

Alpha Kappa Alpha Sorority, Incorporated®

Pi Omicron Omega Chapter

Monthly Business Meeting

Minutes

DATE: January 9, 2025

Meeting Number 1

Pi Omicron Omega Chapter conducted its monthly chapter business meeting on Thursday, January 9, 2025 at the John Robert Kernodle Senior Center, 1535 S. Mebane St. Burlington, NC 27215.

Basileus Linda Carter called the meeting to order at 7:02pm. Grammateus Shannon Dodd read the Alpha Kappa Alpha Sorority, Incorporated® *Social Media Policy*. Soror Carter asked for permission from the chapter for Soror Dodd to record minutes with the understanding that they will be deleted once the minutes have been voted on in the next meeting. There was no opposition to this request. Chaplain Vickie Morrow offered a prayer. A quorum was established– (x) Yes () No – with forty (40) members present at 7:08 p.m. A total of forty-one (41) members were present at the meeting. One (1) visiting Soror was present at the meeting, Soror Takesha Briggins. The attendance list is attached. Soror Carter offered greetings to the chapter with a welcome back to the chapter. She asked that we all pray for each other as we enter a new year.

ADOPTION OF AGENDA	The agenda was adopted as presented. (x) Yes () No
READING AND DISPOSITION OF MINUTES	The December chapter business minutes were approved as written. (x) Yes () No The joint POO/OE December meeting minutes were approved as written. (x) Yes () No

REPORTS OF OFFICERS	
Basileus	<p>Report Attached (x) Yes () No</p> <p>Basileus Carter reported:</p> <ul style="list-style-type: none">• Reviewed her administrative activities for the month of December which included:<ul style="list-style-type: none">○ Special meeting of the Executive Committee held on January 7th to fill officer vacancies as well as some chapter officer and committee appointments.○ Attended an officer transition webinar sponsored by the Mid-Atlantic Region.○ Attended administrative banking meetings to change over administrative responsibilities.○ Went through the Alpha Kappa Alpha Sorority, Incorporated fall mailing which contained the 2024-2026 directory of the Directorate committee and staff, the 2024 Constitution and Bylaws, and the 2024 Manual of Standard Procedure.○ Attended meetings concerning our undergraduate chapter, Omicron Epsilon.<ul style="list-style-type: none">Met with former Basileus Takesha Adekoya on December 16th via Zoom to come up with an action plan as they will be reevaluated at the upcoming cluster.<ul style="list-style-type: none">• Their action plan is due to the Mid-Atlantic Regional Office on February 15th.Met with Doctor Willie Gibson who is an ACPA for an external audit meeting.○ A new list will be provided for our chapter programs, standing, and ad-hoc committees tonight.• Basileus Carter shared her vision for the chapter and the next two years with the chapter. She quoted Proverbs 29:18 “Where there is no vision, the people perish; But he that keeps the law, happy is he”. Basileus Carter commits to leading our sisterhood by providing opportunities to communicate, connect, and collaborate

	<p>and encourages the entire chapter to do the same.</p> <ul style="list-style-type: none"> • Her full report will be posted to the chapter’s website for viewing by the membership.
<p>Pecunious Grammateus</p>	<p>Report Attached (X) Yes () No Summary of funds for December 2024 submitted and filed for audit (X) Yes () No</p> <p>Pecunious Grammateus Charmene Harris reported the following:</p> <ul style="list-style-type: none"> • Receipt of funds via cash, paper checks, and Zelle transactions, and the total funds received for the Community and Operating accounts through January 9th, 2025.
<p>Tamiouchos</p>	<p>Report Attached (X) Yes () No Financial statement for Operations and Community Service accounts for December 2024 submitted and filed for audit (X) Yes () No</p> <p>2023-2024 Tamiouchos DeShelia Watson reported the following:</p> <ul style="list-style-type: none"> • Operating and Community accounts: Beginning balance, deposits, disbursements, ending balance, and total account amounts. • Updates: <ul style="list-style-type: none"> ○ October 2024: Added revenue line # 111: <i>2026 Dues Paid in Advance</i> to account for overpayments of 2025 dues received and credited toward 2026. ○ These revisions were identified during the work of the 2024 end-of-year reporting: <p>October 2024</p> <ul style="list-style-type: none"> • Updated the Community Budget YTD report - YTD revenue line # 104 Community Assessments from \$2797 to \$2797.62 to include \$0.62 received in Oct 2024. • Corrected expense line # 404 Empower Our Families, to adjust for \$0.60 discrepancy- check #1132 CHIPP disbursement amount from \$309.70 to \$309.10, and YTD from \$ amount from \$712.74 to \$712.14. <p>November 2024</p> <ul style="list-style-type: none"> • Updated the Community Budget YTD report - YTD revenue line # 104 Community Assessments from \$4133.00 to \$4133.62 to include \$0.62 received in Oct 2024. • Corrected expense line # 404 Empower Our Families - updated YTD from \$910.07 to \$909.47 to reflect \$0.60 discrepancy for ck #1132 CHIPP disbursement - from \$309.70 to \$309.10. • The reports will be posted to the chapter’s website/Members Only Section for information following the chapter business meeting. <p>2025-2026 Ebonie Copeland reported the following:</p> <ul style="list-style-type: none"> • Attended: <ul style="list-style-type: none"> ○ Setting up Your Chapter for Success ○ Managing Effective Officer Transitions via Zoom ○ Executive Committee meeting via Zoom ○ Special Executive Committee meeting via Zoom • Met with former Tamiouchos Watson to transfer over documents and checkbooks. • Met with Basileus Carter and Basileus-Elect Pamela Truesdale to gain access to the bank accounts. • Changes to check vouchers: <ul style="list-style-type: none"> ○ Pilot for check vouchers to become electronic so that checks are available at the chapter business meeting.
<p>Graduate Advisor</p>	<p>Report Attached (X) Yes () No</p> <p>2023-2024 Graduate Advisor Shana Mebane reported the following:</p> <ul style="list-style-type: none"> • On Dec. 5th- Attended the POO chapter meeting • On Dec. 6th- Attended the POO/OE Joint Chapter Meeting • On Dec. 6th- OE Chapter Meeting w/ Officer Installation- Soror Takesha B. Adekoya,

	<p>Soror Pamela Truesdale & Soror Seanee Alexander attended this meeting.</p> <ul style="list-style-type: none"> • Graduate Advisor has given our December Graduate Gifts/ Graduation Letters- Soror Alexis Cooper & Soror Demetria Hall will walk in May. • On Dec. 12th- Met with OE to help take Toys for Tots donations center at the Salvation Army Boys and Girls Club in Alamance County- they collected over 30 toys during their Toy Drive on campus during Dec. 5th, 2024 • On Dec. 16th- Members of OE & Graduate Advisor Council met to discuss and create a reevaluation action plan for 2025 via Zoom. Thanks to Soror Takesha Adekoya for help spearheading this meeting. Thanks to Soror Seanee Alexander, Soror Linda Carter, Soror Takesha Adekoya, Soror Deshelia Watson for attending and providing guidance on helping OE chapter operations. • On Dec. 19th- Attended the Chapter Executive Board Meeting • A friendly reminder email was sent out to OE about sending their final transcripts to me so, I can begin working on grade reports before Jan. 30th, 2025. Also, a communications update about End of Year Reports and communication about MARC Registration was sent out. <p>Upcoming Actions Items</p> <ul style="list-style-type: none"> • Complete Mass Payment for OE & New Roster of Officers List for 2025 <p>Soror Mebane sends thanks to the chapter and the graduate advisor council for allowing her to serve as the graduate advisor for the 2023-2024 calendar years.</p>
Epistoleus	<p>Monthly Correspondence Log Attached (X) Yes () No Monthly correspondence distributed to appropriate points of contact: (X) Yes () No Monthly correspondence filed: (X) Yes () No</p> <p>2023-2024 Epistoleus Eleanor Scott reported correspondence received from December 19, 2024-January 9, 2025.</p>
Hodegos	<p>Report Attached () Yes (X) No</p> <ul style="list-style-type: none"> • Soror Gwendolyn Broadnax requests for members who are new to POO to provide her with contact information.

REPORTS OF EXECUTIVE COMMITTEE, STANDING COMMITTEES, AD HOC COMMITTEES	
The Disposition of the Committee Report was: A. Referred back to committee B. Postponed C. Placed on file	D. Adopted in part (explain) E. Adopted in its entirety F. Referred to another committee (explain)
Committee: <u>Strengthen our Sisterhood</u>	Disposition of Report: <u> C </u> Report Attached (X) Yes () No <ul style="list-style-type: none"> • 2023-2024 Anti-Basileus Seanee Alexander reported the following: <ul style="list-style-type: none"> ○ <u>Strengthen our Sisterhood</u>: The We Are One MLK Day of service project is scheduled for Monday, January 20, 2024, prior to the Founders' Day Luncheon. The chapter will pass out socks and personal hygiene supplies to the approximately 100 residents of Liberty Commons Nursing and Rehabilitation Center in Burlington. The address is 791 Boone Station Dr. Burlington, NC 27215. The service project will be from 10:30 AM-11:30 AM. Please assemble at the entrance to the facility at 10:30. Sorors should dress in pink and/or green suits. Please no slacks. The committee will email details to the chapter.
Committee: <u>Founders' Day</u>	Disposition of Report: <u> E </u> Report Attached () Yes (X) No <ul style="list-style-type: none"> • Soror Vickie Morrow and Soror Jinx Kenan have been appointed as co-chairs for the Founders' Day observance committee. • Founders' Day will be observed on January 20th at 12pm at Prego's restaurant, 422 Huffman Mill Road, Suite 22 Burlington, NC 27215.

	<ul style="list-style-type: none"> ○ Sorors will be able to sign up to attend the event as well as menu choices at the January chapter business meeting. ○ If you plan to attend, you must prepay no later than January 15th, 2025. The amount is \$25.00. You can pay via Zelle, cash, or check. ○ The attire is pink and green business, no slacks.
<p>Committee: <u>Standards</u></p>	<p>Disposition of Report: <u> C </u> Report Attached (X) Yes () No</p> <ul style="list-style-type: none"> ● Soror Pamela Truesdale reported the following: <ul style="list-style-type: none"> ○ 2025 is our year to be evaluated. ○ The focus for 2025 will include: <ul style="list-style-type: none"> Education Leadership and Development training Advancing the chapter's operational excellence Docu-sign pilot project <p>Her full report will be posted to the chapter's website for viewing by the membership.</p>
<p>Committee: <u>Membership</u></p>	<p>Disposition of Report: <u> C </u> Report Attached (X) Yes () No</p> <ul style="list-style-type: none"> ● Soror Rose Graves reported the following: <ul style="list-style-type: none"> ○ At the December 2024 meeting, we had four guest Sorors who have since joined Pi Omicron Omega. ○ She has contacted two more Sorors who are interested in becoming members of Pi Omicron Omega. ○ As of January 9th, 2025, nine Sorors have transferred out of Pi Omicron Omega. ○ The membership end-of-year report has been completed. <p>Her full report will be posted to the chapter's website for viewing by the membership.</p>
<p>New Business</p>	<p>Summary:</p> <ul style="list-style-type: none"> ● The 72nd Mid-Atlantic Regional Conference will be held in Richmond, VA from March 6th, 2025-March 9th, 2025. <ul style="list-style-type: none"> ○ Our delegate strength for the size of our chapter is five. Our Basileus, Basileus-Elect, and Graduate Advisor (per our bylaws) will be three of our five delegates. Our remaining two delegates were nominated and voted on by a hand-vote (41-in favor, 0-opposed). They are: <ul style="list-style-type: none"> Soror Demetria Carter Watson (Delegate) Soror DeShelia Watson (Delegate) ○ Our two alternates were nominated and voted on by a hand-vote (41-in favor, 0-opposed). They are: <ul style="list-style-type: none"> Soror Lisa Johnson-Tonkins (declined the nomination) Soror Kandis Sauls (declined the nomination) Soror Connell Burnette (declined the nomination) Soror Marian Jeffries (declined the nomination) Soror Jinx Kenan (declined the nomination) Soror Clara Foriest (Delegate alternate) Soror Marion Brown (Delegate alternate) ● Officer and Chairman appointments <ul style="list-style-type: none"> ○ Soror Jinx Kenan reported the following: <ul style="list-style-type: none"> The Executive Committee met on January 7th, 2025 to discuss the following four items: <ul style="list-style-type: none"> ● Resignations of chapter members elected to serve as Epistoleus and Graduate Advisor during the 2025-2026 term of office and Basileus appointment recommendations to fill these offices. ● Basileus appointment for the office of Parliamentarian and alternate Parliamentarian. ● Member appointments for Standing, Ad-Hoc, and Program committees. ● Presentation for a DocuSign pilot project. The officer appointments are as follows: <ul style="list-style-type: none"> ● 2025-2026 Epistoleus: Soror Clara Foriest ● 2025-2026 Graduate Advisor: Soror Seanee Alexander

	<ul style="list-style-type: none"> • 2025-2026 Parliamentarian: Soror Lisa Johnson-Tonkins • 2025-2026 Parliamentarian Alternate: Soror Maurice Jackson • 2025-2026 Chaplain: Soror Vickie Morrow • 2025-2026 Chaplain Alternate: Soror Vanessa Tribble <p>The committee chairmen and committee member appointments were distributed by email to the chapter membership. The appointments are also attached to these minutes.</p> <ul style="list-style-type: none"> • DocuSign Pilot project: Presented by Soror Truesdale <ul style="list-style-type: none"> ○ The proposal is to use the technology of DocuSign as a cloud-based tool that will help us to enable our communication with one another in real time. ○ We will have real-time tech support by Derek Watson. ○ Roles and responsibilities for the technology chairman, technology committee, and Basileus-Elect have been created. ○ The project will be rolled out in a phased approach beginning with the Executive Committee. <ul style="list-style-type: none"> There will be five documents to test which include: <ul style="list-style-type: none"> • Soror Code of Ethics • Chapter Bylaws • Chapter Business Meeting Agenda • Chapter Business Meeting Minutes • Check Voucher Form ○ The Executive Committee voted favorably to recommend seeking the chapter's approval in engaging in this pilot project. <ul style="list-style-type: none"> A motion was made by Soror Kenan from the Executive Board that the chapter approve its recommendation to implement the DocuSign pilot project proposal. The motion was properly seconded. The proposal was approved by a voice vote with no opposition.
<p>Announcements</p>	<ul style="list-style-type: none"> • Our rededication and ritual ceremony will be held at the February chapter business meeting. All Sorors should wear all white, no pants. • Reminder about our MLK Day of Service and our Founder's Day at Prego's. • On January 19th, 2025, the MLK birthday celebration will be held at First Baptist Church, 508 Apple St. at 5:00pm. • On January 20th, 2025, the MLK Coalition and the Ministerial Alliance will sponsor the breakfast starting at 8:00am at Occasions. The tickets cost \$30.00. The speaker for the breakfast is Reverend Keisha Bluford. Soror Catherine Smith has tickets for purchase. • A request was made for the members of the Uplift our Community Committee to meet following this meeting. • A reminder was made by Soror Demetria Carter Watson, Philacter regarding appropriate attire for rituals and chapter business meetings. • Soror Lisa Johnson-Tonkins sends thank you to the entire chapter for their support during the passing of her mother, Soror Yvonne Johnson. • Soror Shana Mebane announced that she is engaged.
<p>Installation of New Officers</p>	<ul style="list-style-type: none"> • The following officers were installed for the 2025-2026 calendar years: <ul style="list-style-type: none"> ○ Soror Clara Foriest: Epistoleus ○ Soror Seanee Alexander: Graduate Advisor ○ Soror Lisa Johnson-Tonkins: Parliamentarian ○ Soror Maurice Jackson: Parliamentarian Alternate ○ Soror Vanessa Tribble: Chaplain Alternate ○ Soror Shannon Dodd: Grammateus ○ Soror Quintara Jernigan: Ivy Leaf Reporter

The meeting was adjourned at 8:07 p.m. The next chapter meeting will be on February 6th, 2025, 6:30pm at the John R. Kernodle Senior Center, 1535 S. Mebane Street, Burlington, Meeting Room C.

Alpha Kappa Alpha Sorority, Inc.® ~ Pi Omicron Omega Chapter – Monthly Business Meeting		
ATTENDANCE		
	SOROR	January 9, 2025
1.	ALEXANDER, Seanee	P
2.	ALSTON, Edna	P
3.	ALSTON, Nicole	P
4.	BLACKWELL, Kimberly	A
5.	BRIDGES, Vernetta	P
6.	BROADNAX, Gwendolyn	P
7.	BROWN, Marion	P
8.	BURNETTE, Connell	P
9.	CARTER WATSON, Demetria	P
10.	CARTER, Linda	P
11.	COPELAND, Ebonie	P
12.	COUSINS-COOPER, Kathy	A
13.	DODD, Shannon	P
14.	EDWARDS, Adriane	P
15.	EVANS, Tawn	A
16.	FORIEST, Clara	P
17.	FOUST-PLATT, DeAnna	A
18.	FOUST, Patricia	P
19.	FULLER, Alicia	A
20.	GRAVES, Rose	P
21.	GREENE, Stacy	P
22.	HAMPTON, Brenda	P
23.	HARRIS, Charmene	P
24.	JACKSON, Maurice	P
25.	JEFFRIES, Marian	P
26.	JERNIGAN, Quintara	P
27.	JOHNSON-TONKINS, Lisa	P
28.	KENAN, Jinx	P
29.	LONG, Carolyn	A
30.	MARK, Nancy	P
31.	MCDONALD, Sheila	P
32.	MEBANE, Shana	P
33.	MORROW, Vickie	P
34.	PETERSON, Shannon	P
35.	RAY, Shirley	A
36.	SAULS, Kandis	P
37.	SCOTT, Eleanor	P
38.	SELLARS, Barbara	P
39.	SMITH, Catherine	P
40.	SWEET, Brittney	A
41.	TAYLOR, Crystal	P
42.	THOMPSON-GRAVES, Jennifer	P
43.	TRIBBLE, Vanessa	P
44.	TRUESDALE, Pamela	P
45.	TURNER, Monte	P
46.	WATSON, DeShelia	P
47.	WILLIAMS, Doris	A
48.	WILLIAMS, Rosalyn	P
49.	WILLIAMS, Sharron	P

	WILSON, Deborah	A
51.	WILSON, Janie	A
52.	ZENO, Michaela	P

Grammateus: _____ Signature: _____
(Name)

Date Approved: _____

Basileus: _____ Signature: _____
(Name)

Attachments:

Business Meeting Agenda

Reports:

1. Basileus
2. Pecunious Grammateus
3. Tamiouchos
4. Graduate Advisor
5. Epistoleus
6. Anti-Basileus
 - a. Strengthen our Sisterhood
7. Standards
8. Membership
9. Executive Committee
 - a. 2025-2026 Chapter Leadership/Officers
 - b. 2025-2026 International Program Committee Chairman and Members
 - c. 2025-2026 Standing Committee Appointments
 - d. 2025-2026 Standing Committee Chairmen