

**CHAPTER MEETING MINUTES**

**Date: November 20, 2020**

Chapter President Paquita Mason called the Montclair Alumnae Chapter to order at 7:00pm. A quorum was present for the transaction of business. A motion to accept the agenda was made and it was properly seconded.

**President’s Report**

**National –** The National Board of Directors has called a Special Call Meeting for Voting Delegates to amend the Sorority’s Constitution and Bylaws to authorize electronic meetings of Grand Chapter. The meeting will take place November 29 at 4:00PM.

Grand Chapter has begun planning for Virtual Founders Day Event

Delta Days at Nations Capital and Delta Days at United Nations.

Tentative Dates for Founders Day 1/16/21, DD@NC is 4/24-4/26 or 5/1-5/3 and DD@UN 3/15-3/26

There is also discussion of planning Regional DIDs.

**Regional -** Soror Allen Herring is hosting Virtual Town Halls for Dears (11/10), Presidents (11/15) and Collegiate to discuss her 100 Day Plan. The 100th day is 11/16. She will answer questions submitted live during the Town Hall. I sent an email 11/9 asking for questions.

**Local-**  I am overjoyed to Welcome Soror Tameka Alsop, Chair of Fundraising and Soror Kierra Thompson, Co-Chair of International Awareness and Involvement. January Executive Board Meeting falls on January 13. I would like to move our January Ebd to Monday 1/11/21 at 6:30PM

**1st Vice President - Soror Julie Brewer**



Delta Sigma Theta Sorority, Inc

Montclair Alumnae Chapter

Program Planning and Development

Executive Board Meeting

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| ***Committee Name:*** Program Planning and Development***Committee Chair:*** Julie M. Brewer, 1st Vice President***Email:*** macdst1stvp@montclairalumnae-dst.org***Meeting Date: November 20***, **2020** ***Meeting Start:* 7:00 pm** ***Location:*** ***Virtual***  |
| ***Agenda***1. Committee Fair Survey Results/ Committee Sign Up
2. Committee Chairs info was emailed. / November calendar went out
3. Committee Communication regarding meeting dates, time etc.
4. Risk Management Volunteer Training; scheduled November 30, 2020
5. Program Planning & Development Workshop scheduled January 2021
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| ***Meeting Notes /Minutes***1. October Committee Fair Survey, positive feedback, ie; Sorors looking to join committees, learn information.
2. As a result, of the Committee Fair, approximately 50 Sorors joined committees.
3. Committee communications, please send all committee minutes, meeting dates, time and zoom information to macdst1stvp@montclairalumnae-dst.org.
4. Program Planning & Development Workshop scheduled for January 11, 2021. Due to conflict scheduling with Ex-Board new date for workshop is forthcoming.

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| *Budget Request / Adjustments \_\_ yes* ***X\_No****Executive Board/ Chapter Action Requested \_\_yes* ***\_X no*** |

**2nd Vice President – Soror Solange Davis**

Fall reclamation was a huge success. There were at least 30 Sorors who joined the zoom call and out of the 30 attendees, 10 Sorors are looking for a chapter home. The feedback for the event has been extremely positive and it looks like we may reclaim 1-2 Sorors. In recognition of November being reclamation month, chapter members are encouraged to invite a Soror to this month’s chapter meeting.

Collegiate Connection – We have a new doll who has joined our chapter, Kierra Thompson. Kierra is a recent college graduate from West Virginia University and holds a Bachelors Degree in Sports Sciences. She currently serves as co-chair for MAC’s International Awareness & Development.

Soror Spotlight – Soror Jennifer Payne-Parrish on accepting a position as Director of Medical Affairs Strategy at Ispen Pharmaceuticals. Sorors Tamiko Broadway and Renee Richardson will also be spotlighted for their promotions in the East Orange School District.

Soror of the Month – goes to Esther Kuykendoll. Soror Kuykendoll was initiated into Delta Sigma Theta Sorority, Inc. through the Pi Sigma Chapter in 2007. Since that time, Esther has been an active member supporting chapter events, chairing committees and representing Delta in the various communities she’s resided in. From the Pi Sigma Chapter to the East Kings County Alumnae Chapter and Tokyo Alumnae Chapter, Soror Esther has always prioritized Delta. Finally, finding a permanent home with the Montclair Alumnae Chapter, Esther has served as the Chair of the Elections Committee, and as an active member of the Membership and Physical and Mental Health committees.

Sorors, please email the date and chapter of initiation to me no later than 11/20. If you were initiated at MAC, please include the names of your line sisters. You can email the information to: mac2ndvp@montclairalumnae-dst.org.

The membership committee will be planning a holiday fellowship for December. Additional details are forthcoming.

**Corresponding Secretary - Soror Jayda Yizar**

1. Thank you card from Soror Cockey
2. Read the below Central Jersey Alumnae donation

On November 21, 2020, Central Jersey Alumnae Chapter (CJA) will

celebrate its 45th anniversary with a virtual gala, ***Celebrating a Legacy***

***of Service.* In lieu of an ad journal we are asking each chapter to make a donation of $75 to our virtual event**

**\*Motion was passed for $75**

3. There will be a street naming ceremony on Saturday. Honoring: Vivian Gaunt Street Naming Ceremony Mother of Soror Gaunt Butler; Saturday, November 21, 2020, at 9:00 am. At the corner of Mosswood Ave. and Tremont Ave, Orange. She was the 1st Black Councilwoman in the City of Orange.

1. Thank you to Soror Gladys Bond and Soror Doris Spivey for their lovely words of encouragement and love after I sent out my 1st update. I really appreciated your kind words.

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| **Financial Secretary – Soror Deidra Rudd**Montclair Alumnae Chapter |
| FINANCIAL SECRETARY'S REPORT |
| For Sorority Year 2020-2021 |
| Month Ended: October 31,2020 |
| Executive Board Mtg (11-11-2020)**\*Please see report in full detail listed in Portal** |
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|  | **Opening Balance (Receipts Only)** |  |  |  |  |
|  | **Year to Date September 30, 2020** |  | **$4,608.96** |  |  |
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|  | **October Activity** |  |  |  |  |
|  | Local Dues  |  |  $ 1,000.00  |  |  |
|  | National Dues  |  |  $ 1,000.00  |  |  |
|  | Per Capita |  |  $ -  |  |  |
|  | Reinstatement-National |  |  $ 25.00  |  |  |
|  | Dues-Overpayments |  |  $ 30.00  |  |  |
|  | Social Action Virtual Prayer Service |  |  $ 1,177.76  |  |  |
|  | Scholarship-Donations |  |  $ -  |  |  |
|  |  **Total Receipts for Month** |  |  **$3,232.76**  |  |  |
|  | **Year to Date Receipts October 31,2020**  |  | **$7,841.72**  |  |  |
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|  |  **Refund of Dashiki and Denim Venue Deposit**  |  $ 400.00  |  |  |
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|  | **Financial Members 116 as of 10/30/2020** |  |  |  |  |
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**Treasurer Report: - Soror Spivey**

**\*Please see report in full detail listed in Portal**

**Motions for November 11, 2020**

1) On behalf of the Budget & Finance Committee I move we increase the budget by $4037 (this money comes from increased membership for the 2020 -21 sorority year) the allocation is as follows:

* Increase of $300 to Banking Fees Line (for bank service fees)
* Increase of $12 to Post Office Box Line (for increased annual fees)
* Increase of $250 to Storage Facility Line (for the period July 1, 2020 – June 30, 2021)
* Increase of $100 to President’s Line (to reimburse for the use of Election Buddy)
* Increase of $100 to Treasurer’s line (for honorarium for upcoming QB training)
* Increase of $200 to Chaplain’s Council (for committee’s portion of speaker’s fees for Prayer Breakfast)
* Increase of $300 to National Convention (for Delegate & Alternate registration)
* Increase of $200 to Courtesy (for life occurrences)
* Increase of $200 to Membership (for upcoming events)
* Increase of $700 to Rituals & Ceremonies (to replace ceremonial robes)
* Increase of $100 to Founders Day (for Chapter’s Founders Day activity)
* Increase of $1000 to Delta GEMS (for 2020-21 programming)
* Increase of $200 to Economic Development (for 2020-21 programming)
* Increase of $150 to International Awareness & Involvement (for 2020-21 programming)
* Increase of $100 to Scholarship & Education (for 2020-21 programming)
* Increase of $125 to Social Action (for 2020-21 programming)

**\*Motion Passed to Increase the Budget by $4,037.00 via computer poll**

**PNC Bank Account - $62,574.70**

**Operating Account as of 10/30/20 ($57,486.20)**

**Scholarship Account as of 10/30/20 ($5,088.50)**

**Investment Account - $72,317.43**

**Franklin Templeton as of 9/30/20 ($54,794.61) \*\***

**Invesco as of 9/30/20 ($17,522.82)\*\***

**Total All Accounts - $134,892.13**

**\*\* Change in market value for the period Jan 1, 2020-Sept 30, 2020 - $7,453.01**

**\*\* Change in market value for the period Jan 1, 2020-Sept 30, 2020 - $2,092.70**

**Fundraising Committee – Soror Alsop**

The Fundraising Committee had a productive meeting with great ideas to raise funds for Scholarship and Fundraising.  We are hoping to collaborate on some events with other Committees and will be following up soon.  We did want to share with Sorors early that we plan on asking for Sisterly Sacrifice for Founders Day and Sisterhood Month to fund scholarship awards.  This would be a continuation of the Sisterly Sacrifice that was previously requested.  We are targeting $50 from each Soror for Founders Day and $50 for Sisterhood month.  While $50 is the target, we will accept any amount that Sorors can contribute.  Whether it is less or more, and if it may need to be a different timing.

Are you a member of NABA, the National Association of Black Accountants?  Do you have a relationship with someone who’s a member of NABA?  The firm that Soror Jacquelyn Brandon works for is looking to establish a relationship with NABA for talent acquisition opportunities. If you can help with connecting Jacquelyn with NABA, please reach out to her.

**Information & Technology – Soror Collins**

The IT team has created a request form for any IT services or assistance needed for your event(s). Please use this form to submit any request that you may need IT helps with. We ask that you submit the form two, preferably three weeks in advance to provide enough turn around time, in the event that additional changes need to be made. Please provide IN DETAIL, what you need from us. The box will be large enough for you to type as much as you need. For example, If there’s something you’d like us to post on social media, include how often you want this post, and what you’d like the verbiage to say. If we’re making a flyer, include everything necessarily needed to make whatever you’re promoting marketable to the public — description of the event, special guests, etc. Enough information so that there won’t be any questions left after reading the material. The link to this form will be in the sister portal, along with everything mentioned here to make the process easier. If you have any questions, please contact us at macdst.it@gmail.com, thank you.

**Special Projects – Soror Johnson**

Soror Johnson expressed her deepest appreciation from The Special Projects Committee to all of those that contributed to the Thanksgiving ShopRite Gift Card Project. Montclair Alumnae Chapter donated $1,560.00. The Johnson/ Williams family donated $900.00 to Toni’s Kitchen, Isiah House and Wally Choice to provide gift cards and turkeys to families in need. Total amount donated in full **$2,460.00**

**Founders Day Committee – Soror Saloman**

Founders Day is almost 2 months away. The committee is proposing to hold the MAC's Founders Day on Wednesday, Jan. 13 from 7:30-8:30 pm on Zoom. The theme is 108 Years Later: Sorors in Action Elevating Our Legacy from the Past for Today. The committee is collaborating with Economic Development, Chaplain, and Rituals and Ceremonies. We plan on highlighting Black owned businesses with Economic Development, having the Chaplain committee provide an opening prayer, and have Rituals and Ceremonies provide a poem about Delta.

 First, the committee would like to put together a slideshow of Delta Dears, MAC awards and accomplishments, and pictures from previous Founders Days. Next, we are asking members to submit a video of them doing the Founders Step. In the next MAC update, you will be provided a video to refresh your memory. If you learned a different version, please feel free to submit the one you're familiar with. Please record this video horizontally on your phone. The committee also wants to create a chapter song for MAC. We will work with Sorors with a musical background to create the song. The committee wants members to send in 1-2 lines of their favorite memories in MAC for the song. This song will also be created in anticipation for MAC's anniversary in May. Lastly, the committee is putting together a video connecting the past and present of Delta. The video will show current MAC Dolls talking to past notable members. We would like to ask for 5 Divas and 5 Delta Dear volunteers. These volunteers would record themselves reading selected quotes of notable Deltas. However, only the audio from the video will be used so please don't worry how the video looks.

We want all of this information to be collected by Wednesday. Dec. 16, 2020. The chapter can send this information to the chapter email which is macdst.foundersday2021

@gmail.com.

**Economic Development – Soror Murchison**

1.Black buying power was 1.4 trillion in 2019 according to the Selig Center for
Economic Growth which is higher than the gross domestic product of Mexico.
2. The net worth of a white family is nearly ten times that of a Black family.
3. Black’s own just 9% of the nation’s businesses.
The next Economic Development Committee will be DECEMBER 3, 2020 at 6:30
PM. Contact macdst.economicdevelopment@gmail.com for meeting zoom link.
If you have Black business that you would like to recommend to be included in our
Business Directory please forward the information to the economic development
committee email or contact Soror Yvonne Hunter who is the lead Soror for this
project. An adjunct to this directory is our support Black Business project that will
track how much we spend with Black businesses from November 1, 2020 through
January 13, 2021. Soror Odessa James is the lead Soror for this project. Our National
organization is continuing its partnership with the DFree program and our chapter
will be participating in this initiative.
addition information on how the chapter will be implementing the other components of the Financial Fortitude initiative such as financial literacy for youth,
wills/estate planning, credit health, managing student loans, entrepreneurship,
housing, and investing.
If you have an interest in any of the Financial Fortitude components and would like to join the committee or have resources to share please contact the chair .

**Ritual & Ceremonies – Soror Samuels**

Soror Samuels and her committee are happy to collaborate with the Founders Day Committee for the Founders Day program. Ideas were sent over to Soror Salomon. The committee will give you forthcoming information soon.

**International Awareness and Development – Soror Peterson**

**OUR CHAPTER’S WORLD AIDS DAY EVENT IS ALMOST 1O DAYS AWAY AND THE AGENDA FOR THE EVENT IS CLOSE TO 75% COMPLETE. THE INTERNATIONAL AWARENESS & INVOLVEMENT COMMITTEE ARE YOUR HOSTESSES.**

**THE ZOOM MEETING FOR WORLD AIDS DAY IS DECEMBER 1, 2020 AT 7 PM.**

**I AM ALSO REQUESTING YOU WEAR RED OR A RED RIBBON. ALSO, PLEASE EXTEND INVITES TO YOUR FRIENDS.**

**UNDERSTANDABLY, WE ARE ALL ANXIOUS AND CAUTIOUSLY CONCERNED ABOUT THE CURRENT PANDEMIC AND THE INCREASE IN POSITIVE COVID CASES, NEVERTHELESS, WE CANNOT ALLOW THE PANDEMIC TO OBSCURE THE URGENCY OF AIDS AWARENESS IN OUR COMMUNITIES. A DISPROPORTIONATE NUMBER OF AFRICAN AMERICAN WOMEN ARE STILL EXTREMELY VULNERABLE TO AIDS. CANDIDLY SPEAKING ANY WOMAN WHO HAS SEX CAN GET HIV, REGARDLESS OF SEXUAL ORIENTATION.**

**SORORS, INVITE YOUR DAUGHTERS, NIECES, AND INVITE THE MEN IN YOUR LIFE BECAUSE WE ARE ALL IMPACTED AND/OR AFFECTED ONE WAY OR ANOTHER ESPECIALLY WHEN ONE IN FOUR INFECTIONS HAPPENS TO A WOMAN.**

**LASTLY, AS BRIEFLY MENTIONED DURING THE COMMITTEE FAIR, THE COMMITTEE INTENDS TO SUBMIT OUR WORLD AIDS DAY STORIES TO NATIONAL HEADQUARTERS IN HOPES OF RECOGNITION AT THE UPCOMING NATIONAL CONVENTION. THE WORLD AIDS STORIES SUBMISSIONS ARE DUE MONDAY, FEBRUARY 1, 2021. IF YOU WANT TO ASSIST OR CONTRIBUTE A STORY, PLEASE FEEL FREE TO CONTACT ME.**

**Internal Audit – Soror Jennings**

***SUMMARY AUDIT REPORT (CORRECTED & UPDATED 12.05.20)***

**Review of the Financial Records**

**Montclair Alumnae Chapter**

**Delta Sigma Theta Sorority, Incorporated**

**For Period July 1, 2020 thru September 30, 2020**

The Internal Audit Committee (IAC) has completed their review of the financial records of

Montclair Alumnae Chapter of Delta Sigma Theta, Incorporated for the period of July 1, 2020

through September 30, 2020. The review included a 100% validation of bank balances,

disbursements, receipts and deposits, and membership dues collected during the period. It has

been determined that the Chapter has satisfactory financial internal controls, but the review

does not support the utilization of these controls. We give the Chapter a rating of B for this

quarter.

**Bank Balances**

● The chapter has four accounts: operating, scholarship, and two investment accounts,

Franklin Templeton and Invesco. The total in all accounts at the end of the first quarter

(September 30, 2020) is **$134,928.21**

○ Operating = $55,122.28

○ Scholarship = $7,488.50

○ Franklin Templeton = $54,794.61

■ Franklin Templeton appreciation = $5635.10

○ Invesco = $17,522.82

■ Invesco appreciation = $780.31

**Disbursements/Expenses**

● Total disbursements are as follows:

*○ Operating Account*

■ July: $2426.12 checks written from Operating Account

■ August: $330.00 checks written from Operating Account

■ September: $4285.28 checks written from Operating Account (includes

$650 wire to HQ)

● **1Q20 TOTAL: $7251.40 disbursements from Operating Account**

*○ Scholarship Account*

■ July: $0 checks written from Scholarship Account

■ August: $0 checks written from Scholarship Account

■ September: $11,500 disbursements from Scholarship Account

**● 1Q20 TOTAL: $11,500 checks written from Operating Account**

**GRAND TOTAL DISBURSED IN 1Q20: $18,541.40**

**Receipts/Income**

● The total receipts are as follows:

*○ Operating account*

■ July: $0

■ August: $1445.00

■ September: $1895.00

■ Investment accounts: 6415.41

**● 1Q2020 TOTAL: $9755.41**

*○ Scholarship account*

■ July: $4160

■ August: $0

■ September: $241

**● 1Q2020 TOTAL: $4401.00**

**○ GRAND TOTAL RECEIVED IN 1Q20: $14,156.41**

**Dues/Membership**

At the time of submitting in the Red Zone (December 1, 2020), 127 sorors are active in

Montclair Alumnae Chapter.

**Unfinished Business – Soror Patterson made the motion to give Central Jersey Alumnae $75.00 for their 45th Anniversary. Motion seconded by Soror Johnson \*Motion Passed for Central Jersey Alumnae Donation in the amount of $75.00**

**New Business - Soror Brewer wanted to add there will be a Risk Management Training on 11/30/20 from 6:30pm-8:30pm please register by 11/27/20 at macdst.rm@gmail.com**

**Announcements – None**

**Adjournment - Meeting adjourned at 8:47pm**

**LaTanya Carter, Recording Secretary**

**HAPPY HOLIDAYS SORORS!**