



MEETING MINUTES

OBJECTIVE:	February Budget and Finance Reports, Committee progress		
MEETING TYPE:	Executive Board	DATE:	March 3, 2019
START TIME:	~3:40 pm	END TIME:	~5:15 pm
FACILITATOR:	Jasmyn Madison	NOTETAKER:	Amala Waldon
LOCATION:	Intel Corporation 4100 Sara Rd. Rio Rancho, NM 87124	# FOR QUORUM (25%)	5
ATTENDEES (8):	Geraldyn Fuller-Dehoney, Ramona Dillard, Jasmyn Madison, Dionne Rodgers, Sonya Smith, Khayyan Wafer, Amala Waldon, Shakeba Weathers, Olivia Underwood, Jane K. Gates		

AGENDA ITEMS	PRESENTER	AGENDA ITEMS	PRESENTER
1. President's Report	Jasmyn Madison	6. Ways & Means	Sonya Smith
		7. Program Planning & Development	Sonya Smith
3. Budget & Finance Financial Secretary	Amala Waldon	8. Educational Development	Jasmyn Madison
4. Budget & Finance - Treasurer	Dionne	9. Delta Emergency Response Team	Jane K. Gates
		10. Founders Day	Amala Waldon
5. International Awareness & Involvement	Shakeba Weathers,	12. Membership Services	Ramona Dillard
		13. Previous Action Items	Amala Waldon

RECOMMENDATIONS

1.	Accept the IAI budget.
2.	Accept the DERT budget.
3.	Accept W&M report (with removal of Day Party).

Submitted by:		Date approved:	
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4.	Accept Founders Day report (with amendment of asking non-members to pay \$24).
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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- still waiting on Ramona, Khayyan, Victoria	All Chairs, Officers	11/1/2018
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
3.	GEMS Coordinator to provide a calendar with all of the topics for the GEMS to the chapter.	Farnicia Trotter	2/9/2019 Completed 3/9/2019
4.	Ask whether the chapter will get credit for tickets sold online for Cotton Club.	Vicki Scott	12/10/2018
7.	Follow-up with DREF regarding the chapter's award- ask about changing program	Jasmyn Madison	1/12/2019 Completed 2/28/2019
10.	Final draft of Membership Directory	Ramona Dillard	3/10/ 2019
	Follow up with legal counsel on Rodney Bowe issue.	Jasmyn Madison	2/9/2019 Completed 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 Completed 2/28/2019
3.	Internal Audit to schedule meeting with B&F to review the Q2 Internal Audit findings.	Victoria Jackson, Dionne Rodgers	Before March EB meeting Completed 3/10/2019
4.	International Awareness and Involvement to get a budget together for their new proposed program.	Raudia Sallee, Shakeba Weathers	2/9/2019 Completed 3/3/2019
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