



Alpha Kappa Alpha Sorority, Incorporated®
Theta Rho Omega Chapter



Executive Committee Meeting Agenda
October 20, 2025

B.A.D.D.I.E.

- | | |
|--------------------------------|--------------------------|
| I. Call to Order | Soror Stephanie L. Ivey |
| II. Meditation | Soror Jean Rogers-Yates |
| III. Adoption of Agenda | |
| IV. Minutes | Soror Renita Craig |
| V. Officer Reports | |
| Basileus | Soror Stephanie L. Ivey |
| Anti-Basileus | Soror Carolyn Levystein |
| Pecunious Grammateus | Soror Kamela Fulbright |
| Tamiouchos | Soror Vanessa Vavasseur |
| Epistoleus | Soror Lolita Liggons |
| Hodegos | Soror Danielle Hill |
| Parliamentarian | Soror June Cole Boulware |
| Historian | Soror Imani Crenshaw |
| Ivy Leaf Reporter | Soror Tondalaya Lloyd |



VI. Committee Reports

AKApe	Soror Fabienne Williams Neiman
AKA Connections	Soror Tondalaya Lloyd
Archives	Soror Stacy Johnson
Bylaws	Soror June Cole Boulware
Communications	Soror Brittany N. Wilson
Founders' Day	Soror Vanessa Vavasseur
Fundraising	Soror Kamela Fulbright
Generation Next	Sorors Amanda Mitchell/Alexis Lenoir
Leadership	Soror Jacqueline Brown
Logistics	Soror June Cole Boulware
Membership	Soror Marsha Carthan
Nominating	Soror Brittany N. Wilson
Panhellenic Council	Soror Shatina Edwards
Protocol	Soror Gabrielle Hayes
Risk Management	Soror Chanay Mackey
Rituals	Soror Andrea Sanders
Scholarship	Soror Telia Chilton
Sisterly Relations	Soror Bridget Lynch Alderson
Standards	Soror Gloria Pleasant
Technology	Soror Vanessa Vavasseur

VII. Program Reports *(Boldly Accepting Duties Designed to Implement Excellence)*

Strengthen our Sisterhood	Soror Bridget Lynch Alderson
Empower our Families	Soror LaShelle Royster
Build our Economic Wealth	Soror Renita Craig
Enhance our Environment	Soror Diane Robinson
Advocate for Social Justice	Soror Tondalaya Lloyd
Uplift our Local Community	Soror Danielle Brasfield
Unfinished Business	
New Business	
Announcements	Soror Lolita Liggons
Adjournment	Soror Stephanie L. Ivey



**ALPHA KAPPA ALPHA Sorority, INC.
Theta Rho Omega Chapter**

Date: Monday, September 15, 2025

Executive Meeting No. 7

The meeting was held on September 15, 2025. The meeting was called to order at 6:32 PM by the Basileus Soror Stephanie L. Ivey. Grammateus, Soror Renita Craig was present. The meditation was presented by Soror Jean Rogers Yates. A quorum was established (X) yes () no. There were 26 members present. See attached attendance list.

I. The agenda was adopted by general consensus.

II. The minutes were approved with three corrections.

- Attendance for Soror Vanessa Vavasseur was marked as no. Attendance will be corrected
- The meeting time was corrected as 8:38pm
- The financial balances will be rewritten and adjusted

III. Officers Reports

A. Basileus - Soror Stephanie L. Ivey presented the Basileus report:

- Attended a meeting with Madam Regional Director and the Basilei council
- 9/8/25 met with Madam Regional Director
 - Cluster Retreat: September 26-27th
 - Cluster Retreat's focus will be on Training
 - Attire: Business Casual. No Jeans
 - Submit your registration to the Cluster Retreat to Soror Brittany Wilson
- Madam Regional Director has required that undergraduate sorors must attend a specific amount of conferences
- Boule: July 18 - 24, 2026 (Date Change) - Las Vegas
 - No transportation provided due to the hotels being connected
 - If you require accommodations, please arrange those independently
- CRC: Indianapolis, Indiana
 - Open registration in December 2025
 - Conference held at the convention center
 - Make hotel registration when opened.
- Central Regional Conference:

- April 9 - April 12, 2026
- Resolved the bank issue
 - Both accounts in good standing
- Program Chairmen served over the summer
 - Thanks to Soror LaShelle Royster and Soror Kamela Fulbright for making CHIPP donations
 - Thanks Soror Amanda Mitchell and Alexis Lenoir for the reactivation event
 - Thanks Soror Danielle Brasfield for facilitating a school supply drive for educators
- Madam Regional Director is looking to reactivate 500 sorors by Boule
 - If you know someone who does not have a chapter, please invite them to a chapter meeting.
- Madam Regional Director is combing Joint Founders Day between Central Region & Midwestern Region in Missouri on January 31, 2026.
 - TRO will most likely lean towards a smaller event

B. Anti-Basileus Report– Soror Carolyn Levystein presented the report.

- Our programs are on target. A meeting with the program chairmen will be held to submit stats for Q2 International program reports.
- Noted that the program chairman worked hard over the summer
 - Lashelle Royster did a CHIPP event
 - Danielle Brasfield organized a drive for school supplies
 - Tondalaya Lloyd organized a back to school event
 - Alexis Lenoir and Amanda Mitchell organized a reactivation event
- Sorors attend Church with Soror Jean Yates and attended an event at Governors State University

C. Pecunious Grammateus Report - Soror Kamela Fulbright presented the report. In the months of June, July, and August, 2025. For the month of June, 2025 the chapter collected \$5,598.00. For the month of July, 2025 the chapter collected \$330.00. For the month of August, 2025 the chapter collected \$1,301.00. The Pecunious Grammateus Report will be filed for audit and placed online in the Members Only section of the TRO website.

D. Tamiouchos - Soror Vanessa Vavasseur presented the Tamiouchos report for the months of June, July, and August 2025. For the month of June, 2025: Operations account balance \$41,867.82; Program account

balance \$34,818.04; Contingency account balance \$3,279.59. For the month of July, 2025: Operations account balance \$38,709.45; Program account balance \$34,818.04; Contingency account balance \$3,279.59. For the month of August, 2025: Operations account balance \$36,426.45; Program account balance \$45,342.09; Contingency account balance \$3,279.59. The Tamiouchos Report will be filed for audit and placed online in the Members Only section of the TRO website.

- BMO Harris bank credited the Operations account: \$934.17
- The chapter also received a new checking account
- 9/3 - finance committee met
 - A paper copy of the budget will be distributed to review the budget at the chapter meeting
 - The budget will be discussed at the October meeting

E. Epistoleus Report - Soror Lolita Liggons presented the report

- Soror Michelle Torian - thanks for silver gifts
- Soror Nicole Wilson - thanks for the pink summer soiree
- 5k Walk Sunday, 9/12 - seeking donations

Motion: Soror Vanessa Vavasseur moved and was properly second by Soror LaShelle Royster to support the 5K Walk on an individual basis. The ayes have it. The motion carries.

F. Hodegos Report - Soror Danielle Hill presented the report.

- Birthdays, initiations and anniversaries for the month of August and September were shared and celebrated with applause.

I. Committee Reports

A. AKA Connections and Social Justice - Soror Tondalaya Lloyd presented the report

- Met on 7/23 - planning for expungement and pre-trial seminar
- Joliet Chapter of Delta Sigma Theta (DST) - Extravaganza 11/1 (11am - 1pm)
 - Expungement
 - Wraparound services
 - Volunteers needed to set up
 - Look for more details
- Training Sorors on the expungement process
- Primaries are in March

- Put your yard signs and get ready to vote
- National Voter Registration Day:
 - Voter toolkit on social media
 - Where to find voter locations
 - Sept 23: International Advocacy Day
 - Looking for representation
 - Madam Regional Director will attend
 - Located at Prairie State College

B. Fundraising Report - Soror Kamela Fulbright presented the report.

- Closeout
 - Pink Summer Soiree
 - Scholarship
 - Thanks to Soror Monica Guthrie Purchase for hosting
 - Thanks to Soror Gloria Pleasant
 - Thanks to decorating by Soror Alexis Lenoir
 - Bring back live music and DJ
 - Placement of signage
 - Updates to decorations
 - Raised approx \$30,000
 - Invoices have been sent for Sorors who have not paid balances
- Pretty Day Affair
 - R Lounge - Country Club Hills
 - DJ
 - VIP sections
 - Tickets on sell for \$35.
 - Ticket prices will increase after the chapter meeting
 - VIP: \$200 - 250
 - 5 seat: 250 - 300
 - Waitlist for VIP tables
 - Sorors do not buy tickets on Give Butter
 - Purchase on Wild Apricot

C. Leadership - Soror Jackie Brown presented the report

- Retreat - overnight retreat discussion in the works
- Be timely.
- Wear pink and green to Cluster Retreat

D. Protocol - Soror Gabriella Hayes

- Attire - focus on chapter meeting attire and cluster attire

E. Sisterly Relations/Strengthen our sisterhood - Soror Bridget Alderson

- Sat, 10/11: Sip, Savor & Shop
- Games, light snacks
- Flossmoore: Eclectic Artistry

F. Nominating Committee - Soror Brittany Wilson presented the report

- Chapter meeting will be the deadline to submit applications for officers.
 - Deadline is on 11:59pm on 9/20/25
- Five positions will be open this year
 - Grammateus
 - Anti-Grammateus
 - Pecunious Grammateus
 - Ivy Leaf Reporter
 - Epistoleus

G. Build Our Economic Wealth – Soror Renita Craig presented the report.

- Monthly Black Dollars
- TRO Business Directory
- Sister Circles

III. Unfinished Business: None

IV. New Business:

- Foundations are necessary if the chapter wants to fundraise by December 31, 2025
 - Ad-hoc committee formed after the June chapter meeting to explore the feasibility of the chapter foundations
 - Committee: Soros June Cole Boulware, Vanessa Vavasseur, Kamela Fulbright, Amanda Mitchell, and Brittany Wilson
 - As of 2025, Madam Supreme has provided official guidelines regarding Chapter Foundations
 - The booklet can be purchased on the Members only portal
 - Basic info: AKA is a 501(c) (7), social organization
 - Benefits:
 - Purchase property

- Tax-deductible
 - Enhance fundraising capacity
 - Greater credibility
 - Potential to obtain grants
- Alternative: Fund all programs as a chapter
- Risks not to have a foundation:
 - Taxed heavily and penalized by corporate office
 - Funded by members
 - Unable to receive grants
- Challenges:
 - More work for Sorors
 - Not enough members to support the workload
 - Extremely tight timeline

Motion: Soror Brittany Wilson moved and it was properly second by Soror Chanay Mackey to accept the recommendation to form a non-profit organization as a charitable arm for 2026 and beyond. The ayes have it. The motion carries.

- Poll: . Should TRO Chapter establish a 501(c)(3) foundation/Nonprofit Organization
 - 21/21 voted Yes

Article I – Name and Purpose

- The organization’s name is left blank for later legal insertion.
- It is organized under Section 501(c)(3) for charitable, educational, and community service purposes.
- The NPO’s mission focuses on education, health, economic development, and social well-being in underserved communities.

Article II – Membership

- Eligibility: Open to active, dues-paying members of Theta Rho Omega Chapter.
- The NPO is legally independent from both the chapter and Alpha Kappa Alpha Sorority, Inc.
- Annual Meeting: Held every January to elect board members, approve budgets, and amend bylaws.
- Quorum: One-third ($\frac{1}{3}$) plus one of members.
- Voting Rights: Each member has one vote; no proxies allowed. For virtual meetings, members must appear on video to vote.

Motion: Soror Brittany Wilsom moved and it was properly second by Soror Carolyn Levystein that the NPO Committee was granted \$2,500 from the contingency account to pay for the formation fees. The ayes have it. The motion carries.

- Poll provided for start-up cost
 - 23/24 Voted Yes

Article III – Board of Directors

- The Board governs and manages the organization.
- Responsibilities include policy development, property management, filling vacancies, holding annual meetings, and ensuring compliance.
- Composition: 9 directors, including ex-officio members from Theta Rho Omega (President, Vice President/Program Chair, Treasurer).
- Terms: Two-year terms, renewable once (maximum four consecutive years).
- Meetings: At least quarterly; notice required 10 days in advance.
- Quorum: One-third ($\frac{1}{3}$) plus one of Directors.
- Special Meetings: May be called by the President/CEO or any five Directors with three days' notice.

Article IV – Officers

- Officers include: President/CEO (Chair), Vice President/Executive Director, Treasurer, Financial Secretary, Secretary, and Parliamentarian.
- All are members of the Board.
- Terms: Two years; Parliamentarian appointed by the President.

Key Roles

- President/CEO: Oversees all operations, presides at meetings, is an ex-officio member of all committees (except Nominating), and must be bonded.
- Vice President/Executive Director: Manages daily operations and substitutes for the President when needed.
- Treasurer: Manages all financial reports, budgets, disbursements, and filings; chairs the Finance Committee; bonded.
- Financial Secretary: Records all funds, issues receipts, maintains member financial records, and supports the Treasurer; bonded.
- Secretary: Keeps meeting minutes and maintains organizational records.
- Parliamentarian: Advises on bylaw interpretation and enforces *Robert's Rules of Order*.

Article V – Committees

The Board may form committees as needed, including:

- Finance Committee: Prepares annual budget; chaired by Treasurer.
- Fundraising Committee: Plans events and activities requiring member approval.
- Audit Committee: Conducts annual financial audits; members cannot serve on Finance Committee.
- Service, Programs, and Charity Committee: Oversees community and charitable initiatives.
- Grants Committee: Researches and applies for funding opportunities.
- Governance Committee: Provides member training and brand promotion.
- Nominating Committee: Develops slates for Board, Treasurer, and Financial Secretary positions.
- Ad Hoc Committees: Created as needed for specific purposes.

Article VI – Financial Administration

- Fiscal Year: January 1 – December 31.
- Donations: Used in alignment with NPO's mission; tax-deductible receipts issued as required by law.
- Prohibited Transactions: No earnings or benefits distributed to members or officers, except reasonable compensation for services rendered.

Article VII – Meetings

- Annual Meeting: For elections, bylaw amendments, budget approval, and reporting.
- Notice: Written notice at least 30 days prior, with agenda attached.

Article VIII – Amendments

- Amendments require two-thirds ($\frac{2}{3}$) vote of members at a meeting with quorum.
- Must be proposed 30 days in advance with:
 1. Current language
 2. Proposed change
 3. Rationale
 4. Fiscal impact
 5. Impact on other provisions
- Board must review and issue a recommendation ("recommended" or "not recommended") with rationale.

Article IX – Parliamentary Authority

- Robert's Rules of Order (Newly Revised) governs all procedures not specifically covered by these bylaws.

Article X – Dissolution

- Requires two-thirds ($\frac{2}{3}$) majority vote with prior notice.
- Board presents a dissolution plan for membership approval.
- Assets must be distributed to another 501(c)(3) or government entity after paying debts and obligations.

Motion: Soror Brittany Wilson moved and it was properly second by Soror Carolyn Levystein to accept the MOU for the non-profit. The ayes have it. The motion carries.

- Poll: To accept the MOU as written
 - 24/24 voted Yes
 - Bylaws will be submitted to Corporate by the October meeting

Motion: Soror Brittany Wilson moved and it was properly second by Soror Carolyn Levystein to accept the proposed non-profit bylaws, noting there will be corrections, edits, and additions provided in the chapter meeting. The ayes have it. The motion carries.

- Poll: To accept the proposed NPO bylaws with edits and additions
 - 23/23 voted Yes

V. Announcements:

- Soror Lashelle Royster - announced that she created an Amazon link for Cluster retreat
- Soror Diane Robinson and Soror Dawn Davis announced a Tree Planting even on 10/18/25
- Madam Basileus will not be present for the chapter meeting or the Cluster Retreat

Adjournment: The meeting was adjourned at 9:15 pm.

Soror Stephanie L. Ivey, Basileus

Soror Renita Craig, Grammateus

Date Accepted _____

Attendance: September 15, 2025

Sorors:	Present:
Alexis LeNoir	Y
Amanda Mitchell	Y
Andrea Sanders	N
Bridget Lynch Alderson	Y
Brittany Wilson	Y
Carolyn Levystein	Y
Chanay Mackey	Y
Danielle Brasfield	N
Danielle Hill	Y
Diane Robinson	Y
Fabienne Williams Neiman	Y
Gabriella Hayes	Y
Gloria Pleasont	Y
Imani Crenshaw	N
Jacqueline Brown	Y
Jean Rogers Yates	Y
June Cole Boulware	Y
Kamela Fulbright	Y
LaKisha Hillard	Y
LaShelle Royster	Y
Lolita Liggons	Y
Marsha Carthan	N

Monica Guthrie Purchase	Y
Renita Craig	N
Rose Lee	Y
Shatina Edwards	Y
Stacy Johnson	Y
Stephanie L. Ivey	Y
Telia Chilton	Y
Tondalaya Lloyd	Y
Vanessa Vavasseur	Y