

Executive Committee Meeting Minutes – November 10, 2020

November 10, 2020

Meeting called to order 6:43 pm

In Attendance : Frances Davis, Mentha Hynes-Wilson, Kimberly Green, Mary Green, Sharon Freeman, Alicia Stephens, Carolyn Lee, Gina Hatcher, Denise Robinson, Iris Williams West

OFFICER REPORTS

President : Link Fran yielded her time to our guest, Link Gina Hatcher

Special guest, Link Gina Hatcher: Link Gina reviewed the new protocol for posting reports. All reports should be named using short names and saved as a pdf. The name should contain type of report, 3-digit month (i.e. Nov or Jan), and 2-digit year. Example: HHS Nov 2020. Please see new protocol for posting reports document. Discussed security of reports on the website and how much chapter information should be posted online.

Vice President: Link Mentha gave thanks to the Link Sisters who assisted with Founder's Day activities. The membership committee extended the deadline for candidate application submission to Nov 20,2020. On November 21, 2020, the summary of candidates is due from sponsors. The chapter will vote on candidates on January 23, 2020. Candidates will be contacted immediately and will have a seven-day response window.

Proposed dates for workshops/Induction:

Workshop 1: 1st Sat in Feb

Workshop 2: 1st Sat in Mar

Workshop 3: 1st Sun in April

Induction: 1st Sun in May

Link Mentha also revisited the building desks for students' project. There is interest among the Executive committee so Link Carolyn will follow up at the Program call meeting.

Treasurer: Link Mary requested \$10,000 from Foundation funds. We have \$5,320.72 in our Program account and \$8717.81 in our Operations account. Link Mary and Link Kim met for an audit and everything balanced. Our entire financial team passed the WA financial quiz.

Recording Secretary: Link Alicia reported there has not been any guidance from the WA Recording Secretary. Link Mary Wilson's bereavement information was submitted to the WA; however, no information was ever sent out to members. Link Mentha will follow up with the WA Vice President, Karen Cole.

Program Chair: Link Carolyn reported the Program Toolkit will be available soon. The Toolkit will be discussed at the Facet chair meeting next week.

BLM has been moved from programs to the Legislative group.

There is a focus on “transformational programs” during Covid-19.

Fund Development: Link Carolyn reported there would be a fund development/fundraising committee meeting. Without a fundraiser, the chapter will need to consider a member assessment.

The fund development committee is happy to have the Grant writing team - members: Rossalind Woodhouse, Thelmajean Crovello, Victoria Fletcher, Tracy Flood Harris.

Meeting adjourned at 7:45 pm

Respectfully submitted by Alicia Stephens