



## MEETING MINUTES

<b>OBJECTIVE:</b>	Discuss Southwest Leadership Retreat, Q1 audit (July-Sept), October budget and finance reports, and committee report updates.		
<b>MEETING TYPE:</b>	Chapter Meeting	<b>DATE:</b>	November 17, 2018
<b>START TIME:</b>	9:40am	<b>END TIME:</b>	11:07am
<b>FACILITATOR:</b>	Jasmyn Madison	<b>NOTETAKER:</b>	Kirsten Ray
<b>LOCATION:</b>	UNM Domenici West #3010, 1001 Stanford NE Albuquerque, NM 87124	<b># FOR QUORUM (25%)</b>	13
<b>ATTENDEES:</b>	<p><b>Members (18):</b>          LaSheba Bowens, LaVonda Bowens-Woodard, Florence Bowers, Pearlene Dawson, Geraldnye Fuller-Dehoney, Ramona Dillard, Jane K. Gates, Chrisaundra Henderson, Victoria Jackson, Jasmyn Madison, Dionne Marsh (McDonald), Kirsten Ray, Danielle Riddle-Price, Raudia Sallee, Sonya Smith, Brenda Steele, Farnicia Trotter, Amala Waldon, Khayyan Wafer</p> <p><b>Other Sorors (2):</b>          Johnson Chandler, Viola Cox</p>		

AGENDA ITEMS	PRESENTER	AGENDA ITEMS	PRESENTER
1. Recognize visiting sorors	Jasmyn Madison	8. Membership Services	Ramona Dillard
2. Adopt agenda	Jasmyn Madison	9. Economic Development	Jasmyn Madison
3. Read September chapter meeting minutes	Kirsten Ray	10. PMH	Olivia Underwood
4. President's Report	Jasmyn Madison	11. Arts & Letters	Jasmyn Madison & Geraldnye Fuller-Dehoney
5. Budget & Finance - Financial Secretary	Amala Waldon	12. Ways & Means	Sonya Smith
6. Budget & Finance - Treasurer	Amala Waldon	13. Political Awareness & Involvement	Kirsten Ray & Jasmyn Madison
7. Internal Audit	Victoria Jackson	14. New Business	Ramona & Khayyan

<b>Submitted by:</b>		<b>Date approved:</b>	
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<b>MOTIONS</b>	<b>ORIGINATOR</b>	<b>SECOND</b>	<b>PASSED?</b> <i>Include# For/Against</i>
1. Move to adopt agenda with amendments	Lavonda Woodard	Pearlene Dawson	19/0
2. Accept Oct minut	Lavonda Woodard	Brenda Steele	19/0
3. Move have balance sheets provided for previous months (?)	Lavonda Woodard	Victoria Jackson	Majority - what was the #
4. Move to adjourn	Victoria Jackson	LaSheba Bowens	rescinded
5. Move chapter properties to new space in current location.	Khayyan Wafer	Victoria Jackson	19/0

<b>PREVIOUS ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Get with Budget & Finance Committee regarding how to properly make the budget balance. <i>Done</i>	Elizabeth Taylor, Theresa Carson	Next Chapter Meeting
2. Schedule an IAI Committee meeting to go through the DREF grant. Also talk about Risk Management and any other obligations to Delta we need to fulfill for the ESL program. <i>In Progress</i>	Shakeba Weathers Raudia Sallee	By Dec 1st
3. Request DIDs based on chapter selections - Protocol and Traditions, Code of Conduct, Sisterhood <i>Done</i>	Jasmyn Madison	Saturday, Oct 20, 2018
4. Add new Deltas to the Members Directory <i>In Progress</i>	Membership Services	Saturday, Nov 3
5. Resubmit Service area paperwork <i>This is on hold until January</i>	LaVonda Bowens-Woodard, Jasmyn Madison	TBD

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Add balance sheets to previous months B&F reports	Dionne Rodgers	Saturday, Dec 8

**NOTES & OTHER INFO**

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**Internal Audit:**

Q1 Audit is due Dec 1st.

**PAI:**

Last day for Kirsten Ray as PAI chair is Dec 31st. If you are interested in being the PAI Chair, please let Madam President know.

**New Business:**

25 years in Delta presentation - Staci Micelli, Danielle Riddle-Price