



**Tacoma Chapter Retreat Minutes**  
Emerald Queen Hotel and Casino  
August 19, 2016 6:00PM

**Welcome** - Link Stephanie McGriff

**Linkspiration** - Link Joan Ray

**Prayer/Blessing** - Link Chris Turner

**Dinner**

**Membership** - Link Mary Green

State of Chapter

- Active: 23
- Alumnae: 3
- Platinum: 3
- Affiliate: 0
- Provisory: 0
- Honorary: 0
- LOA: 1
- Active who could go Alumnae at any time: 8

While the focus is on recruiting younger members nationally, our chapter is encouraged to bring in candidates of all eligibility.

Link Joan Ray: attended a session to recruit younger members at assembly: It was led by young members who suggested having an Ad hoc committee focused on the recruitment of younger members.

- Chapter needs to break down barriers of “that’s not the links way”

**Chapter Assessment and Scoring**

- New member voting: **DO NOT** have to read candidate form 3 times to the chapter – verified by Natl VP during assembly by Link McGriff
- Membership Drive – essential to grow Tacoma Chapter this year to ensure we do not fall below minimum membership numbers

**Chapter Activity: Chapter Needs**

- Assessment: Qualities of a good candidate

## ADHOC Committee - Link Anne Wade

- Review Chapter concerns
  - Committee recommendations
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- Membership participation: if something is in the bylaws it should be something specific. **President asked the Bylaws Chair to ask the Committee to take that up, and they will come back to the Chapter with a recommendation.**
  
  - Expenses for Alternate to attend conferences: latest change was that the alternate Delegate was receiving almost as much financial support as the Delegate. Recommendation is that the Chapter pay registration and a \$200 stipend for the Alternate. Rationale: other Chapter members are attending and there is no formal responsibility. **Motion: Link Connie Lassiter, 2<sup>nd</sup> Link Anne Wade. Discussion: clarification by Bylaws chair of expenses paid: the motion carries.**
  
  - Should the \$50 assessment continue for failure to notify for the Chapter-sponsored social events? Recommendation is that they should be held accountable to pay an assessment of \$25 instead of the \$50. Regarding emergency situations, nothing is stated in the standing rules or bylaws. **General consensus is that we'll add except in unforeseen emergencies.**

## Spring Fling considerations

- Final report should indicate amount each Link raised.
  - Thank you notes should be sent to guests (letter vs. cards) Corporations should get a letter as they do now, and everyone should get an acknowledgement.
  - Cards are being sent now.
  - One idea is that everyone should receive the acknowledgement.
  - Recommendation is that everyone gets a letter.
  - Committee recommends that the date for Spring Fling is always held the last Saturday of the month.
  - Committee recommends that the MC or Co-MC should be a Link.
  - Committee recommends that the Fundraising Committee ensures that the Membership knows exactly what is going on.
  - Committee recommends that each Link submits an accurate guest list guaranteed 2 weeks prior. Discussion including how to get partners and advance ourselves technologically for efficiency.
  - Committee recommends that Link members should evaluate the event.
- Madame President recommended these items go back to the Spring Fling Committee.**

## **Celebration - Link Frances Davis**

- 50<sup>th</sup> Anniversary Gala
  - October 23<sup>rd</sup> at the Tacoma Country Club
  - Black dresses, shoes and 16-18 inch strand of pearls (Photo will be taken at church call)
  - 9:45 church call
  - Lunch program with a video
  - 50<sup>th</sup> Anniversary Ceremony will be held during the October business meeting

## **Business - Link Stephanie McGriff**

- Recommendation: QuickBooks
  - Link Kim Green would like to purchase QuickBooks software to take care of the finances for the Chapter (online) and be more efficient.
  - Approximately \$400-500 (\$40 per month)
  - Chapter Vote

**Motion made by Link Chris Turner. Link Mary Green 2<sup>nd</sup> the motion. No motion on the floor as Link Chris Turner is an alumnae member.** Also, Link Henderson asked that the total cost and budget line item that will cover the cost be provided. QuickBook recommendation will be brought to September business meeting.

**Adjournment:** The meeting was adjourned at 10PM.

## **Links in attendance August 19, 2017:**

Melva Copes	Alyce McNeil
Frances Davis	Joan Ray
Sharon Freeman	Alicia Stevens
Victoria Fletcher	Christine Turner
Mary Green	Anne Wade
Pamela Jones Hadley	Barbara Wesley
Helen Henderson	Iris Williams-West
Constance Lassiter	Dorothy Williams
Carolyn Lee	Stephanie Croom-Williams
Stephanie McGriff	Rosalind Woodhouse

Respectfully submitted by:  
Link Alyce McNeil



## **Tacoma Chapter Program Workshop Minutes**

Emerald Queen Hotel and Casino

August 20, 2016 9:00 AM

**Welcome: 9:10 am-** Link Stephanie McGriff

**Blessing of Food-** Link Chris Turner

### **Breakfast**

**Call to Order** – Meeting called to order at 9:45am by Link Stephanie McGriff

**Linkspiration** – Led by Link Joan Ray

### **Technology- Link Kirsten**

- Communication Style Document- Reviewed  
Purpose:
  - To ensure consistent usage of key words, terms and messages
  - To outline branding strategies
- Social Media Policy- Reviewed  
Purpose:
  - The Links, Incorporated Social Media Policy is designed to encourage engagement within a framework that provides direction and clarity of purpose.
- Website (Tacoma, WA & National)
  - Tacoma website- currently being redesigned

### **President - Link Stephanie McGriff**

- What is New?
  - New roles added by National:
    - Representative Roles:
      - Vision 2020 - Link Mashandra Elam
      - Legislative Issues and Public Affairs/Voter Education Czar-under National Trends - Link Kirsten Watts
        - Voter Education Initiative, 3 activities; 1)Voter registration at Heart and Stroke Walk, 2) Two local candidates will come to chapter meeting to talk about their platform, and 3) Outreach to previous scholarship recipients. Suggestion from Link Helen to target high schools to register students turning 18 yrs of age
        - Rituals & Ceremonies - Link Mary Green
        - Socials - Link Stephanie McGriff
        - Retreat Planning - Stephanie McGriff

**Chapter Activity - Link Chris Turner**

- Get Acquainted Game

### **Bylaws - Link Stephanie Williams – Discussion**

- 34 of 44 proposed Bylaws amendments passed at National Assembly- effective at close of National Assembly
- Discussed changes related to chapter Bylaws
- Activity: How Well do you Know your chapter Bylaws

### **Initiatives**

- National
  - Black Lives Matter - (BLM) Link Helen Henderson
    - Report from Workshop at National Assembly (National Trends and Services)
    - Handout: Know your rights if stopped by the police
    - Youth have PTSD re: to police interaction
    - Lobby to have laws changed
    - BLM Toolkit - on website for use in workshops and summits

### **Lunch**

- Women's Mental Health/Toolkit - Link Stephanie McGriff
  - [www.Linkslnc.org](http://www.Linkslnc.org), program documents
  - Mental health, focus on depression and stress
  - Orientation to online toolkit and resources
- HIV/AIDS & Hepatitis C/ Resource Guide and Toolkit- Link Mary Green
  - Impacts members of our community; African-American, Latinos,
  - Provide education and information, start with Link Chapter and then go out into the community; implementation guidelines, resources
- Western Area
  - Haiti/Toolkit - Link Stephanie McGriff
    - Western Area website: [www.walinks.org](http://www.walinks.org)
    - 2000 Boots on the Ground Campaign and Haiti Toolkit- 5 yr initiative
    - Chapters can collaborate with other WA Chapters
    - Tacoma, WA Links members Each member pays \$5 per year for five yrs; funds due in Sept. each year

### **Vice President - Link Mary Green**

- Signature Programs
- National Initiatives
  - Crisis in education and health; use service delivery model
- Umbrella Program
  - Integrates all five facets with one facet taking the lead

### **Programming - Link Constance Lassiter**

- Umbrella Programming Strategies
  - Every facet has to do activities to support the theme
  - Advantages and considerations for planning
- Program Report Overview and Lessons Learned
  - Components of report discussed
  - Activity: Strengths and Weaknesses of Prayer Tower Christian Academy Program

**Motion: Link Kim Green moved that the Tacoma Chapter end the relationship with Prayer Tower Christian Academy. Seconded by Link Adrienne Allen. Motion passed. Link president will send a letter to PTCA**

### **Work Sessions - Facet Chairs**

- Five facets met in breakout groups to discuss National initiatives and to select an umbrella program.
- Facet report outs demonstrated in two National initiatives; Black Lives Matter and Mental Health  
**Motion: Link Adrienne Allen moved that the chapter use Mental Health as the umbrella program for the 2016-2017 program years. Motion seconded by Link Connie Lassister. Motion passed.**

### **Wrap Up/Announcements**

1) Reminder: Business Meeting Dates – Link Stephanie McGriff

- Sept. 24 (4<sup>th</sup> Sat)
- Oct. 15 (3<sup>rd</sup> Sat)
- Nov. 19 (3<sup>rd</sup> Sat)
- Discussion of change of date of May meeting from May 27<sup>th</sup> to May 20<sup>th</sup> due to Memorial Day.  
**Motion: Link Stephanie Williams moved that the May 2017 meeting be moved to May 20, 2017. Motion seconded by Link Mary Wilson. Motion passed.**

2) National Book Club - Selection: *Queen Sugar* by Natalie Baszile

- Green Page Society: Sept 24th

**Adjournment:** The meeting was adjourned at 4:20 p.m.

### **Links in attendance August 20, 2017:**

Dorothy Williams	Alicia Stephens
Kirsten Watts	Carolyn Lee
Sharon Freeman	Melva Copes
Constance Lassiter	Helen Henderson
Stephanie Croom-Williams	Adrienne Allen
Barbara Wesley	Christine Turner
Ella Williams	Joan Ray
Stephanie McGriff	Victoria Fletcher
Iris Williams-West	Pamela Jones Hadley
Mary Green	Kimberly Green
Rosalind Woodhouse	Mary Wilson
Anne Wade	

Respectfully submitted by:  
Link Victoria Fletcher

## MINUTES CORRECTION FORM

Date of Minutes: August 19, 2016

Please review the attached minutes and indicate below any correction(s).

Frances Davis report ----- October 23, 2016, Anniversary program report....the chapter photo will be taken at the conclusion of the program 3PM.

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Please give your form to the Recording Secretary. If you will not attend the meeting at which the minutes will be approved, please convey corrections by telephone or e-mail [ally-mac@comcast.net](mailto:ally-mac@comcast.net).

Frances Davis

Signature