Public Events
  - Ivy Beyond the Wall forms submitted to Corporate Office

*\*inside subfolders, label each document to describe year and content*

### **Evaluations Rating Scale**

4 means "Exceeds Requirements" (greater than 90%)

3 means "Meets Requirements" (80%-89%)

2 means "Needs Improvements (70%-79%)

1 means "Not Satisfactory" (less than 70%)

### **Tips for a Successful Evaluation**

🌟 Don't wait until the last minute.

🌟 Make sure all items on the list of documents are included even if you place copies in numerous subfolders.

- ✿ Determine which chapter members should assist with the process of uploading files.
- ✿ Organize your files.
- ✿ Include copies of all certification training.
- ✿ Enlist officers and committee chairman to upload their files to the correct subfolder.
- ✿ Upload copies of badges/transcripts for all delegates from all conferences and include in Duties and Powers of Chapters subfolder.
- ✿ Upload dated and approved copies of the minutes and reports to the correct subfolder. No need to scan or take pictures.
- ✿ Upload photos of the minutes binder and all AKA Resource documents stored in the chapter files.
- ✿ Organize your check list and thoughts.
- ✿ Make sure copies of all sorority related activity flyers show the use of the colors pink and green (not black and white copies).
- ✿ Enlist chapter members to review uploaded files as defined on your checklist.
- ✿ It is better to upload every document in the appropriate subfolder you think needs to be reviewed, even if not on the list.
- ✿ Upload all IBTW submission forms sent to Corporate Office.
- ✿ Copies of all End-Of-Year Reports should be uploaded to the Duties and Powers of Chapters subfolder (see next page for list of End-of-Year reports to be uploaded).
- ✿ Upload documentation of submitted End-of-Year Reports.
- ✿ Enlist chapter members to verify all uploaded files are ready to be submitted.
- ✿ Submit your chapter evaluation files to the Regional Representative and a copy to the Basileus.
- ✿ Make sure the sorors working with you are dependable, pay attention to detail, adhere to your timelines and are available to help.

### **End of the Year Reports**

Annual report of program activities, chapter finances and operations to maintain a complete printed copy in chapter files and put a copy in Duties and Powers of Chapter subfolder.

*11 Reports are due by December 31<sup>st</sup> and no later than February 1<sup>st</sup>*

1. Budget (incoming year)
2. Undergrad Sorors Graduating

3. Financial Operations (Current year)
4. Connections
5. W-9 Summary
6. Membership
7. Program Activities
8. Archive Activities
9. Standards
10. Hotel Expenditures
- 11. Foundation/Incorporated Entity/Not for Profit**

## Chapter Leadership Training Modules

Soror Corinne E. Rivers

The Mission of the Leadership Development Committee is to develop a cadre of committed, exceptional leaders on the Chapter, Regional and International levels. The Goal is to create chapter leadership development programs designed to create a pipeline of qualified leaders that will be prepared to lead, transform, and succeed.

AKA University engages Sorors from entry level to executive level of the Sorority. Removes barriers and provides accessible, valuable, and transferrable leadership development programs. Provides an excellent learning opportunity. Offers convenient access to the opportunity to make a difference and is designed to encourage and empower Sorors.

Chapters are encouraged to develop a Leadership Development Committee to set out a clear path to leadership advancement/succession plan, gain clarity on complex topics, make long-term goals achievable, uncover areas for leadership opportunity, build and strengthen individual leadership abilities, expand Sorors' confidence in conflict resolution, inspire chapters to motivate Sorors, and establish a program that allows Sorors to align personal values with organizational values.

AKA training is ongoing and includes retreats, chapter meeting, leadership committee, and certifications at regional workshops, boule workshops, leadership workshops and cluster workshops. Instructional delivery includes virtual learning, blended learning online and face-to-face instruction, e-learning, webinars, remote blended learning, self-pace modules, online leadership courses, leadership power-point modules, social media, leadership validated assessment tools, roundtable discussions and leadership videos.

Tracks include General Leadership, Sorority Programs, Undergraduates, Executive Leadership. Chapters are encouraged to establish a leadership development committee, review the leadership development guide, review modules/dashboard, conduct a training need survey, develop a training plan/calendar, implement evaluation program, apply for regional leadership award, and attend Boule.

## Presenting with Ease

Soror Corinne E. Rivers

Public Speaking is important to clarify message, connect with people, improve leadership possibilities, maximize influence, increase ability to drive change. Consider your audience, who will hear you (gender, ethnicity, age, other factors), who will host (corporate, church, youth, sorority), what are they there, find common ground.

Knowledge increases confidence, maintains interest, do the research because the message matters. In determining approach consider whether manuscript, memorized, extemporaneous and impromptu methods are best. Embrace your style, humorous, serious, passionate, music, spoken word, call and response. Consider audience and engagement and watch your time.

Develop a speech structure that works for you but remember a few lines (outline, headline, front line, sidelines, bottom line). Work the nerves, don't let the nerves work you (breathe, eat/drink, prepare/organize, practice, find a muse, listen to yourself (literally), channel the energy, visualize your success, just do it).

Tap into resources (toast masters, the public speaking project, ted talks, linked in and other professional sites).

"It is not the intelligent woman v. the ignorant woman; nor the white woman v. the black, the brown, and the red, it is not even the cause of woman v. man. Nay tis woman's strongest vindication for speaking that the world needs to hear her voice."

~ Anna Julia Cooper

## **National Associations of Parliamentarians (NAP) Prep Course**

Soror Natalie D. Russell

This training was designed for Sorors with a desire to gain additional knowledge about parliamentary procedure or those Sorors who plan to take the NAP membership examination proctored by Alpha Kappa Alpha Sorority, Inc. members during the month of July. In preparation for the course, Sorors were encouraged to read RONR in Brief 3<sup>rd</sup> Edition, chapters 1- 11 and review the NAP Membership Study Guide. At the end of the course Sorors took a 20-question practice exam.



## Sanctions

Soror April-Michelle Valmont

- ✿ Guidelines will be published and sent to chapters in the fall mailing
- ✿ Use table of infractions from Constitution & Bylaws & Manual of Standard Procedure
- ✿ Regional Directors have freedom to impose other sanctions in keeping with guidelines
- ✿ Hazing Vs. Non-Hazing Infractions
- ✿ Hazing = but not limited to - hitting, etc or threatening bodily harm when acting in capacity as a soror of AKA for the purposes of shame, humiliation, intimidation, etc at ANY stage of the “pledging” process. Can also include forcing others to eat/consume. Usually associated with MIP but not limited.
- ✿ Modified version of general sanction requirements/provisions for removal from office should be included in bylaws
- ✿ Sanctions are PROGRESSIVE - Step 1 generally training/mentoring, Step 2 - generally withdrawal of individual privileges, Step 3 - generally RD gets involved

1. Chapter officer (not MB) does disregards procedures
2. MB disregards procedure
3. Member disregards procedures and rules
4. Officer/chairman does not report or turn over records in time
5. Chapter does not file annual report - can lead to chapter suspension including prohibition from holding chapter meetings & attending social events, even for other chapters
6. Member does not meet financial obligations of chapter or national body
7. Embezzlement up to 5k - repayment, 12 months WOP & up to 1 year suspension and 1k fine. If indebted, soror barred from financial positions
8. Embezzlement between 5k-25k - 1 year suspension, 1k fine, full restitution. If not met, extra 3 years & possible expulsion. Barred from financial positions
9. Embezzlement 25k + - 3 years suspension, full restitution, 2500 fine due in 3 years. If not met, RD may recommend expulsion. Barred from financial positions
10. Conflict of interest financially - WOP, then add 1k fine, then suspension.  
\*This is a basic requirements for non-profits\*

11. Disregard for social media and logos, trademark rules and non-hazing risk management. 3rd time = fine
12. Stepping w/o permission = first WOP, then 1k fine
13. Unauthorized communication in name of AKA by a MEMBER = WOP 90 days
14. Unauthorized communication in name of AKA by a CHAPTER = WOP 90 days + AND training
15. Destruction of sorority property - 1 year suspension and 1k fine
16. Falsifying documents - 1 year suspension

Questions -

What is “not fulfilling financial obligations of chapter or national body” - is this the same as not paying dues/becoming inactive?

- Can go further than not paying dues. IE you submitted a check for tickets that didn't clear that is a form of indebtedness. Can apply to any situation where funds are involved and remain outstanding.

Grad members involved in hazing involving undergrads

- removal from office, suspension, possible expulsion

Different possible sanctions for grad advisors involved

## International HBCU Task Force Committee

Soror April-Michelle Valmont

Presented by Soror Emily Dickens - Multiple HBCU grad from North Carolina

### Giving to HBCUs

- EAF is a 501(c)(3) which gives a tax benefit to the donator
  - Largest minority and women run foundations in the US!
- Chapter Committees
- Chapter/Soror Support
  - \$35 per active soror over four years = goal
  - [aka1908.com/hbcus/donate-hbcu](http://aka1908.com/hbcus/donate-hbcu)
  - TEXT AKAHBCU to 44321
  - Email copy of text to give confirmation to [akaeaf@akaeaf.org](mailto:akaeaf@akaeaf.org) for credit!
- Outside Engagement
  - Donation Submission Form or Individual Contribution Form
    - If non-affiliated person submits check, put the name of the chapter or referring soror in the memo line of the check
- EAF has maybe 5 or 6 people on staff!!!
- Corporate Match
  - EAF does not initiate the process!
  - Employer must confirm that EAF is a recipient of charitable match
  - Employer will provide EAF with a form to verify the original employee gift

### Important Dates Upcoming!

- Pink Diamond Winners will be announced at 2022 Boule (Orlando)!
- Last HBCU impact day of administration coming up! (9/20/21)
  - Make sure chapter/chapter foundation funds are budgeted and ready to be send to EAF by 9/15/21
  - Use any extra program funds for this!
  - Plan a major fundraiser
  - Remind chapter and general members to make their personal \$35 donation on impact day. If sending by mail, send by 9/15/21.
- Push for corporate gifts in December before end of the year!

- Use Giving Tuesday to fundraise for HBCUs

#### Marketing/Promoting HBCUs: You are the Message

- Identify successful HBCU graduates in your chapters and communities!
  - Tell stories in newsletters, websites and social media accounts
  - Make these members the face of your HBCU Impact Day Fundraising plan
  - **Conduct workshops on mentoring and sponsorship with audiences ranging from CAP-age students to working professionals**
- Target employers of HBCU graduates in your chapter and community
  - Donations
  - Fundraiser for endowment
  - Promote giving to the AKA HBCU Endowment
- Identify and connect with IDEA (Inclusion, Diversity, Access) professionals
- Target local employers who have publicly announced IDEA initiatives

#### Questions

What are pink and green diamond statuses?

## Role of the Regional Director

Soror April-Michelle Valmont

### Presented by Soror Carol Dixon and Soror Katina Semien

#### Code of Conduct for Directorate Members

- Read documents completely through.
- Working together is important
  - “We are one.”
  - You cannot share your personal opinion on a decision you do not agree with
  - Accountability
  - Stay the course even when you don’t get your way
- Have time to devote
  - A supporting village is important! Family, friends, etc
  - Juggling other responsibilities and work/professional life
- AKA is a multi million dollar organization - fiscal responsibility is huge
- One cannot use board position to benefit themselves personally or campaign for future roles one may aspire to
- Keeping confidence

#### Fiduciary Responsibility

- If you are not good with numbers, beware. Pick a **STRONG** regional tam.
  - Regional tam should not be just your friend. It needs to be someone who you trust, someone who will hold you accountable and someone who will not steal the money.
  - Must attend regional director orientation training at corporate office in the fall and must also sign documents
- Regional Directors may have to take the fall if something goes wrong financially within the sorority
- Maintain integrity in all financial matters
- Keep **ALLLLL** receipts, even if for \$25
- **BUSINESS** decisions

#### Regional Operations

- Regional Office
  - Determine a location.
  - May not be best to run business out of one's personal home.
  - If using a home office, consider using a PO box to receive mail!
  - Do what's best for you!

- Regional Team
  - Selection of Team
    - Start thinking about your team WELL in advance!
    - It's not your friends. They may be sorors that you don't even know! Sorors may be recommended from other sorors.
      - Look across the region
      - The RD may receive criticism if the team is only from the RD's chapter or friend group!
      - Choose sorors to help you shine!
      - They may not have supported you but are the best at what they do!
      - Choose sorors who will tell you when you're wrong!
- Communication
  - Respond to emails within 24-48 hours max!
  - Sorors have high expectations for response time!
  - Following up is key
  - Regional websites and social media need to be on point
- Chapter Management

## Membership

- MIP
  - Undergrad
  - Grad
  - RD is responsible for approving EVERY candidate for membership into AKA!
    - Be FIRM in your decisions!
    - KNOW your documents
    - When you make a membership decision do so based on what's best for AKA
  - A strong MIP teammate is essential! To process paperwork
    - Must be detail oriented and understand the MIP process well
- Interest Groups
- Chartering Chapters
- Lifelong Membership

## Sisterly Relations

- Sisterliness and respect "And with a smile"
- Model appropriate behavior. You are a role model.

- Think of your founders and your leaders!
- The region will LOOK LIKE YOU. (As will a chapter)
- The rule for attire is to look like your Supreme.

### Conference Planning

- RD plans Undergraduate Round-Up, Clusters, Regional Conference, Founders Day\*
  - This is potentially 50% of the role
  - Pick strong conference chairmen and co-chairs who can execute your vision
- Manage planning process
- Supervise planning team
- Manage conference budget and finance
  - Your balance will not magically be cleared
  - You do not want to be displayed as in the negative
- Juggling business and entertainment

### THE REAL DEAL

- It looks glamorous but its not
- It's extremely time consuming and encompasses your entire life.
- You do not get paid to be an RD but you WILL spend your own money.
  - There is a stipend to manage regional offices
  - There is no reimbursement for what you spend of your own as RD.
  - Even the directorate doesn't get paid.
- Even in the midst of chaos you always have to put a smile on your face, play the role, and present yourself.
- When you see an RD, know that it isn't all easy.

RDs receive a binder/handbook with information on the role at orientation.



*National Pan-Hellenic Council, Incorporated*  
*of Hudson County*  
**BYLAWS**

**PREAMBLE**

We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there are certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Bylaws and National Pan-Hellenic Council, Inc. Constitution and Bylaws.

**ARTICLE I – NAME**

The name of this group shall be known as the National Pan-Hellenic Council, Inc. of Hudson County hereinafter known as the NPHC of Hudson County

**ARTICLE II - MEMBERSHIP**

**Section 1.** Affiliate Membership. Affiliate membership in the NPHC of Hudson County shall include any chapter of Alpha Kappa Alpha Sorority, Inc., Alpha Phi Alpha Fraternity, Inc., Delta Sigma Theta Sorority, Inc., Zeta Phi Beta Sorority, Inc., Iota Phi Theta Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Sigma Gamma Rho Sorority, Inc., Phi Beta Sigma Fraternity, Inc., and Omega Psi Phi Fraternity, Inc., whose charter resides in Hudson county.

**Section 2.** NPHC of Hudson shall be comprised of representatives of at least two affiliate members. If NPHC of Hudson County has fewer than two affiliate members participating, it must request and receive special dispensation from the Executive Director, to function in a given fiscal year.

**Section 3.** Multiple local chapters of one affiliate member may belong to the NPHC of Hudson County.

- A.** Each chapter of a member organization may have up to 3 representatives who can attend the meetings of the council
- B.** Each chapter of a member organization will be recognized, but each member organization, regardless of the number of chapters or representatives, will receive one vote
- C.** Member organizations that have more than one chapter active must decide how to select the voting representative for their member organizations.
- D.** The designated voting representative must be identified at the first meeting of the fiscal year

**Section 4.** A local chapter of an affiliate member may only hold membership in NPHC of Hudson County.

**Section 5.** The members of NPHC of Hudson County shall be comprised of representatives of chapters that are financial and active with their respective national affiliate organization and whose respective national organization is a financial member of the NPHC, Inc.



## **ARTICLE III – ELECTED OFFICERS**

**Section 1. Elected Officers** - The elected officers of the NPHC of Hudson County shall be the President, Vice President, Secretary, Financial Secretary and Treasurer.

### **PRESIDENT**

The President shall:

- preside at all regular and special meetings of the NPHC of Hudson County;
- not be affiliated with the same chapter as the Treasurer and be bonded
- appoint all committee chairpersons and officers being replaced outside of their term expiration.
- serve as an ex-officio member of all committees, with the exception of the Nominating committee;
- approve all vouchers for expenditure of budgeted funds;
- sign all contracts and correspondence sent on behalf of the NPHC of Hudson County;
- serve as the lead council delegate at conferences or appoint a representative to attend in the President's absence;
- compile and submit an annual report to the Council with the assistance of officers and committee chairpersons;
- shall perform all duties required of the office.
- Ensure that all meetings are conducted with compliance to Robert's Rules of Order
- Declare who is elected after proper voting has been conducted and tallied by the designated tellers during the election cycle.

### **VICE PRESIDENT**

The Vice President shall:

- assist the President in the performance of their duties
- preside in the absence or incapacitation of the President.
- serve as the Chairperson of Program Planning (Community Service)
- coordinate and implement national programmatic thrusts under the advice NPHC of Hudson County.
- be responsible for coordinating all Community Service activities and for recommending standard procedures for event sponsorship or co-sponsorship of NPHC of Hudson County.

### **SECRETARY**

The Secretary shall:

- assist the President in the performance of their duties
- attend all meetings of the NPHC of Hudson County and maintain attendance records of all meetings/events
- secure meeting rooms for executive board and general body meetings
- keep a true and accurate record of the proceedings of the General Body and Executive Board meetings;
- take the minutes of all regular meetings of the council, special meetings, and executive board meetings
- file and preserve all important records, documents, reports and communications;
- collect and compile historical data pertaining to the NPHC of Hudson County; have custody and supervision of chapter property, transport chapter banners to and from meetings and activities; maintain record of property and location of such; submit a copy of the record to the President at the end of the year.

## **TREASURER**

Treasurer shall

- Not be affiliated with the same chapter as the President;
- Be bonded and receive all monies from the Financial Secretary
- Deposit all funds in the NPHC of Hudson County designated account within 7 business days of receipt;
- Present financial records for audit by the council at the end of the fiscal year every 2 years.
- Keep correct and complete records of accounts,
- Show accurately the financial condition of the NPHC of Hudson county;
- Submit a written report at each monthly meeting or whenever requested by the NPHC of Hudson County President ; sign and issue checks for which properly signed vouchers have been received;
- Submit books, vouchers and receipts to the Audit Committee annually;
- Serve as one of the two signatures on expense vouchers;
- Serve as Chairperson of the Budget and Finance committee

## **FINANCIAL SECRETARY**

Financial Secretary shall:

- Be responsible for the collection of all Council funds and be bonded
- Assist the Treasurer with the preparation of financial reports;
- Attend all meetings of the NPHC of Hudson County
- Serve as one of two signatories on expense voucher;
- Provide appropriate receipt(s) to affiliate chapter delegate for all monies collected;
- Collect a receipt when providing funds to the treasurer

**Section 2. Voting** - Each active affiliate organization shall be entitled to one vote per organization on all policy and organizational decisions. Each organization's vote will be given by their designated representative for that organization. Elected officers are not representing their chapter and thusly not entitled to a vote.

## **ARTICLE IV – APPOINTED OFFICERS**

**Section 1.** The appointed officers of the NPHC of Hudson County shall be the Parliamentarian, Media, Marketing and Technology Chairperson and Chaplain

### **A. PARLIAMENTARIAN**

The Parliamentarian shall

- Assist the presiding officer in the interpretation of the Council bylaws, National Pen-Hellenic Council, Inc. Constitution and Bylaws
- Have present a current copy of the NPHC Constitution and Bylaws and the council Bylaws at all scheduled meetings
- Conduct and tally chapter votes;
- Assure that all meetings are conducted in accordance with Parliamentary procedure;
- Serve as chairperson of the Bylaws and Nomination Committees and convene a Bylaw committee
- Send a copy of the responsibilities of the elected officer for which persons were nominated along with a letter asking if they are willing to run, and serve if elected to that office, to all nominees.

### **B. MEDIA, MARKETING AND TECHNOLOGY CHAIRPERSON (known herein as MMT)**

The MMT Officer shall

*Communications*

- Have responsibility for mass media communications and technology
- Maintain the public image of NPHC of Hudson County with a committee to support such activities via print, broadcast and/or social media
- Notify members of all newsworthy activities of the NPHC of Hudson County
- Provide a yearend report of all public relations activities.

*Technology*

- Shall create and supervise the NPHC of Hudson County website and maintain the website in accordance with acceptable use internet best practices
- Keep the website current and relevant to ongoing and potential traffic (internally and externally)
- Remain in contact with the MMT Communication committee and Secretary to manage an online master calendar of programming dates, pictures, press releases, etc

### **C. CHAPLAIN & SERGEANT OF ARMS**

The Chaplain shall:

- Conduct activities of devotion, invocation, meditation and other such activities at all regular meetings and other NPHC Of Hudson County special activities as assigned;
- Distribute a monthly inspirational message to the general body;

- Perform courtesies for the council (such as gestures of sympathy, purchasing and sending cards, flowers, gifts, etc) when requested and authorized by the President
- Keep order during general and executive board meetings and in extreme circumstances ask the member to excuse themselves from the meeting

## **ARTICLE V – EXECUTIVE BOARD**

**Section 1.** The Executive Board shall consist of the elected officers, committee chairpersons, Chaplain, Parliamentarian and Immediate Past President. The Executive Board shall meet before the general meeting. A quorum of Executive Board shall be the President and Vice President, two (2) additional elected or appointed officers, and on Stand Committee Chairperson. A quorum of this body is set forth as member present at the time of the meeting either physically or virtually.

**Section 2.** An officer shall miss no more than three Executive Board meetings and not more than three general meetings without good cause during a calendar year.

**Section 3.** The Executive Board shall have the authority to make emergency decision and provide to the delegates in writing, notice of such decisions at the next scheduled NPHC of Hudson County. However, the Executive Board does not have the authority to alter or amend the bylaws in any way.

**Section 4.** The Executive Board shall appoint two members of the council who are not running for office to serve as tellers to count each vote during the election cycle.

**Section 5.** The Executive Board will develop the calendar and budget for the year and present it for voting at the first Council meeting of the designated calendar year.

## **ARTICLE VI – COMMITTEES**

**Section 1.** All Committees of the NPHC of Hudson County shall meet prior to the Executive Board meeting.

**Section 2.** The Standing Committees

### *Program Committee*

The Program Planning and Development Committee (Community Service) shall recommend joint programmatic thrusts, plan and coordinate appropriate projects and activities to be implemented subject to approval of affiliate chapters; develop and disseminate an Annual Program Calendar. The Vice President shall be Chairperson of the Program Planning and Development Committee.

### *Fundraising Event Committee*

The Fundraising Event Committee shall direct approved fundraising activities. This committee shall be responsible for coordinating all fundraising activities of NPHC of Hudson County. The chairperson shall serve as a standing member of the Budget and Finance Committee.

### *Finance*

The Finance Committee shall plan and recommend an annual budget subject to approval of the affiliate chapters. The budget shall be submitted in October for review and voted on in November. The treasurer shall be the chairperson of Finance committee. The Financial Secretary and Fundraising Committee shall be members of the Finance Committee.

### **NOMINATING COMMITTEE**

The Nominating Committee shall review the qualifications of all nominees for office and confirm those nominees at the November meeting. The Nominating Committee shall be responsible for ensuring that all nominees meet the qualifications for office stated in these bylaws. If a nominee for office is not deemed to be qualified, the Chair of the Nominating Committee will notify the chapters of the council and remove said nominee from the ballot.

### **BYLAWS COMMITTEE**

The Parliamentarian shall serve as the Chairperson of this committee. The Bylaws committee shall take any voted on amendments from the council and amend the Bylaws accordingly to be presented to the council for approval; align chapter Bylaws with those of the National Pan-Hellenic Council, Inc.

### **AUDIT COMMITTEE**

The Audit Committee shall conduct an internal audit of the Treasurer and the Financial Secretary and submit a written report not later than the June meeting. The audit shall consist of records from the previous chapter year. The Audit Committee will not perform an internal audit on the records for that year. A written report will be submitted by the June meeting referencing the report on the audit.

### **MEDIA, MARKETING & TECHNOLOGY COMMITTEE (MMT)**

The MMT Committee is responsible for the communications that reflect the public image of the NPHC of Hudson County to appropriate media – social media, website etc.

### **SCHOLARSHIP COMMITTEE**

The Scholarship Committee shall develop and administer an approved scholarship program.

### **SOCIAL ACTION COMMITTEE**

The Social Action Committee shall foster awareness and other concerns of the community through approved activities and events.

### **Section 2. Ad-Hoc Committee**

- a. An Ad-Hoc Committee may be appointed by the body or President to address a specific issue or activity that is not appropriate to be addressed by an ongoing Standing Committee
- b. The scope, membership, source of funding and expected duration of each such Ad-Hoc Committee shall be specified at the time of appointment
- c. The activities of an Ad-Hoc Committee are expected to be completed by the end of the calendar year of the Committee's formation, at which time the Ad-Hoc committee shall terminate.

- d. Ad-Hoc Committee term extensions will be in increments of one calendar year or less may be made by the appointing body or the President, as applicable
- e. The chair of the Ad-Hoc committee shall be appointed by the President

## **ARTICLE VII – NOMINATIONS/ELECTIONS**

- a. Anyone interested running for an office in the NPHC of Hudson County, must be financial and active with their affiliate organization and their affiliate organizations must be financial with the NPHC of Hudson County
- b. The officers shall be elected by simple majority vote. Voting shall be by secret ballot.
- c. The term of office for each officer shall be for (2) two years. Any officer shall be eligible to succeed himself/herself once in any given office.
- d. Candidates for office must be available to attend /travel to national meetings and perform duties of the office

**Section 2.** The representatives from each active affiliate chapter shall be eligible for election to office. However, two or more representatives from the same affiliate chapter shall not hold elected positions during the same term in office. In addition, representatives from the same organization even if different affiliate chapters, shall not serve as President or Vice President, during the same term in office unless otherwise no one from another organization is willing to accept the position. Each candidate must:

- 1. Have a least (1) one year of membership with his/her affiliate member organization
- 2. Have preferably served as chairperson or co-chairperson of a committee within his/her affiliate member organization for one complete fiscal year
- 3. Receive an endorsement from his/her chapter if the candidate is running for NPHC of Hudson County elected office
- 4. Candidates must give a speech not exceeding five (5) minutes of why they are qualified for the position
- 5. Any candidate for President must have served within the NPHC of Hudson County for at least (1) one year prior to their nomination

**Section 3.** At the June meeting, representatives shall elect a member from three different affiliate chapters to serve on the Nominating/Elections Committee

**Section 4.** A slate of candidates shall be presented at the October meeting. The floor will be open for nominations. Nominations will be closed at the October meeting.

**Section 5.** Election of officers shall be held at the December meeting. All voting shall be conducted by secret ballot prepared by the tellers. In the event of a tie, there will be run-off for the position.

**Section 6.** Installation of officers shall be held at the January meeting

**Section 7.** The term of office shall be (2) two years from January 1<sup>st</sup> to December 31<sup>st</sup>. An officer maybe elected to office no more than two (2) consecutive terms.

**Section 8.** In the event of an unexpired term of office of the President, the vacancy shall be filled by the Vice- President.

**Section 9.** For all other unexpired terms, the vacancies shall be filled with an appointment by the President and confirmation by the Executive Board or the Executive Board may also choose to absorb any vacated position.

## **ARTICLE VIII – MEETINGS**

**Section 1.** The NPHC of Hudson County shall meet once every month from January to December with the exception of July and August.

**Section 2.** A Quorum for the transaction of business shall consist of 50% of the active organizations being present.

**Section 3.** Regularly scheduled meetings of the council, Executive Board, committees, and special meetings are to be conducted physically or virtually. This will be decided upon and communicated by the President, or the chairperson of the committee that is conducting a meeting before that scheduled meeting.

## **ARTICLE IX – FINANCE**

**Section 1.** Chartering and dues – National Remittance of Funds

Alumni/Graduate Council dues are determined by the number of chapters affiliated with the council. The Alumni Graduate Council Dues for 1-9 Chapters = \$250.00 and the charter fee is \$100.00. The amount for each chapter will be determined by the total numbers of chapters in agreement to charter the NPHC of Hudson County.

**Section 2.** Membership Dues and Fees

The NPHC of Hudson County shall operate on a fiscal year beginning January 1<sup>st</sup> and ending December 31<sup>st</sup>. Each affiliate chapter shall be assessed membership dues of \$200.00 that shall be paid annually by the October meeting. A 30 day grace period will be granted to unpaid affiliate chapters under the November meeting. In an election year, affiliate chapters who have not paid NPHC of Hudson County membership for the ensuing year by the November meeting, shall not have any chapter representative listed on the ballot to hold elected office.

If any affiliate chapter has not paid membership dues by January 1<sup>st</sup> of the new fiscal year, the unpaid chapter will lose all rights and privileges of active member for recognized affiliate chapters of our local council.

If the affiliate chapter chooses to renew active membership status after January 1<sup>st</sup> with full payment of membership dues, the chapter through its representative will be assessed a \$25 late fee.

**Section 2.** Bonding

All officers of the NPHC Of Hudson County who handle funds shall be bonded at a level sufficient to cover the amount of funds they are expected to handle.

## **ARTICLE X – LIABILITY**

**Section 1.** The NPHC of Hudson County expressly disavows responsibility for the actions of council members that are in violation of either the letter or the spirit of the NPHC of Hudson County Bylaws and the National Pan-Hellenic Council, Inc Constitution and Bylaws.

## **ARTICLE XI – AUTHORIZATION**

**Section 1.** The President of the NPHC of Hudson County is authorized to speak on behalf of the NPHC of Hudson County local council. The President shall authorize any others speaking on behalf of the NPHC of Hudson County local council

## **ARTICLE XII – PARLIAMENTARY AUTHORITY**

**Section 1.** The latest edition of Robert’s Rules of Order Newly Revised shall govern in all matters not provided or in these Bylaws to assist in the governing of all meetings.

**Section 2.** Standing Rules will assist in the governing of all meetings.

## **ARTICLE XIII – AMENDMENTS**

**Section 1.** These Bylaws shall be amended by two thirds of the votes cast by the council members present, provided that written or electronic notice has been sent to each affiliate chapter representative and delegates at least 30 days prior to the meeting at which the vote shall be taken.

**Section 2.** Proposed amendments must be submitted electronically or in writing to the President who will provide the proposed amendments to the Secretary. The Secretary will distribute to all members of the council. Proposed amendments shall not be considered unless such amendments have been submitted in writing or electronically delivered by the Secretary to all members of the council at least 30 days prior to the meeting at which the chapter voting shall be taken.

**Section 3.** Any active affiliate chapter shall provide propose an amendment through its representative.

## **ARTICLE XIV – REMOVAL OF OFFICERS**

**Section 1.** The NPHC of Hudson County may remove any officer for conduct tending to hold the NPHC of Hudson County in ridicule or contempt or tending



to discredit the NPHC of Hudson County, provided that there is sufficient documentation of such allegations (s). NPHC of Hudson County may also remove any officer for dereliction of duty.

**Section 2.** Allegations of misconduct and/or dereliction of duty can be made by any affiliate chapter presentative or executive board member.

**Section 3.** The secretary shall provide written notice of such charges to that officer via certified and electronic mail. Such officer shall be given thirty (30) days from the date of receipt of such written charges to file a written answer with NPHC of Hudson County by sending the original answer by certified and electronic mail to the President and forwarding a copy to the Secretary.

**Section 4.** Written notice of the charges and response shall be forwarded to the Executive Board members and official delegates prior to the next regularly schedules NPHC of Hudson County meeting.

**Section 5.** A two-thirds majority of the votes cast shall be required to remove any officer or committee chairperson from his/her office.