

**Delta Sigma Theta Sorority, Inc.**  
**Tampa Alumnae Chapter**

**General Meeting Minutes**  
**Young Middle Magnet School**  
**11/16/19**

The meeting was called to order at **9:30am** by Soror Alicia Warren. Soror Dora Mays shared the inspirational word.

Present: 112 (109 members and 3 guest)

Soror Alicia Warren stated that the agenda would be adopted by consensus. The October Chapter Meeting Minutes were adopted by consensus with no noted corrections.

**Correspondence – Soror Sandra Cooke:**

- The Harris Insurance Group is offering a discount up to 25% for community organizations. If interested in a quote, Sorors can call a Harris Insurance Group Representative directly at 1 (888) 909-1260.
- Abe Brown Ministries- seeking contributions during this holiday season.

**Visiting/New Sorors-3;** 12 Sorors were recognized for having Birthdays during the month of November.

**President's Message - Soror Alicia Warren**

*See full report on DSSTA website*

**2018-2020 Vision-** Developing Leaders, Membership Engagement, Technology Enhancements

- Florida/Bahamas Cluster Update:
  - Cluster was held November 8<sup>th</sup>-10<sup>th</sup> in Miami
  - There was a strategic focus on the Delta Brand and how to apply the Delta Jewels in daily living.
  - During the event, there was a very inspirational message regarding rescuing young girls from older men in Kenya
  - Soror Alicia Warren commended the Miami Chapter for pulling together a great event.
- Calendar Updates:
  - Bay Area Founders Day- January 25, 2020. Soror Vashti Murphy McKenzie, National Chaplain, will be the keynote speaker.
  - DDAC- February 9<sup>th</sup>-11<sup>th</sup> – Chair: Past National President Soror Paulette Walker
  - DDNC- February 23<sup>rd</sup>-25<sup>th</sup>
  - Regional Conference: Date to be determined. Location: Kissimmee, Florida
  - MI training Date: December 7<sup>th</sup>- Cross Over Church; 9am to 7pm.
- Election Updates:
  - Leader of Minerva Circle: Due to a personal scheduling conflict, the elected Leader of the Minerva Circle, Nicole Roberts, had to step down. Soror Leslie Brown (runner up in the election) has been appointed as the new Leader of the Minerva Circle.
  - Two Jewels had to step-down due to personal conflicts: Soror Tonja Brickhouse and Soror Joannell Lawson had to step-down and the new replacements are: Soror Janette Spencer-Davis and Soror Walinda McKnight-Green.
- Soror Alicia Warren congratulated Soror Tonja Brickhouse for being the recipient of the Lightning Hero Award. Soror Tonja Brickhouse donated \$5K of the award proceeds back to Tampa Alumnae to benefit the Delta Scholarship Program.

- Recognition of Military Veterans: All Chapter Military Veterans were recognized during the meeting for their service to our country.
- Chapter Meeting Quorum Discussion:
  - Soror Alicia Warren stressed the importance of establishing a quorum (the minimal number of members that must be present in order to transact business).
  - The Chapter must have 25% of all financial Sorors present in order to establish a quorum. This information can be found in your Policies and Procedures Manual.
  - Chapter members were asked in which month is TA quorum established? Response: October
  - Current Quorum is based on 225 members. In order for us to conduct business in our Chapter meeting, we must have 61 members present.
- **Recommendations from Executive Board (Action Item):**
  - **EMBODI:**  
**Action Item:** EMBODI would like to host a signature event called “Our Brother’s Keeper” to be hosted on May 30, 2020 at the Hillsborough County Children’s Board. The targeted audience will be 150-180 middle and high school minority boys. This event will be marketed as a Father’s Day Event. The proposal is to add this event to the calendar. Soror Janette Spencer-Davis motioned to add this event to the calendar and Soror Alicia Howell-Banks seconded the motion. YES (15, 15, 13, 20, 19, 10) NO (0). Motion Carried
  - **Scholarship**  
 Scholarship Applications are due January 31, 2020. Female High School Seniors with a GPA of 3.5 who reside in the service area of Hillsborough County are eligible to apply. This year the entire application process is electronic and applicants will only have to mail in their transcripts.  
**Action Item:** There was a proposal to add an additional \$1,600 to fund one additional son/daughter scholarship. The funds would come from TA Scholarship line 2023 and from the Scholarship Program. Soror Alicia Howell-Banks (Chair) motioned to accept the proposal. YES (16,14,14,21,20,13) NO (0). Motion Carried
- **Budget and Finance Committee Report (October 2019):** Program Bank Balance: \$95,633.76; Administrative Bank Balance: \$102,099.98; Funds managed by D.E.L.T.A. Inc.: \$8,768.32  
**Action Item:** Chair moved to reallocate \$100 to line item 50201 **YES (13,13,14,19,20,12) NO (0) Motion Carried**
- **Financial Report September 2019:** Total Income Received: \$16,303.18. This amount included Admin Collection amount of \$4,566.60, Projected Collected in the amount of \$11,736.86, and interest collected in the amount of .32. Grand total: \$93,972.48
- **Funds Managed by DELTA INC:**

Line Item	Total Funds Managed	Total Admin Fee Earned
○ Jabborwock 2019	○ \$11,250.00	○ \$562.51
○ Queen of Hearts 2020	○ \$1,816.66	○ \$90.83
○ TA Scholarship 2018	○ \$10,000.00	○ \$0
○ TA Scholarship 2019	○ \$10,000.00	○ \$0
○ Educational Development	○ \$904.90	○ \$45.25
○ Lightning Foundation Grant	○ \$10,000.00	○ \$500.00
○ Tampa Teen Idol	○ \$1,500.00	○ \$75.00
○ Uncategorized Funds	○ \$444.01	○ \$22.20
<b>TOTALS</b>	○ <b>\$45,915.77</b>	○ <b>1,295.79</b>

**First Vice President’s Report: Soror Brenda Webb Johnson**

*See attached report and on DSTTA website*

### **Political Awareness: Census 2020 Presentation**

- April 1, 2020 National Census Day
  - The Census Bureau is Party Neutral
  - The Census Bureau is very secure and they will never request your social security number or other identifying data.
  - The Census Bureau will never request a donation
  - Census 2020 is equivalent to the election 2020- it is critically important that we participate.
- Please help raise awareness and give factual information.

### **World AIDS Day 2019-** Soror Jacqueline Aiken-Jackson: Delta House and Vashti Village.

Scheduled for December 1, 2019. Instead of having a **World AIDS Day** event, the committee will sell t-shirts that can be used annually and the proceeds from the t-shirt sales will also be used for the sustainability fund targeting Delta House and Vashti Village. The committee is requesting that Sorors wear their t-shirts on December 1<sup>st</sup> and post on Instagram so that the Chapter can increase awareness.

**Arts and Letters Committee:** Chair Shenika Baisley: The First Red Carpet Event entitled *Harriet* was held on November 1<sup>st</sup> and was an awesome event. Ticket stubs were entered into a drawing and the winners for a Lady's Vacation in Vegas were: Soror Audrey Moore and Soror Maureen Goins.

Arts and Letters is partnering with the Skill Center on December 3<sup>rd</sup> (100 seats available); next committee meeting November 24<sup>th</sup>.

### **2<sup>nd</sup> Vice President's Report: Soror Sabrina Griffith**

*See attached report and on DSTTA website*

- **Policies and Procedures:** Policies and Procedures specific to Tampa Alumnae provides clarification on how our chapter operates. There was a request that all committees review the updated material referenced within the Policy and Procedure manual. Policy reflects what is required to be done and the procedure provides clarification on how it will be done. Policy is to be changed based on a practice and not based on a person. All recommended changes must be submitted by February 15, 2020.
- **Strategic Planning Report:** The objective of the strategic planning report is to make sure the Chapter is still doing the work based on the needs of the committee. A presentation was shared with members during the meeting (refer to Members Only site for full copy of power point presentation).
- **Internal Audit Report: Soror Gloria Riddick Williams, Chair**  
Internal Audit Report Q1 2019-2020 (July 1 through September 30, 2019):
  - Bank Balances: the audit verified that all bank balances are accurate; all accounts and their balances are disclosed and reconciled monthly. There were no recommendations.
  - Receipts Verification (13 receipts written during the reporting period) - it was confirmed that all receipt amounts were accurately recorded and matched the bank statement deposits. All deposits were made in accordance with the sorority requirement of two (2) business days. There were no recommendations.
  - Disbursements and Expenditures (there were 28 disbursements during this period): all of the disbursements had valid supportive documentation including vouchers with invoices. Disbursements were recorded in a timely manner. The separation of duties was observed. Documentation exist to support 10% of the non-check disbursements in the sample selected. There were no recommendations.
  - Dues Verification (there were 14 member dues audited during the time period): All collected dues were sent to

National Headquarters within the required 30-day time period. There were no recommendations.

### **Third Vice President's Report- Soror Angela Brown**

*See attached report and on DSTTA website*

**Queen of Hearts: 2020 Scholarship and Community Service Gala (Delta Goes to Wakanda):** Chair: Soror Joyce Patterson and Soror Paulette Walker

- 2020 Scholarship Service Gala will be held on March 28, 2020 (last Saturday in March)

-6:00 pm-11:00 pm

-address: 1913 North Nebraska Avenue, Tampa, Florida

-Theme: *African Elegance*

-Tickets available in November @ \$100 per person; 8 people to a table

-there will only be 350 tickets sold; as of 11am today (11/16/19), 152 tickets have been sold. There are only 148 tickets remaining to be sold but Chapter has already received a request for over 200 tickets.

- *Unsold tickets must be purchased by December 9<sup>th</sup> or returned at the Executive Board Meeting*

**Reds and White:** Chairs Soror Jasmine White-Bynum and Soror Stephanie Love

**Theme: The Arts of Reds and Whites**

-Event was held on November 3<sup>rd</sup> (Sunday) from 5:00-7:30 pm.

-Special thanks to all who supported the event. The VIP experience was sold out (60 tickets sold). A total of more than 300 tickets were sold for the entire event. A more detailed report will be available in December.

**Stroll Practice:** Interested Sorors can reach out to Soror Mallory Davis; the next practice is in December at the University of Tampa. More information will be forthcoming.

### **FOR THE GOOD OF THE ORDER SUMMARY -Submitted by Soror Sandra Cooke**

Saturday, November 16, 2019

- Δ Soror Onyx Goins (daughter of Soror Maureen Goins) and niece of Soror Karen Saunders was Donned with her white coat during the Tuskegee University College of Veterinary Medicine Ceremony on November 2<sup>nd</sup>. Soror Onyx is a former Tampa Alumnae Presidential Delta Gem and Executive Board Member 2011-2014. Thank you for your prayers and mentorship.
- Δ The Southern Region Weekly Communique: this week's Southern Informer mentions National Alzheimer's Month. Please review this section. Thank you to Sorors for donations to the "Walk to End Alzheimer's Event". It's not too late to donate before the December 20<sup>th</sup> deadline. Lastly, CVS and PayPal are also taking donations this month. Please give to this worthy cause. Thanks, Soror Sabrina Griffith.
- Δ If you need a ticket for "21 Bridges"- please see Soror Theresa Cross who is giving her ticket away at no cost.

Meeting adjourned by consensus at 11:15am.

Respectfully submitted,

---

Alicia Warren, President

---

Dawne Gullatt, Recording Secretary (not present)

---

Lorita Shirley, Asst. Recording Secretary

DRAFT



## Program Planning and Development Committee Reports

Dr. Brenda Webb Johnson, 1<sup>st</sup> Vice President – November 2019

**Arts and Letters Committee:** [dsttaarts@gmail.com](mailto:dsttaarts@gmail.com) Chair [Shenika Baisley](#): There will be a Red Carpet Event in conjunction with Membership Services on November 22 at Westshore AMC at 7:00 p.m. There are a few tickets remaining for purchase today. Submit your Harriett ticket stub for today's drawing for a chance to win a 1-4 night Las Vegas stay. [Circle of Sisters Book Club will be held on December 14, 2019 at 10:30 a.m.](#) at the Rue, S. MacDill. We will be reading "Some Sing, Some Cry" click the link to RSVP.

**Next Committee Meeting:** November 17, 2019 at 7:00 conference call

---

**Economic Development Committee:** [dsttaecondev@gmail.com](mailto:dsttaecondev@gmail.com) Chair [Kay Lee-Smith](#):

**Next Committee Meeting:** November 19, 2019

---

**Educational Development:** Coordinator, [Angie Fields](#):

---

**Delta Gems:** [tampaalumnaedeltagems@gmail.com](mailto:tampaalumnaedeltagems@gmail.com) Chair [Quicta Nicole Walters](#), co-chairs [Maureen Goins](#), and [Sharon Hays](#): 61 girls enrolled. Making strides against **Saturday, October 20, 2019**

- 26 Gems and 5 volunteers participated in the University of South Florida's outdoor recreation team building course.
- The objectives for the team building was: leadership development, community building, and effective communication.

### Upcoming Activities

- November 3rd - volunteer at the Making Strides Against Breast Cancer walk
- November 17th - monthly meeting and workshop
- November 26 - volunteer at the Metropolitan Ministries Holiday Tent

**Next Committee Meeting:** November 5, Tuesday, 2 weeks prior to the monthly meeting – Zoom

---

**Delta Academy:** [tadeltaacademy@gmail.com](mailto:tadeltaacademy@gmail.com) Chair [DeVonne McKeever-Daniels](#), co-chairs [Jeanine Baron](#), and [Deidre Joseph](#): 36 girls enrolled. Bully grant awarded and a program potential will be presented to the chapter.

**Next Committee Meeting:** Sunday, December 1, 2019

---

**EMBODI:** [taembodi@gmail.com](mailto:taembodi@gmail.com) Chair [Michelle Stone](#) co-chair [Angie Fields](#): 27 young men enrolled. Embodi will see Harriet on November 1. They will also attend the Classic on November 17. PAI sponsored the October meeting and PAI coordinated Former State Representative Ed Narain as their speaker and he was well received by the young men. Boys to Men proposal to be presented at chapter meeting.

**Next Committee Meeting:** December 12, 2019

---

**International Awareness and Involvement Committee:** [dsttaiaandi@gmail.com](mailto:dsttaiaandi@gmail.com) Chair [Jackie Jackson](#) co-chair [Christine Lewis](#): *Delta House Sustainability Fund Support: World AIDS Day t-shirt sales will be used for the sustainability fund targeting Delta House and Vashti Village. There are 10 shirts available for purchase at chapter meeting. They will also conduct an education campaign via social media to educate on HIV/AIDS statistics.*

---

**Next Committee Meeting:** November 12, 2019 via conference call

---

**Physical and Mental Health Committee:** [tapmh@dstta.com](mailto:tapmh@dstta.com) Chair Julie Williamson co-chair Kareen Moreland: Our Making Strides Against Breast Cancer goal was met with over \$2k in donations! Thank you to all who contributed and walked.

**Walk it Out**

**\*\*Tuesday, 6 pm** at International Mall (2223 N. Westshore Blvd) meet at the entrance of California Pizza Kitchen

**\*\*Tuesday and Thursday, 5:30 pm** at the Amphitheater near Waterworks Park (1710 N Highland Ave)

**\*\*Thursday, 7 pm** at the Brandon Parkway Trail (604 Pauls Dr)

**\*\*Thursday, 6:30 pm** at Dick's Sporting Goods in Citrus Park Mall (8100 Citrus Park Dr.) at couches in front of the store.

**Next Committee Meeting:** December 1, 2019 at 7:00 p.m. Every first Sunday via conference call 7:30 p.m. (605) 475-5900 access code 5712114#

---

**Political Awareness and Involvement:** [dsttapolitical@gmail.com](mailto:dsttapolitical@gmail.com) Co-Chairs Walinda McKnight and Erica Williams: Preparing for 2020. College and career fair participation resulted in 30 new voter registrations!

**Next Committee Meeting:** TBD

---

**Scholarship Committee:** [scholarshipdstta@gmail.com](mailto:scholarshipdstta@gmail.com) Chair Tina James co-chair Joanell Lawson: Scholarship applications are live on our chapter website:

<https://www.dstta.com/scholarship> The **Deadline to apply is January 31, 2020**. Please share with Hillsborough County families.

**Next Committee Meeting:** TBD

---

**Social Action Committee:** [tasocialaction@gmail.com](mailto:tasocialaction@gmail.com) Chair Heddie Sumpter co-chair Audrey Sullivan Moore: Social Action is gearing up for Census 2020. **Next Committee Meeting:** December 14, 2019 8:00 pm.

---

**Risk Management:** [dsttariskmng@gmail.com](mailto:dsttariskmng@gmail.com) Coordinator Cassandra Thomas Trainers: Angie Fields, DeVonne McKeever-Daniels, and Gloria Williams: Training sessions for 2019-20 volunteers has concluded. 2 new GEMS volunteers were approved last month. 2 new applications pending.

---

**Respectfully submitted by Dr. Brenda Webb Johnson, 1<sup>st</sup> VP, 813-789-1691, [firstvp@dstta.com](mailto:firstvp@dstta.com)**



**Tampa Alumnae Chapter  
Delta Sigma Theta Sorority, Inc.  
2<sup>nd</sup> Vice President Report  
November 2019**

## Archives

- **Chair: Soror Tonja Brickhouse** tbrick4140@aol.com Properties/Storage sub-committee - **Co-chair, Soror Schantel Bobo,** tcbfl2000@aol.com

No report at this time.

This committee will prepare a narrative account of the chapter's activities through the collection of appropriate memorabilia and preservation of Delta materials. *The committee is looking for sorors to share the "Top 2" things they would like the Archives Committee to achieve this year. Please email your feedback.*

## Nominating Committee

- **Chair: Soror DeVonne McKeever-Daniels** devonnemc9@gmail.com **Co-Chair: Alicia Howell-Banks** ahowell75@yahoo.com

No report at this time.

## Grants

- **Chair: Soror Tina Fernandez,** tfernandez35@gmail.com

No report at this time.

## Membership Services

- **Chair: Soror TeKeisha Zimmerman** Zimmerman.tekeisha@gmail.com

*The committee is looking for Neighborhood group leads. Please email today if you are interested in taking on this fabulous role.*

- Compassion: Brandon.Riverview/Ruskin - **OPEN**
- Courtesy: East Tampa/The Heights: **OPEN**
- Dedication: New Tampa: Shameika Wallen
- Fellowship: Lithia/Valrico/Plant City - **OPEN**
- Fidelity: South Tampa/Downtown: **OPEN**
- Honesty: North Tampa: **OPEN**
- Justice: Temple Terrace/USF - **OPEN**
- Purity: Wesley Chapel/Pasco - **OPEN**
- Temperance: West Tampa: **OPEN**

## Concerns

- **Co-Chair: Soror Wanda Seigler** poppye53@gmail.com

## Courtesy

- **Co-Chair: Soror Leslie Woods-Brown,** drbrown427@verizon.net

## Delta Connection

- **Co-Chair: Soror Theresa Cross** tcross499@gmail.com

*The committee is confirming the Adopt-a-DEAR partnerships. Please respond to the communication if you are interested in continuing your pairing.*

## Hospitality

- **Co-Chair: Soror Alicia Howell Banks** ahowell75@yahoo.com

*Orders for DSTTA nametags will be taken during November and December chapter meetings.*

## Social

- **Co-Chairs: Soror Jacquelyn Bogen** yvonne33617@yahoo.com, **Soror Lateshia Milton** lateshia.barnes@gmail.com

*Thank you to the committee for coordinating the October sisterhood luncheon.*

*Please contact the sub-committee immediately to notify them of any events you anticipate using their services throughout the sororal year.*

## Delta Internal Development

- **Co-Chair: Soror Nadine Johnson,** njdelta40@aol.com

*Thank you to the committee for their hard work on the DID scheduling.*

## Collegiate Connection

- **Co-Chair: Soror Jasmine White-Bynum,** jswhiteb@ncsu.edu

## Reclamation

- **Co-Chairs: Soror Estella Gray** estellagray@yahoo.com



## Founders Day

- Co-chair: Soror Edith Randolph edithrandolph27@yahoo.com

### Technology and Communications Committee

- Chair: Soror Katina Robinson ebonykat@tampabay.rr.com Co-chair –Soror Dioan Johnson, djatlast1913@gmail.com

No report at this time.

### Ritual and Ceremonies

- Chair: Soror Janice Crowley crowleyj002@yahoo.com, Soror Joyce Patterson patsjoy127@yahoo.com

No report at this time.

### Public Relations

- Chair: Soror Jamel Lane jlanee1@gmail.com, Co-Chair: Soror Mallory Davis mal.davis1913@gmail.com

*During the month of October, the committee shared postings on National Hispanic Heritage Month, Breast Cancer Awareness Month and Delta Spotlights. The have also promoted Reds and Whites over the past few weeks.*

*The committee asks that requests for publicity be submitted 8 weeks prior to the event so there is ample time to create and implement an appropriate plan.*

### Policies and Procedures

- Co-Chair: Soror Tayanna Richardson tqsarichardson@yahoo.com

*Report submitted separately.*

*We have received final approval for our chapter's Policies and Procedures and Rules of Order Form (ROOF). This document is located in the Members Only Portal under the Publications tab. We encourage every chapter member to download and read the 2019-2020 Policies and Procedures document.*

**Role of the Chapter's P&P Document:** Each chapter develops its unique Rules of Order and Policies and Procedures that officially disseminates the rules of conduct or procedures of members. These policies and procedures are specific to the Tampa Alumnae Chapter and they describe the manner in which our chapter operates. Chapter Policies and Procedures include areas not covered by the Constitution and Bylaws. They attempt to solve problems, make wise decisions and maintain control to manage chapter affairs.

**Distinction between "Policy" and "Procedure":** A "policy" states what must be done. A "procedure" describes how, when, and by whom something is to be done.

**Request for all DSTTA Committees:** Each Committee should review the P&P document for areas that specifically related to their committee. If a policy (what must be done) or a procedure (how, when, and by whom something is to be done) is no longer current, the committee should submit proposed changes to the P&P committee by the deadline.

**Deadline:** The deadline to submit proposed changes to our chapter's policies and procedures is February 15, 2020 11:59 PM EST.

### Protocol and Traditions

- Chair: Soror Imani Coles Imani.coles@spartans.ut.edu, Co-chair: Soror Marian Lauria-Gibson mslauria1@verizon.net

No report at this time.

### Strategic Planning

**Chair: Karen Beard, Co-Chair: Tonja Brickhouse**

*Report submitted separately.*

### Audit

- Chair: Soror Gloria Williams glojean29@earthlink.net

*Report submitted separately.*

Internal Audit Report ~ Q1 2019-2020

(July 1, -September 30, 2019)

### OVERALL AUDIT FINDINGS

**After review by the Chapter Internal Audit Committee, it has been determined that the chapter does have satisfactory financial internal controls and the review supports the existence and utilization of these controls.**

Respectfully Submitted,  
Sabrina Griffith, 2<sup>nd</sup> Vice President



# **Fundraising Committee Reports**

## **Angela Brown**

### **3<sup>rd</sup> Vice President**

### **November 2019**



**Reds and Whites:** Chairs Soror Jasmine White Bynum and Soror Stephanie Love

**-Preliminary Budget**

**-Event Recap**

**Queen of Hearts:** Chair: Soror Joyce Patterson and Soror Paulette Walker

**-March 28, 2020**

**-6:00 pm-11:00 pm**

**-Tickets available November @ \$100**

**-Event updates**

**Step and Stroll Team :** Chair Soror Mallory Davis

**-Stroll practice details**

Respectfully submitted by

Angela Brown

ThirdVP@dstta.com

813-967-4565