

**Quarter 3
Executive Board Meeting**



March 21, 2023



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

HONOR THE PAST, ENSURE THE FUTURE

DSUAA 2022-2023 Executive Board Roll Call

- **President:** Leah Williams
- **Vice President:** Wesley Ridgeway
- **Recording Secretary:** Antionette Blake
- **Assistant Secretary:** Ralonda Ivy Smith
- **Treasurer:** Diane Kirby
- **Assistant Treasurer:** Alexander Hackett
- **Chaplain:** Cheryl Latney Bridges
- **Alumni Representative:** Dwight Deloatch
- **Alumni Representative:** LaSean Shelton
- **Historian:** Jasmine Goko
- **Parliamentarian:** Dr. Reba Hollingsworth
- **Sergeant-at-Arms:** Kevin Perry
- **Nominating Committee Chair:** Anordia Weatherly
- **Immediate Past President:** Clifton Burrell
- **Atlanta Metro:** Renee Gallman Jones
- **Aviation:** Peninah Kimani
- **Charlotte:** Nicole Hughery
- **Florida:** Arnold Nearn
- **Greater New Jersey:** Jacquelyn Gilbert
- **Greater Washington:** Dr. Robert Saunders
- **Kent County:** Rev. Dr. Geraldine J. Jones
- **New Castle County:** Carmen Harmon
- **Metro New York:** Renee LeGendre
- **Philadelphia:** Tyrone Manning
- **Sussex County:** Bernard Carr
- **Wesley Alumni:** Jessica Wescott



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Q3 Executive Board Meeting Agenda

- **Opening Prayer**
- **Roll Call**
- **Adoption of the Agenda**
- **Approval of Minutes: Q2 Exec Board - December 20, 2022**
- **Reports of Officers & Standing Committees**
 - President's Report
 - Vice President's Report
 - Treasurer's Report
 - Communications Committee
 - Scholarship Committee
 - Outreach Committee
 - Bylaws Committee
- **Reports of Local Chapters (2 minutes each)**
 - TBD
 - New Castle County Chapter
- **New Business**
 - DSUAA Logo
- **Good of the Order/Announcements**
 - Atlanta Chapter
 - Homecoming 2023
 - Chapter Awards
 - Elections 2023
 - National Convention
 - Upcoming Events
 - Open Forum



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Q3 Meeting Minutes - September 22, 2022 - Part 1

Call to Order:

President Leah Williams called the meeting to order at 7:02 PM

Opening Prayer:

Chaplain Cheryl Bridges led the opening prayer

Roll Call:

Recording Secretary, Antionette Blake, performed the Roll Call

needs updating

Executive Board Members Present:

Leah Williams, President
Wesley Ridgeway, Vice President
Antionette Blake, Recording Secretary
Diane Kirby, Treasurer
Alexander Hackett, Assistant Treasurer
Cheryl Bridges, Chaplain
Kevin Perry, Sergeant-at-Arms
Dwight Deloatch, Alumni Representative
Clifton Burrell, Immediate Past President
Renee Gallman Jones, Atlanta Metro
Arnold Nearn, Florida
Dr. Robert Saunders, Greater Washington
Dr. Geraldine J. Jones, Kent County
Carmen Harmon, New Castle County

Opening Remarks

Madam President opened the meeting with a welcome to new board members which included Dwight Deloatch, DSUAA Alumni Representative, Anordia Weatherly, Greater Hampton Roads Chapter, Penny Kimani, Aviation Affinity Group and Jessica Wescott, Wesley Alumni.

Adoption of the Agenda:

No additions or recommended changes

Approval of Minutes:

Q3 Executive Board - March 15, 2022: No corrections or recommended changes.



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

HONOR THE PAST, ENSURE THE FUTURE

Q3 Meeting Minutes - September 22, 2022 - Part 2

Reports of Officers & Standing Committees President's Report

• **Status of First 90-Days Goals:**

- A recap of what was presented at the National Convention was sent in advance of the meeting. A thank you to all Chapter Presidents and members for their support and reminder that if financial or physical support is needed, please submit a request.
- **Question** from Renee Coleman Jones: "Can you provide the link for the portal?"
- **Answer** from President Leah: "Yes, it will be sent in an email" (see below)
 - DSUAA Member Portal: Delaware State University Alumni Association Memberships - Membership Management Software (joinit.com)
 - DSUAA Discount Portal: Deals (enjoymydeals.com)
 - DSUAA Online Store: <https://www.dsuaahornetsnest.com>

• **Engagement: actions completed as it relates to providing benefits/activities to members:**

- A recap of what was sent in advance of the meeting.
- Only change made was to the Homecoming 5K Walk/Run which will be moved to November.

• **Outreach: actions completed as it relates to spreading awareness of DSUAA:**

- A recap of what was sent in advance of the meeting.
 - New Community Connections: A Banner Ad was purchased and will be placed in the Dover Mall during the month of October; will create a Selfie Contest during Homecoming Weekend. Financial partnership with Bayhealth is in the works
 - **Question** from Arnold Nearn: "What is the DSU College of Business Garage?"
 - **Answer** from Dwight Deloach: It is an entrepreneurship incubator program for students to collaborate on new business advocacy - learning how to start a business. Housed in the College of Business it teaches students how to start a business "out of the garage" (i.e. Amazon)

Vice President's / Membership Report:

- A review of the membership growth charts which were sent prior to meeting. Only change, as of today, there were 580 financial members which is higher than Q3 2021, we are growing slowly..
- There has been a significant increase quarter over quarter which is due to the efforts of DSUAA members. There are, however, many unaffiliated members and we are working to get them assigned to a local chapter.
- A referral program has been launched which awards gifts to members who refer others to become financial.



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Q3 Meeting Minutes - September 22, 2022 - Part 3

Financial Report:

- A review of the Treasury Report: Quarterly Budget Review
- July was a heavy month for revenue, however, August was more expense driven due to the awarding of Scholarships which totaled \$7600; tickets purchased for the President's Ball and payments to the University for the Alumni Legacy Scholarship which is \$10 per member's dues.
- **Statement** from Cliff Burrell: If this is a quarterly report it should be for 3 months, to include June.
- **Response** from Diane: This financial report is for the fiscal year 2023; June's report was presented at the Convention.
- **Response** from President Leah: As we haven't completed September the "Quarterly" Report is only covering 2 months as the June numbers were reported. A review of the Bylaws and a conversation with Dr. Reba Hollingsworth will be held for clarification and resolution will be shared with the Executive Board and also included in the minutes.
- No other questions or comments were made, the financial report will be filed for future audit.

Standing Committee Reports were sent in advance of the meeting and there were no questions or comments.

Reports of Local Chapters

- Florida Chapter - Arnold Nearn presented
- Greater Hampton Roads Chapter - Anordia Weatherly was not in attendance
- Kent County Chapter - Dr. Geraldine Jones presented
- New Castle County Chapter - Carmen Harmon presented

Unfinished Business: None from Q3

New Business

Question from Arnold Nearn on the status of the Alumni House

Answer from President Leah: The Alumni house has been painted, but a leak still exists in the basement; there is no furniture, the naming hasn't been completed, a 2nd Ribbon Cutting is being planned along with tours but DSUAA has not been invited. There will be a meeting between the Past President's Council and Dr. Allen for status before Homecoming.

Statement from Arnold Nearn: please let us know if there is anything that we can do to rally as an Executive Body.



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Q3 Meeting Minutes - September 22, 2022 - Part 4

Good of the Order/Announcements

- Announcements:
 - Outreach Committee - Alex Hackett is spearheading the Wilmington Toy Drive on 12/24 at the 76ers Field House from 10-2. Event for 250-300 kids and DJ Kutz will perform, there will be food and SGA God Brothers will be involved.
 - We are still seeking a candidate for the Nominating Committee Chair; no longer seeking to fill the Administrative Assistant position.
 - Alumni Forum with Dr. Allen on September 27th, WEBEX link will be sent
 - Homecoming : virtual event will kick off on 10/23, if anyone wants to participate in the parade they are welcomed.
- **Open Forum:**
 - Arnold Nearn questioned why there were 2 other Chapter events being held during the same time as DSUAA Welcome Reception on Friday evening, 10/28/22.
 - President Leah stated that although we encourage local chapters to partner with National, it is not mandatory. Renee Gallman Jones stated that they are partnering with Greater Hampton Roads for a Scholarship Fundraiser and tried to schedule the event so that it wouldn't conflict with the National Body.

Closing Prayer:

Cheryl Bridges

Meeting was adjourned at 8:06 PM

Recording Secretary:

Antionette Blake

In review of the bylaws, and after discussion with our DSUAA Parliamentarian, we confirmed the following below. Please feel free to reach out if you have any questions or concerns.

- DSUAA's fiscal year runs from July 1 through June 30th. June 2022 data is considered last year's financial data and should not be included in reports during this fiscal year.
- The DSUAA bylaws do not require a quarterly financial report. While our association meetings do take place on a quarterly basis, the financial report presented does not need to be a quarterly (3 month) report. The financial report presented at future Executive Board meetings will not be classified as a quarterly financial report



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Officer Reports:

President's Report

Engagement: actions completed as it relates to providing benefits/activities to members

- **Tiered Membership Gifts:** ongoing
- **Communication:** has been consistent (emails, social media, newsletter)
 - Completed "See it, Snap it, Share it" Campaign during month of October in which DSUAA sign was displayed in Dover Mall
 - Continue to push graphics to promote membership, discount portal, and online store
- **Local Chapter Engagement:**
 - Membership Directory provided to Chapter presidents ongoing in a monthly basis
 - Shared local chapter events to body within newsletter, email, and social media ongoing
 - Supported local chapter events through sponsorship and attendance (see events list)
 - Invited local chapters to participate in Homecoming parade and other Homecoming activities
- **Member Engagement:**
 - Provided the following events for Alumni to participate in:
 - Several Homecoming Events: Welcome Reception, Back on the Yard Concert, Membership Table, Tailgate, Party, Dorm Decorating Contest
 - DSU DAY
 - Hosted Alumni Forum: Membership Town Hall for membership to provide feedback; survey was also provided as an opportunity for anonymous feedback
 - Alumni Holiday Reception
 - Continued promotion of Referral Program
 - Continued promotion of Discount Benefit
- **Student Engagement:**
 - Partnered with students to provide volunteer hours in support of DSUAA activities including promotional video for Homecoming, Inventory, Midnight breakfast, and Mid-Year Summary video
 - Provide Dorm Decorating Contest to students
 - Visited Dorms during Homecoming
 - Hosted Luncheon for Winners of Dorm Decorating Contest
 - Participated in College of Business DEEP Day as volunteers including hosting Alumni Panel and volunteering to assist several sessions
 - Partnered with students to obtain donations for Dreams Come True Toy Drive
- **University Engagement**
 - Monthly tag-up with Office of Alumni Relations
 - Monthly tag-up with Career Services
 - Participate on DSU Homecoming Committee
 - Attended University Homecoming events
 - Worked with University to Prepare Alumni House for Homecoming Opening
 - Participated in Alumni House Ribbon Cutting and Tours
 - Alumni House Tours are ongoing
 - Participated as volunteers at College of Business DEEP Day in multiple capacities
 - Hosted Alumni Holiday Reception in partnership with Alumni Relations
 - Hosted Dorm Decorating Luncheon in partnership with Alumni Relations
 - Attended University Scholarship Ball



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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President's Report Continued.....

Outreach: actions completed as it relates to spreading awareness of DSUAA

- **Membership Awareness:**
 - "See it, Snap it, Share it" Campaign
 - Membership Referral Program
- **Homecoming:** shared contact information cards and wristbands at Football Game, also partnered with several organizations to reach non-members of all generations
- **DSU Student** participated in events with university to further engage with students including DEER Day, Dorm Decorating Contest, DSU Day, and Toy Drive
- **Local Chapter Awareness:** ongoing - sharing local chapter events in multiple platforms
- **DSU Event Summary:** DSUAA has attended/supported/promoted the following DSU Events:
 - Delegation from Africa Tour of Alumni House
 - University Scholarship Ball
- **New Chapters/Affinity Group**
 - Received new contact for Wesley Alumni in Southern California
 - Potential interest in starting San Antonio Chapter
- **Bayhealth Partnership**
 - Continuing to feature Bayhealth in newsletter

needs updating

List of Events and Activities

October Events

- Visit to Equestrian Team event - 10/1
- Class of 1972 Reunion Event - 10/8
- GHR Social at the DSU vs NSU Football Game - 10/15
- College of Business DEEP Day - 10/20
- Homecoming 2023 - 10/27, 10/28, 10/29, 10/30

November Events

- SCC Meeting Q&A Session - 11/1
- Delegation from Africa Tour Alumni House - 11/2
- KCC Theater of the Arts Event - 11/5
- DCT Toy Drive Kickoff Meeting
- DSU Day - 11/16
- Alumni Forum: Membership Town Hall - 11/29

December Events

- Dorm Decorating Contest Winners Luncheon - 12/5
- Alumni Holiday Reception - 12/5
- University Scholarship Ball - 12/10
- Dreams Come True Toy Drive - 12/24



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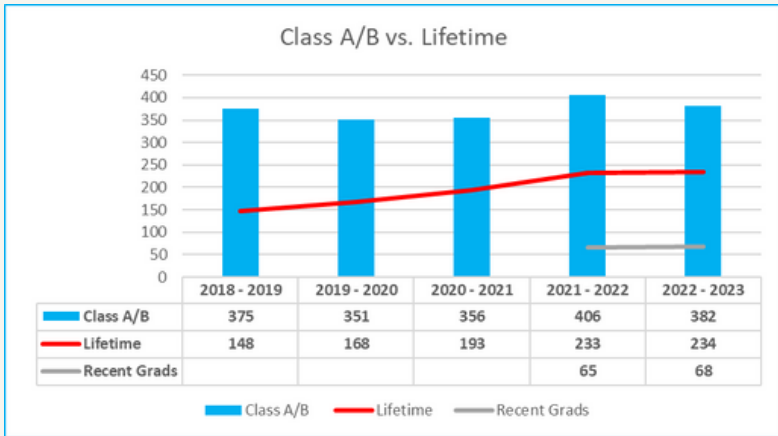
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Officer's Reports

Vice President's Report: Membership

Membership growth has been strong and consistent. With your ongoing support we have been successful in connecting with and engaging alumni. As we continue to execute on our objectives, we expect to exceed last year's financial membership totals and through your partnership we're off to a good start. We will continue to research ways to offer value to our membership and the university. If you have any ideas, please share them because together we can achieve our goals and build a strong alumni association.

needs updating



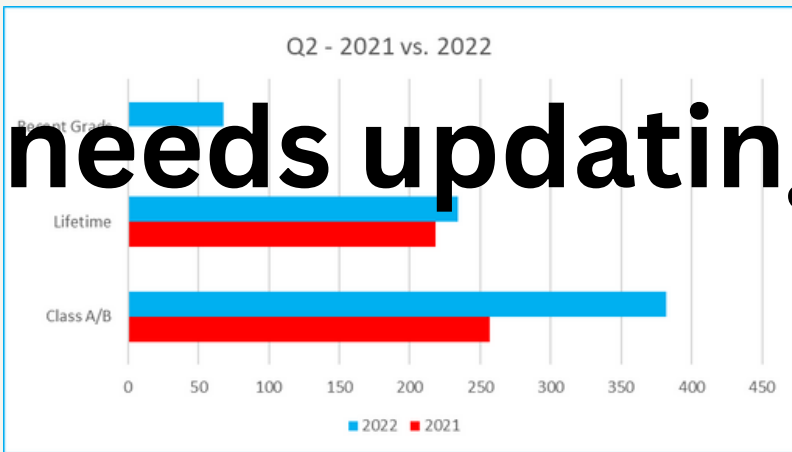


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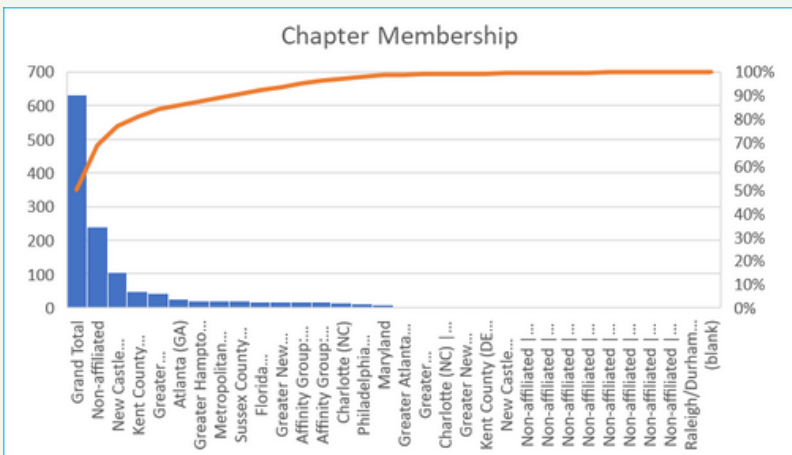
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Officer's Reports

Vice President's Report: Membership continued....



Membership designation continues to reflect a large representation of members not affiliated with a local chapter. Please review and assist with updating chapter designations.





DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Officer's Reports

Vice President's Report: Membership continued....

To summarize our position:

- 1,020 - Total alumni in database
- 684 - Financial including Class A & B, Life Members, Recent Grads who are utilizing their free membership
 - 8 Recent Grads (Class of 2022)
 - 234 Life Members (202 completed, 32 in progress)
 - 382 Class A (378) and Class B (4)

needs updating

Please continue to advocate for the association and ask your members to pay their national and local dues. If you know any Alumni who is not a member of the Alumni Association, please ask them to join. Thank you for your ongoing support.

Wesley A. Ridgeway
DSUAA – Vice President

MEMBERSHIP

*When You Refer A Friend,
We ALL Win*



How do you participate?

1. Tell a friend or family member about DSUAA
2. Member joins DSUAA by paying membership dues
3. Member lists your name as "referred by"
4. A prize will be mailed directly to your home



Refer five or more members to receive a t-shirt



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Treasury's Report

REVENUE			
	Projected FY 22-23	Q1 Credits	FY 23 Credits Total
Proposed Revenue			
Total Dues	\$ 38,500.00	\$ 20,755.96	\$ 28,710.55
Homecoming	\$ 20,000.00	\$ 860.56	\$ 8,980.33
Interest & Dividends	\$ 1,500.00	\$ 39.42	\$ 66.80
National Convention	\$ 5,000.00		
Fundraising	\$ 5,000.00		\$ 2,833.60
Miscellaneous Revenue	\$ 1,000.00		\$ 2,300.00
TOTAL INCOME	\$ 71,000.00	\$ 21,655.94	\$ 42,391.40

needs updating

EXPENSES				
	Projected FY 22-23	Q1 Debits	October & November Debits	FY 23 Balance
Fixed Operating Expenses				
Bond Insurance	\$ 359.00	\$ (359.00)	\$ -	\$ -
Liability Insurance	\$ 450.00	\$ (106.23)	\$ (70.82)	\$ 272.95
Variable Operating Expenses				
Administrative	\$ 1,500.00	\$ (842.23)	\$ (199.00)	\$ 458.77
Postage	\$ 1,500.00	\$ (1,274.89)	\$ -	\$ 225.11
Miscellaneous (one-time unexpected)	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Chapter Support & Development	\$ 4,000.00	\$ (290.00)	\$ (100.00)	\$ 3,610.00
Outreach	\$ 500.00	\$ (250.00)	\$ (1,030.99)	\$ (780.99)
Student Scholarships	\$ 15,000.00	\$ (7,600.00)	\$ -	\$ 7,400.00
President's Ball	\$ 3,000.00	\$ (2,925.00)	\$ -	\$ 75.00
National Convention	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00
Homecoming	\$ 15,000.00	\$ (2,079.18)	\$ (11,183.50)	\$ 1,737.32
MEAC	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00
Student Engagement	\$ 1,000.00	\$ (250.00)	\$ -	\$ 750.00
Travel - Officers	\$ 4,500.00	\$ (518.99)	\$ (180.66)	\$ 3,800.35
Tax Preparation & Audits	\$ 500.00	\$ -	\$ -	\$ 500.00
Meeting Hospitality	\$ 500.00	\$ -	\$ -	\$ 500.00
Bereavement	\$ 500.00	\$ -	\$ -	\$ 500.00
Fundraising	\$ 1,000.00	\$ (57.86)	\$ -	\$ 942.14
Communication/Technology	\$ 2,500.00	\$ (923.53)	\$ (48.99)	\$ 1,527.48
President's Discretionary	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Membership Committee	\$ 5,500.00	\$ (1,419.80)	\$ (895.87)	\$ 3,184.33
DSUAA Events	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
DSU Sponsored Activities/Events	\$ 1,000.00	\$ (855.05)	\$ (55.00)	\$ 89.95
DSUAA Membership Donations	\$ 4,600.00	\$ (2,230.00)	\$ (650.00)	\$ 1,720.00
TOTAL EXPENSES	\$ 70,809.00	\$ (21,981.76)	\$ (14,344.01)	\$ 39,012.41

	Projected	Q1	OCT/NOV	FY23 YTD
TOTAL INCOME	\$ 71,000.00	\$ 21,655.94	\$ 20,735.46	\$ 42,391.40
TOTAL EXPENSES	\$ 70,809.00	\$ (21,981.76)	\$ (14,414.83)	\$ (36,396.59)
Difference	\$ 191.00	\$ (325.82)	\$ 6,320.63	\$ 5,994.81



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Standing Committee Reports

Communications Committee

- Frequent Email Communication to Alumni
- Interactive Monthly Newsletter
- *Consistent posting and cross-promotion on other DSU social media platforms*
- *Interactive with alumni and Hornet community on social media*

- *Social media summary:*

- *Facebook - 102 followers, 4 new followers, 11, 17 reach*

- *Instagram - 2,228 followers, 50 new followers*

- *LinkedIn - 1.7K followers,*
- *Twitter - 157 followers, 17 new followers*
- *TikTok - growing engagement and followings*

needs updating

Scholarship

- Scholarship Committee will review received applications for potential Spring Semester Scholarship awards

Outreach

- Dreams Come True Toy Drive
 - Location: Sixers Field House
 - Date: Saturday, December 24
 - Time: 10:00am - 2:00pm
 - More than \$6,000 raised for Toy Drive so far
 - Several partnering organizations to donate more than one thousand toys

Bylaws Committee

- No updates at this time.



DELAWARE STATE UNIVERSITY ALUMNI ASSOCIATION

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Local Chapter Reports - New Castle County Chapter

DSUAA, NCC Executive Board Report Q3 2023 (January 1, 2023 – March 15, 2023)

We continue to meet virtually every 4th Tuesday of the month. As of 3/1/2023 we have 111 members that have paid their local New Castle County Chapter dues and 39 DSUAA, National Life members.

DSUAA, NCC – Executive Board (2022 – 2024)

Carmen D. Harmon – President
Kia Wyatt-Woolfolk – Vice President
Darlene M. Bond – Recording Secretary
Waverly A. DeBraux III – Treasurer
Dr. Lisa Lancaster – Financial Secretary
Ned Brown – Parliamentarian
Rev. Theresia Holmes - Chaplain

January 2023

- January 9, 2023, DSUAA, NCC – Chapter Members attended DSU vs. Norfolk State Basketball Game
- January 10, 2023, DSUAA, NCC – 40th Annual Scholarship Luncheon Committee Meeting
- January 17, 2023, DSUAA, NCC – Executive Board Meeting
- January 18, 2023, DSUAA, NCC – President, Carmen Harmon attended DSUAA Logo competition committee Meeting
- January 19, 2023, DSUAA, NCC 40th Annual Scholarship Luncheon Committee Meeting
- January 24, 2023, DSUAA, NCC Chapter meeting (30 members in attendance)
- **Note: Weekly Informational Messages are sent via email to DSUAA, NCC Chapter Members every Tuesday by Chapter President, Carmen D. Harmon**

February 2023

- February 15, 2023, DSUAA, NCC – Planning Meeting DSU Alumni Day Activities
- February 16, 2023, DSUAA, NCC 40th Annual Scholarship Luncheon Committee Planning Meeting
- February 18, 2023, DSUAA, NCC – Members attended and supported DSU Alumni Day (recruited members and marketing activities for Scholarship Fundraiser Event)
- February 18, 2023, DSUAA, NCC – Member Ned Brown attended Dr. Taylor's retirement party
- February 21, 2023, DSUAA, NCC – DSUAA, NCC Executive Board Meeting
- February 25, 2023, DSUAA, NCC – 1st Annual Scholarship Fundraiser Dance Party at Belvedere Fire Hall
- February 28, 2023, DSUAA, NCC – Chapter Meeting (28 members in attendance) Meet & Greet with DSU Athletic Director, Football Coach and Men's and Women's Basketball Coaches

Note: Weekly Informational Messages are sent via email to DSUAA, NCC Chapter Members every Tuesday by Chapter President, Carmen D. Harmon

March 2023

- March 1, 2023, DSUAA, NCC – President, NCC Carmen Harmon attended DSUAA Logo Competition meeting.
- March 15, 2023, DSUAA, NCC – Executive Board Meeting
- March 16, 2023, DSUAA, NCC 40th Annual Scholarship Luncheon Committee Planning Meeting
- March 22, 2023, DSUAA NCC – Chapter Meeting

Note: Weekly Informational Messages are sent via email to DSUAA, NCC Chapter Members every Tuesday by Chapter President, Carmen D. Harmon

Upcoming Events:

- DSUAA, New Castle County – Scholarship Applications – DSU – Incoming Freshman Fall 2023 due 6/10/2023
- DSUAA, New Castle County – 40th Annual Scholarship Luncheon – Sunday, August 20, 2023, at the Chase Riverfront

Respectfully Submitted,
Carmen D. Harmon – President, New Castle County Alumni Chapter
302-220-0905



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Quarter 3
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March 21, 2023