**Alpha Kappa Alpha Sorority, Incorporated**

**Zeta Upsilon Omega Chapter – YDF Board Meeting**

***ZOOM MEETING***

***Wednesday, June 15, 2020* – 7:00 P.M.**

**Call to Order:** Meeting called to order at 7:10 P.M. by *President Lisa Brody*.

**Prayer:** A prayer was delivered by *Member Rita Wesley.*

**Roll Call:** Present - President Lisa Brody, Members Erin Savage, Lawanda Johnson, Bettye Newsome, Busara Pitts, Earline Gilbert, Jenee Skipper, Manitia Moultrie, Joi Davies, Rachel Cato, Nicole Johnson, Cassandra Williams, Rita Wesley, Lena Wilfalk, and Denise Smith

**Adoption of the Agenda:** The Agenda was unanimously accepted.

**Reading of Correspondence:** There were no correspondence.

**Reading of Minutes:** The minutes from the April 1st YDF Minutes were accepted with three revisions.

I. **Officer’s Reports:**

* **President/Executive Director’s Report –** *President Lisa Brody*

Thank you for your patience during this time as we ensure that we are fiscally sound for our 2020-2021 program year. Thanks to member Bettye Newsome and the Finance Team along with Member Manitia Moultrie to ensure that our Year End Audit and 990 was complete. Member Bettye called upon Lovett C.P.A. and they stepped in and assisted us with the Audit. Thank you to all who turned in their budget requests on time so when we come together in August for our Budget Meeting we will be prepared to hash things out in preparation for our Planning Meeting. Thank those members who have accepted my invitation for the ZUO/YDF Task Force. They have had their first meeting and will meet over the summer to prepare a report for the Fall. Thanks to Member Manitia and the AKAdemy staff for the job that they doing to make sure we stay in compliance with JWB. Thanks Member Betty Newsome and Member Tamara Howard for responding to JWB with any issues that arise. Please save the date for the AKA/YDF Retreat for August 8th. A survey will be coming out to see if members want to have a 2-hour virtual Retreat or postpone the Retreat. Monday August 17th will be the Budget Workshop and August 22nd is our Planning Meeting. You all have should have received an email that next year Boule and Leadership will be combined; the first part will be voting; the second part is a mandatory Foundation Meeting.

* **Vice President Report** – *Member Rita Wesley*

No report

* **Treasurer Report**  - *Member Betty Newsome*

***For the Period Ending May 31st 2020***

**Fundraising**

**$35,369.64 – Beginning Balance**

$1250.00 – Deposits

$2,000.00 - Checks

$4.00 – Service Charge

**$34,615.64 – Ending Balance**

**AKAdemy**

**$36,369.16 – Beginning Balance**

$8,656.65 – Deposits

$7,500.99 – Checks

$1,305.88 – Credit Card

$5.00 –Service Charge

**$36,213.94 – Ending Balance**

In April a proposal was submitted to migrate to Quick Books in order to be more organized and give more accurate reports. JWB is also requiring us to have either Quick Books or some other type of accounting software. The migration occurred on May19th. There was a cost of $377.50 (1-Year). Most of the data was verified but we are in need of a budget for fundraising, and enhancement of our charter accounts, and add general ledger accounts. An EIN number was set up and we will have 990 and 1099 reporting. We will have a Fundraising class and AKAdemy class so we will have two separate reports. We can have 5 users. Full access has been given to Member Betty and Member Debora Dandridge. Member Delphinia Davis has partial access to view reports (cash journals). We are requesting that Lovett C.P.A and CRI have access but these do not take away from our five for members. We would like to propose we have a trainer Pricilla Williams (Lovett C.P.A.) to come and make sure we are using Quick Books to its fullest and to comply with JWB. The cost of the training is $75.00/hour (maximum 5 hours). We transitioned from being a subcontractor with Sanderlin to direct contractor to JWB. On the accounting side JWB will be managing the accounting for the AKAdemy and will access to our reports but will not be able to change anything. The use of Quick Books will enhance our accounting and budget features and ensure that we have the ability to capture data and reports within the 48 hours if requested. Voucher Checks were looked into and the cost was higher so we will continue to use the checks that we have and then transition over when we are out. Member Lisa asked if there were any objections to Lovett C.P.A. having access to our Quick Books. There were no objections.

**II. Bylaws** – *Member Manitia Moultrie*

The August meeting has been designated as the Budget Meeting, but there is no language that discusses virtual meetings. Member Patrice and I are working on language to include virtual meetings in our By Laws. We will have a discussion in August and vote in September.

**III. Fundraising** – *Member Rita Wesley*

* The Alpha Omega Holiday Party is scheduled for Friday December 11th at the Coliseum; we just received the contract to forward to President Brody, but a I have few questions, the main one being why did venue increase $700.00. We meet the 1st Tuesday of each month via ZOOM. It is open to anyone who would like to attend.
* Christmas in July is scheduled for Saturday July 18th from 5 – 9. There is a requested donation of $19.55 (but you can give as much as you want). We filled out a request for D.J. Yoyo. Member Deborah Figgs-Sanders is completing the flyer;
* Debutante- the next meeting is scheduled for 6/18. The budget has been submitted and is based on 25 Debutantes. We will discuss the handbooks and workshops at the next meeting. We are waiting for an answer from the Task Force on whether Sorors can meet their Assessment through Debutante. We will be talking about a contingency plan should we have to postpone the date.

**IV. AKAdemy** – *Member Manitia Moultrie*

The Grant submitted to City of St. Petersburg for $20,000.00. There is a STEM camp offered with Florida Aquarium. We funded camp scholarships to 5 students; 2 will attend this week and 3 next week. We are requesting $108,961 from JWB for next year. We have budget that will lapse in September because we can’t spend all the money by the end of the fiscal year but JWB understand and this will not be held against us. The last Sunday in September is the rescheduled date for the Showcase at the Colisuem. This is the last date we can use funds from this year. We are looking for ways to commemorate the students.

**V. Assessment Task Force Update** – *Member Manitia Moultrie*

We met this week. We discussed budgeting and are planning to present findings in August for a vote in September. We are asking others to do research fundraising process of other organizations. The next meeting in 6/25 at 7:00.

**VI. YDF Directors Reports**

* **Education & Scholarships**
  + President Lisa announced that both AKAdemy and non-AKAdemy students were represented because it was open to Pinellas County students. She was very appreciative of the integrity of the committee and the process for awarding the scholarships.
    - **Think HBCU –** *Member Busara Pitts*
      * No Report
    - **Scholarships** - *Member Nicole Johnson*
      * On June 2nd a very non-traditional scholarship ceremony was held. We awarded $20,600.00 in scholarships award to 21 scholars. Each recipient received a hard copy and electronically process of how to receive their funding, a certificate and congratulatory letter.
* **Health and Wellness**
  + **Women’s Health Awareness and Wellness –** *Member Veronica Spencer*
    - No Report
* **Family and Community Development** –
  + **Global Impact** – *Member Lena Wilfalk*
    - We are still working on project pillow case, shoes to Soles for Souls and Days for Girls program. We are having a hard time connecting with the community refugee program since we can’t really meet face to face.
* **Economic Development** 
  + **Building Your Economic Legacy –** *Member Ruby Hope*
    - No Report
* **Arts** 
  + **The Arts! –** *Member Earline Gilbert*
    - No Report

**Old Business/Neww Business**

* No Report

**Announcements**

* A Reminder that August 17th is the Budget Meeting – Member Bettye was asked to please have a draft to ensure we have something to work with.
* We are still not having any in-person meetings throughout the summer.
* Please be careful, social distance, wear masks and wash hands. The numbers in the African American committee are doubling even among young people.
* Member Rita stated that after the April 1st meeting a more detail report from Harlem Nights was received, so she is working with Finance Team to make sure that the report is correct.
* Please attend the Juneteenth Event on Saturday June 20th.

**Adjourn**:

Meeting adjourned at 8:17 P.M.

Minutes submitted by Member Erin M. Savage, Grammateus

(Grammateus Signature/Date)

(Basileus Signature/Date)