



MEETING MINUTES

OBJECTIVE:	January Budget and Finance Reports, Committee progress		
MEETING TYPE:	Executive Board	DATE:	February 3, 2019
START TIME:	3:33pm	END TIME:	5:03pm
FACILITATOR:	Jasmyn Madison	NOTETAKER:	Kirsten Ray
LOCATION:	Intel Corporation 4100 Sara Rd. Rio Rancho, NM 87124	# FOR QUORUM (25%)	5
ATTENDEES (14):	Geraldnye Fuller-Dehoney, Ramona Dillard, Victoria Jackson, Jasmyn Madison, Kirsten Ray, Dionne Rodgers, Raudia Sallee, Vicki Scott, Sonya Smith, Brenda Steele, Farnicia Trotter, Khayyan Wafer, Amala Waldon, Shakeba Weathers.		

AGENDA ITEMS	PRESENTER	AGENDA ITEMS	PRESENTER
1. President's Report	Jasmyn Madison	8. Community Service	Brenda Steele
2. Previous Action Items	Kirsten Ray	9. Economic Development	- Not Reported -
3. Budget & Finance Financial Secretary	Amala Waldon	10. Physical and Mental Health	Sonya Smith
4. Budget & Finance - Treasurer	Dionne	11. International Awareness & Involvement	Shakeba Weathers & Raudia Sallee
5. Internal Audit Report not completed. Need to report to B&F before EB	Victoria Jackson	12. Political Awareness & Involvement	Kirsten Ray
6. Educational Development	Dr. Jeri Fuller- Dehoney	13.	
7. Arts & Letters	Vicki Scott	14.	

Submitted by:		Date approved:	
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PREVIOUS ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
1.	All committee chairs and officers should transition to chapter emails for official chapter business Ramona, Khayyan, Victoria	All Chairs, Officers	11/1/2018 In Progress
2.	Create a quarterly package of chapter information and community highlights to be mailed to those sorors that are not tech savvy.	Chrisandra Henderson	12/31/2018 No Info
3.	GEMS Coordinator to provide a calendar with all of the topics for the GEMS to the chapter.	Farnicia Trotter	2/9/2019
4.	Ask whether the chapter will get credit for tickets sold online for Cotton Club.	Vicki Scott	12/10/2018 In Progress
5.	Find out when the next monthly meeting of all of the APS Black Student Unions is so we can get on the agenda to promote scholarships and other relevant events.	Vicki Scott	1/12/2019 Completed
6.	Send out Press Release for the All of Us Tour.	Jasmyn Madison	1/7/2019 Completed
7.	Follow-up with DREF regarding the chapter's award- ask about changing program	Jasmyn Madison	1/12/2019 In Progress
8.	Find out from Popejoy when the Dance Theatre of Harlem tickets go on sale for Deltas.	Vicki Scott	1/12/2019 Completed will share at February Chapter Meeting - 2/9/2019
9.	Membership services directory first draft due chapter meeting.	Ramona Dillard	2/10/2019 Completed
10.	Final draft of Membership Directory	Ramona Dillard	3/10/ 2019
11.	IAI to develop new program to implement this year to replace ESL tutoring.	Shakeba Weathers, Raudia Sallee	2/10/2019 Completed

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
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1.	Follow up with legal counsel on Rodney Bowe issue.	Jasmyn Madison	2/9/2019
2.	Get at least two success stories added to the Judith R. Harris one sheeter. Follow up with Alexis Bennett and Ebony Baty.	Amala Waldon - Alexis Bennett Jasmyn - Ebony Baty	2/15/2019
3.	Internal Audit to schedule meeting with B&F to review the Q2 Internal Audit findings.	Victoria Jackson, Dionne Rodgers	Before March EB meeting
4.	International Awareness and Involvement to get a budget together for their new proposed program.	Raudia Sallee, Shakeba Weathers	2/9/2019
5.	Political Awareness and Involvement to follow-up with Jay C. Block, Sandoval County commissioner who wants to see how we can work together.	Kirsten Ray	By March EB Meeting.

NOTES & OTHER INFO