

Officer Reports



October 2020 Basileus Report ~ Soror Alecia Carter, Basileus

Greetings IEO Sorors:

As the 2020 Holiday Season approaches, so does the end of the 2020 program year for Alpha Kappa Alpha Sorority, Inc. The 2019 End of Year process was a learning experience with ensuring end of year reports were submitted timely. With that said, I am asking all officers who are responsible for the submission of reports to start gathering all monthly documents and reports to prepare for a timely and efficient submission.

The upcoming months is the beginning of a fresh start to IEO's 2021 Year of Excellence. During the November chapter meeting the Standards Committee will host a retreat, and an abbreviated planning session pertaining to pertinent information critical to the operations of our chapter. We will also have the elections of officers. Sorors, please take the time to review the Chapter By-Laws to determine the office where you can best utilize your skillsets to do the work that needs to be done. Thank you in advance for your willingness to serve.

Sorors, please join me in giving Tea Roses to Sorors Theodora Smiley Lacey. The celebration of the opening of the Theodora Smiley Lacey Elementary School, in the midst of a pandemic, was well executed. It was an exciting day for Soror Theodora and an extremely exciting day for IEO members. A total of 21 IEO sorors came out to celebrate Soror Lacey on September 17, 2020.

On September 21, 2020, Alpha Kappa Alpha Sorority, Inc. hosted a live broadcast on Facebook, HBCU for Life, Impact Day, (1 Million in 1 Day). A total of 1.3 million online contributions were made. Per Madam Supreme Basileus, Dr. Glenda Glover, this total did not include checks in the mail and other contributions. I would like to give Kudos to IEO sorors for contributing a total of \$2090.00 to HBCU for Life. Thanks to all sorors that leveled up to make this contribution possible. Tea Roses to Program Committee members for hosting the HBCU week, which was held September 20th – 26th, 2020.

A notification from the Corporate office was submitted to all Chapter Basilei and Graduate Advisors informing us that the Educational Advancement Foundation (EAF) Dues will remain at \$10.00.

Madam Regional Director provided a list of dates that will take place via Zoom:

Undergraduate Zoom Meeting held: September 26, 2020 – Undergraduates and Graduate Advisors attendance requested.

Save the Date: October 31st Fall Cluster Zoom Ins: (One-Hour Cluster Sessions)

8:30 am - 9:30 am - Cluster V
10:00 am - 11:00 am - Cluster IV
11:30 am - 12:30 pm - Cluster III
1:00 pm - 2:00 pm - Cluster II
2:30 pm - 3:30 pm - Cluster I

Registration will be available on the NAR website soon.

Small Business Webinar Series: New Jersey Small Business Development Center at Stockton University and the North Atlantic Region of Alpha Kappa Alpha for a FREE online marketing webinar series.

- October 19, 2020 - Marketing Without Money
- October 26, 2020 - Branding 101
- November 2, 2020 - Creating and Using Your Marketing Plan and Calendar

The Seminars are Free and Presented Online Only From 7 pm to 8:15 p.m.

Symposium Addressing Maternal Health in Black Women- Call for Abstracts – Advocates to eliminate to eliminate health disparities in the black community.

- October 14th, 21st, 28th, from 5 p.m. to 7:00 p.m. EST.

For additional information regarding upcoming activities, look for the email eblast from MRD: **Fall Conference Update, Election Countdown & More!**

This concludes my report thank you for the opportunity to serve.

IEO CHECKING ACCOUNT

BEGINNING BOOK BALANCE: September 1, 2020 \$ 11,280.48

ENDING BOOK BALANCE : September 30, 2020 \$ 11,272.36

DEPOSITS:

	Check #	Date	Amount
Refund of Overpaid Reimbursement from A. Carter		30-Sep	\$ 85.00

TOTAL DEPOSITS: \$ 85.00

DISBURSEMENTS:

J. Small-Dixon - Courtesy - Reimbursement of Exps	4721	\$ (18.12)
J. Hawkins - Courtesy gift - new baby	4722	\$ (25.00)
L. James - Courtesy gift - marriage	4723	\$ (50.00)

Outstanding Checks:		
4388	\$	100.00
4435	\$	50.00

Total: \$ 150.00

TOTAL DISBURSEMENTS: \$ (93.12)

RECONCILIATION:

Book Balance:	\$ 11,272.36
Outstanding Checks:	150.00
Bank Balance:	\$ 11,422.36

IEO GRANT/PROGRAM ACCOUNT

BEGINNING BOOK BALANCE: September 1, 2020 \$ 10,443.53

ENDING BOOK BALANCE : September 30, 2020 \$ 9,399.29

DEPOSITS:

	Date	Amount
Total Deposits:		
Add back ck #1432 - check destroyed	12-Sep	\$ 96.03
ICSDP, Inc. - Additional Grant Funds	21-Sep	\$ 1,500.00

TOTAL DEPOSITS: \$ 1,596.03

DISBURSEMENTS:

	Chk #	Date	Amount
VOID	1449		
K. Jackson - 2020 Scholarship Recipient	1450	10-Sep	\$ (2,000.00)
C. Hairston - Programs - Reimbursement - CAP breakfast Exp.	1451	11-Sep	\$ (44.24)
G. Larry - Programs - reissuance of reimbursement check	1452	12-Sep	\$ (96.03)
EAF, Inc. - HBCU Impact Day Contribution	Direct Debit	21-Sep	\$ (500.00)

TOTAL DISBURSEMENTS: \$ (2,640.27)

RECONCILIATION:

Book Balance:	\$ 9,399.29
Outstanding Checks:	\$ 3,619.08
Bank Balance:	\$ 13,018.37

Outstanding Checks:

1109	\$ 100.00
Difference	\$ 0.90
1218	\$ 18.18
1438	\$ 1,000.00
1440	\$ 1,000.00
1445	\$ 1,000.00
Direct Debit	\$ 500.00

Total: \$ 3,619.08



IEO SAVINGS ACCOUNT

BEGINNING BOOK BALANCE: September 1, 2020 \$ 5,746.78

ENDING BOOK BALANCE : September 30, 2020 \$ 5,746.83

Deposits:

Interest: September 30, 2020 \$ 0.05

Total Deposits: \$ 0.05

Disbursements:

TOTAL DISBURSEMENTS: \$ -



P.O. Box 15284
Wilmington, DE 19850

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Tampa, FL 33622-5118

IOTA EPSILON OMEGA CHAPTER
ALPHA KAPPA ALPHA SORORITY
GRANT FUNDS
PO BOX 1126
TEANECK, NJ 07666-1126

 Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Fundamentals Checking

for September 1, 2020 to September 30, 2020

Account number: 3810 0284 2778

IOTA EPSILON OMEGA CHAPTER ALPHA KAPPA ALPHA SORORITY GRANT FUNDS

Account summary

Beginning balance on September 1, 2020	\$21,659.14	# of deposits/credits: 1
Deposits and other credits	1,500.00	# of withdrawals/debits: 12
Withdrawals and other debits	-0.50	# of items-previous cycle ¹ : 0
Checks	-10,140.27	# of days in cycle: 30
Service fees	-0.00	Average ledger balance: \$17,545.98
Ending balance on September 30, 2020	\$13,018.37	¹ Includes checks paid, deposited items & other debits

BUSINESS ADVANTAGE

When you're looking forward,
you've got Bank of America by your side.

In October, National Women's Small Business Month recognizes the contributions of more than 12 million women entrepreneurs. To read articles by experts and learn about our commitment to women business owners, visit bankofamerica.com/SBwomen.

SSM-04-20-0384.B | 3057469

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
09/21/20	Deposit	1,500.00
Total deposits and other credits		\$1,500.00

Withdrawals and other debits

Date	Description	Amount
09/11/20	DEBIT ADJUSTMENT REQUEST HONORED	-0.50
Total withdrawals and other debits		-\$0.50

Checks

Date	Check #	Amount	Date	Check #	Amount	
09/17/20	1434	-1,000.00	09/15/20	1444*	-1,000.00	
09/28/20	1435	-1,000.00	09/16/20	1448*	-1,000.00	
09/16/20	1436	-1,000.00	09/21/20	1450*	-2,000.00	
09/09/20	1437	-1,000.00	09/14/20	1451	-44.24	
09/22/20	1439*	-1,000.00	09/14/20	1452	-96.03	
09/09/20	1444*	-1,000.00	Total checks		-\$10,140.27	
					Total # of checks	11

* There is a gap in sequential check numbers

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Business owners like you can join the Bank of America® Advisory Panel to help us understand what you like and don't like. Enter code **SBDD** at bankofamerica.com/AdvisoryPanel to learn more and join.

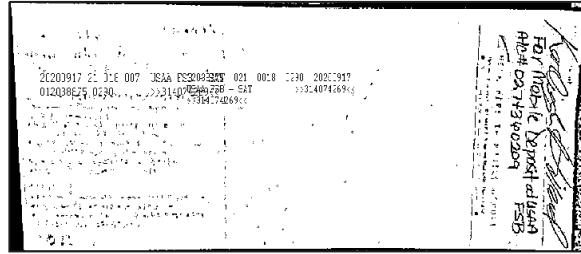
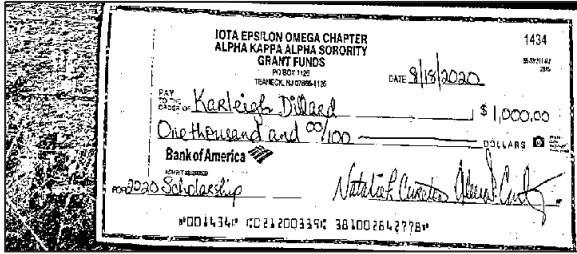
Inclusion on the Advisory Panel subject to qualifications. SSM-09-19-0761.D1 | ARG5T4RM

Daily ledger balances

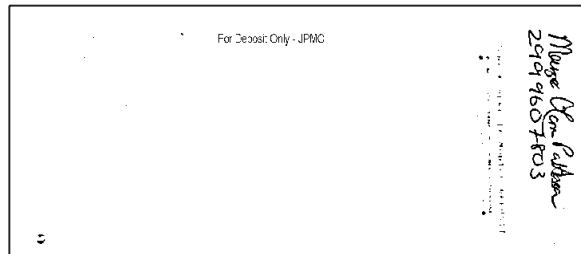
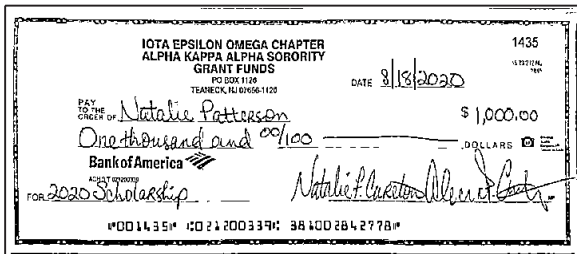
<u>Date</u>	<u>Balance (\$)</u>	<u>Date</u>	<u>Balance(\$)</u>	<u>Date</u>	<u>Balance (\$)</u>
09/01	21,659.14	09/15	18,518.37	09/21	15,018.37
09/09	19,659.14	09/16	16,518.37	09/22	14,018.37
09/11	19,658.64	09/17	15,518.37	09/28	13,018.37
09/14	19,518.37				

Check images

Account number: 3810 0284 2778
Check number: 1434 | Amount: \$1,000.00

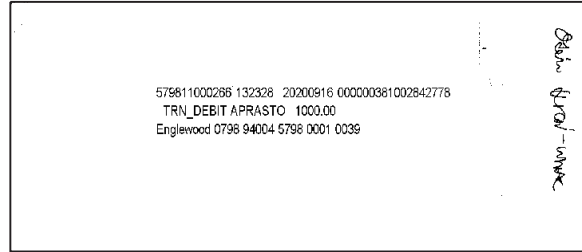
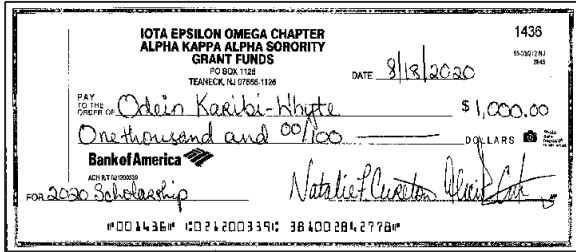


Check number: 1435 | Amount: \$1,000.00

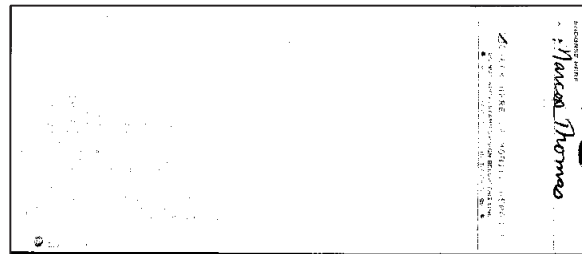
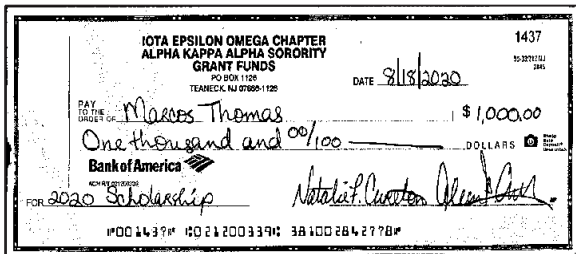


Check images - continued

Account number: 3810 0284 2778
Check number: 1436 | Amount: \$1,000.00

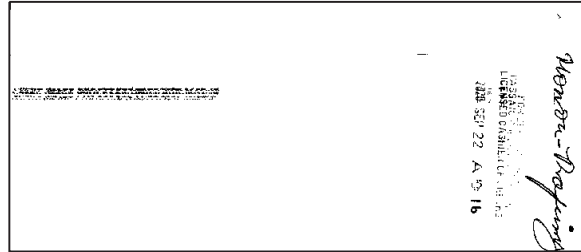
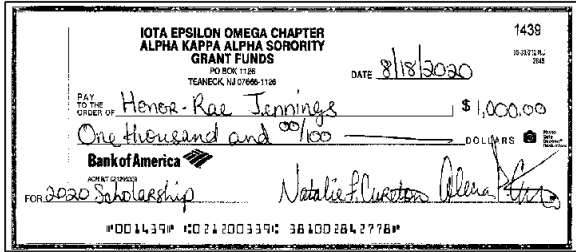


Check number: 1437 | Amount: \$1,000.00

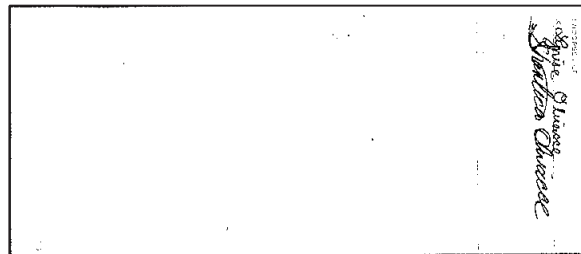
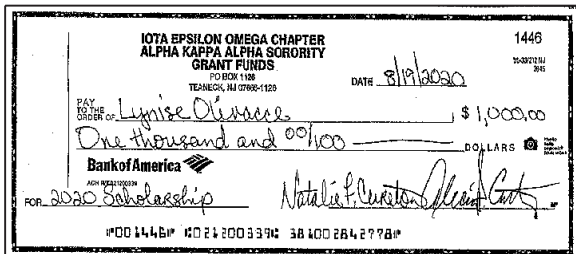


Check images - continued

Account number: 3810 0284 2778
Check number: 1439 | Amount: \$1,000.00

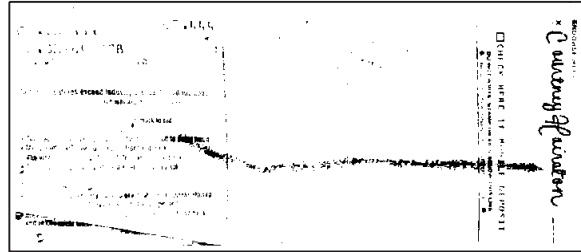
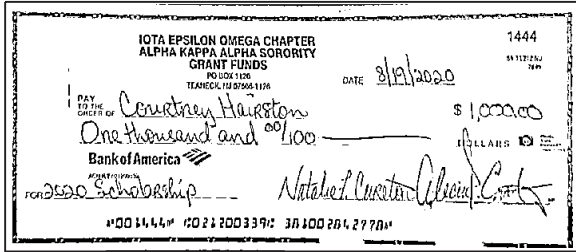


Check number: 1444 | Amount: \$1,000.00

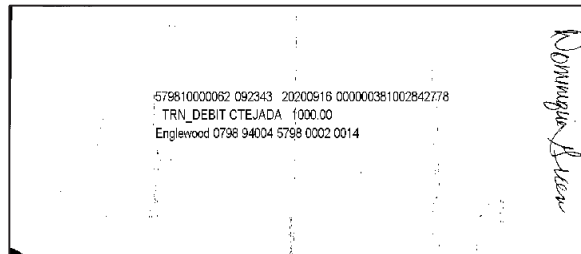
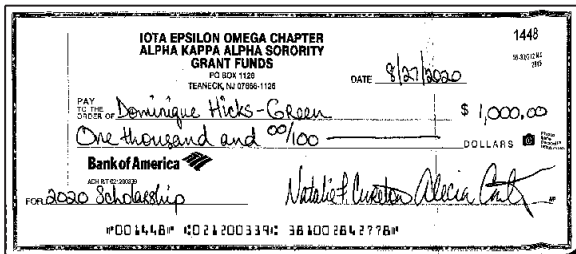


Check images - continued

Account number: 3810 0284 2778
Check number: 1444 | Amount: \$1,000.00

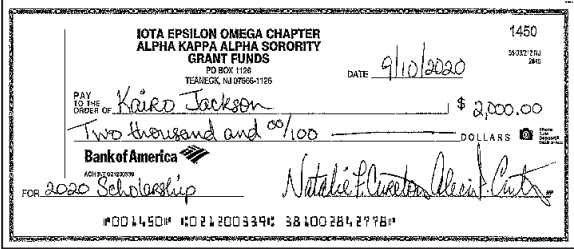


Check number: 1448 | Amount: \$1,000.00

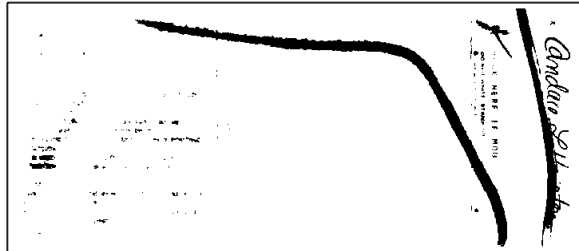
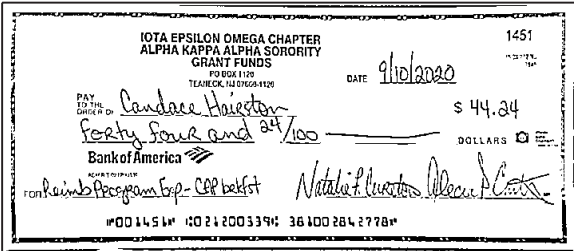


Check images - continued

Account number: 3810 0284 2778
Check number: 1450 | Amount: \$2,000.00



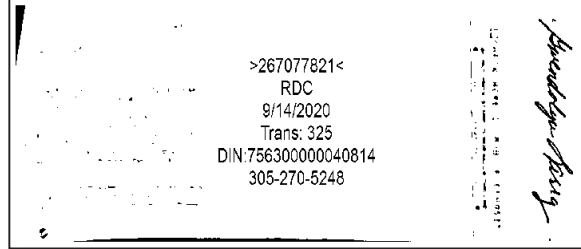
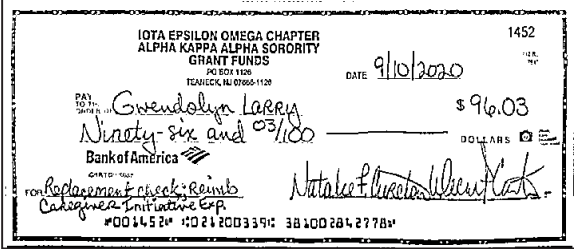
Check number: 1451 | Amount: \$44.24



Check images - continued

Account number: **3810 0284 2778**

Check number: 1452 | Amount: \$96.03



Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

Our Deposit Agreement and Disclosures were updated to include recordkeeping requirements for Federal Deposit Insurance Corporation (FDIC) insurance coverage. These requirements apply to deposit accounts opened on behalf of beneficial owners (for example, as a trustee).

For more details, please review the “Special Provisions for Pass-Through Accounts” section of our Deposit Agreement at bankofamerica.com/depositagreement.

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ALPHA KAPPA ALPHA SORORITY INC
PO BOX 1126
TEANECK, NJ 07666-1126

Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Fundamentals Checking

for September 1, 2020 to September 30, 2020

Account number: 0040 1903 4215

IOTA EPSILON OMEGA CHAPTER ALPHA KAPPA ALPHA SORORITY INC

Account summary

Beginning balance on September 1, 2020	\$11,430.48	# of deposits/credits: 1
Deposits and other credits	85.00	# of withdrawals/debits: 3
Withdrawals and other debits	-0.00	# of items-previous cycle ¹ : 1
Checks	-93.12	# of days in cycle: 30
Service fees	-0.00	Average ledger balance: \$11,424.91
Ending balance on September 30, 2020	\$11,422.36	¹ Includes checks paid, deposited items & other debits

BUSINESS ADVANTAGE

When you're looking forward,
you've got Bank of America by your side.

In October, National Women's Small Business Month recognizes the contributions of more than 12 million women entrepreneurs. To read articles by experts and learn about our commitment to women business owners, visit bankofamerica.com/SBwomen.

SSM-04-20-0384.B | 3057469

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

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Deposits and other credits

Date	Description	Amount
09/30/20	Deposit	85.00

Total deposits and other credits **\$85.00**

Checks

Date	Check #	Amount	Date	Check #	Amount
09/24/20	4721	-18.12	09/30/20	4723	-50.00
09/28/20	4722	-25.00			

Total checks **-\$93.12**
Total # of checks **3**

Service fees

The Monthly Fee on your Business Fundamentals Checking account was waived for the statement period ending 08/31/20. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- \$250+ in new net purchases on a linked Business debit card
- \$250+ in new net purchases on a linked Business credit card
- \$3,000+ minimum daily balance in primary checking account
- \$5,000+ average monthly balance in primary checking account
- \$15,000+ combined average monthly balance in linked business accounts
- enrolled in Business Advantage Relationship Rewards

For information on how to open a new product, link an existing service to your account, or about Business Advantage Relationship Rewards please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

BANK OF AMERICA BUSINESS ADVANTAGE

What's on your mind?

Business owners like you can join the Bank of America® Advisory Panel to help us understand what you like and don't like. Enter code **SBDD** at bankofamerica.com/AdvisoryPanel to learn more and join.

Inclusion on the Advisory Panel subject to qualifications.

SSM-09-19-0761.D1 | ARG5T4RM

Daily ledger balances

<u>Date</u>	<u>Balance (\$)</u>	<u>Date</u>	<u>Balance(\$)</u>	<u>Date</u>	<u>Balance (\$)</u>
09/01	11,430.48	09/28	11,387.36	09/30	11,422.36
09/24	11,412.36				

Check images

Account number: 0040 1903 4215

Check number: 4721 | Amount: \$18.12

ALPHA KAPPA ALPHA SORORITY INC
IOTA EPSILON OMEGA CHAPTER
PO BOX 1120
TEANECK NJ 07666-1120

DATE 9/9/2020 4721

PAY TO THE ORDER OF Jacqueline Small-Dixon \$ 18.12
Eighteen and 12/100 DOLLARS

FOR Reimb. Courtesy Exp. *Natalie L. Cueston*

Bank of America

⑆0040721⑆ ⑆02⑆200339⑆ 004019034215⑆

4721 09/09/2020

0000 41E 020040 03 ENR 404917 09/24/20
SERIAL 0002/02/60
00:594 River Rd. B.C. NJ-102

Seq: 37
Batch: 510563
Date: 09/24/20

J. Small-Dixon

Check number: 4722 | Amount: \$25.00

ALPHA KAPPA ALPHA SORORITY INC
IOTA EPSILON OMEGA CHAPTER
PO BOX 1120
TEANECK NJ 07666-1120

DATE 9/9/2020 4722

PAY TO THE ORDER OF Janeen Hawkins \$ 25.00
Twenty-five and 00/100 DOLLARS

FOR Courtesy gift - new baby *Natalie L. Cueston*

Bank of America

⑆0040722⑆ ⑆02⑆200339⑆ 004019034215⑆

4722 09/09/2020

0000 41E 020040 03 ENR 404917 09/24/20
SERIAL 0002/02/60
00:594 River Rd. B.C. NJ-102

J. Hawkins

Check number: 4723 | Amount: \$50.00

ALPHA KAPPA ALPHA SORORITY INC
IOTA EPSILON OMEGA CHAPTER
PO BOX 1120
TEANECK NJ 07666-1120

DATE 9/11/2020 4723

PAY TO THE ORDER OF Lindsay James \$ 50.00
Fifty and 00/100 DOLLARS

FOR Courtesy gift - marriage *Natalie L. Cueston*

Bank of America

⑆0040723⑆ ⑆02⑆200339⑆ 004019034215⑆

4723 09/11/2020

0000 41E 020040 03 ENR 404917 09/24/20
SERIAL 0002/02/60
00:594 River Rd. B.C. NJ-102

ISN: 123459546
Date/Time: 9/30/2020 10:32 AM
Valley National Bank 021201383
Branch: 189; Teller: 319

L. James

Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

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✉ Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

IOTA EPSILON OMEGA CHAPTER
ALPHA KAPPA ALPHA SORORITY INC
PO BOX 1126
TEANECK, NJ 07666-1126

🔔 Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Business Investment Account

for September 1, 2020 to September 30, 2020

Account number: 0050 1901 4428

IOTA EPSILON OMEGA CHAPTER ALPHA KAPPA ALPHA SORORITY INC

Account summary

Beginning balance on September 1, 2020	\$5,746.78	# of deposits/credits: 1
Deposits and other credits	0.05	# of withdrawals/debits: 0
Withdrawals and other debits	-0.00	# of days in cycle: 30
Service fees	-0.00	Average ledger balance: \$5,746.78
Ending balance on September 30, 2020	\$5,746.83	Average collected balance: \$5,746.78

Annual Percentage Yield Earned this statement period: 0.01%.
Interest Paid Year To Date: \$0.69.

BUSINESS ADVANTAGE

When you're looking forward,
you've got Bank of America by your side.

In October, National Women's Small Business Month recognizes the contributions of more than 12 million women entrepreneurs. To read articles by experts and learn about our commitment to women business owners, visit bankofamerica.com/SBwomen.

SSM-04-20-0384.B | 3057469

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Deposits and other credits

Date	Description	Amount
09/30/20	Interest Earned	0.05
Total deposits and other credits		\$0.05

Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)
09/01	5,746.78	09/30	5,746.83

BANK OF AMERICA BUSINESS ADVANTAGE

What's on your mind?

Business owners like you can join the Bank of America® Advisory Panel to help us understand what you like and don't like. Enter code **SBDD** at bankofamerica.com/AdvisoryPanel to learn more and join.

Inclusion on the Advisory Panel subject to qualifications.

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Important Messages - Please Read

We want to make sure you stay up-to-date on changes, reminders, and other important details that could impact you.

Our Deposit Agreement and Disclosures were updated to include recordkeeping requirements for Federal Deposit Insurance Corporation (FDIC) insurance coverage. These requirements apply to deposit accounts opened on behalf of beneficial owners (for example, as a trustee).

For more details, please review the “Special Provisions for Pass-Through Accounts” section of our Deposit Agreement at bankofamerica.com/depositagreement.

Beginning on November 7, 2020, we are making changes to the way overdraft works on savings accounts.

The overdraft setting on your savings account will be permanently set to decline a transaction, or return it unpaid, when we determine there is not enough money in your account to cover it. This setting is called Decline All. We are making this change to all small business savings accounts to help you grow your savings balance. In addition, we will no longer charge Overdraft Item or NSF: Returned Item fees on small business savings accounts.

To make sure you understand how Decline All will work on your savings account – here are some other details:

- Third parties may charge you fees for any declined or returned transactions.
- Even in the Decline All setting, your account balance may still become negative.
- For more information, please see our Deposit Agreement and Disclosures and our Business Schedule of Fees or visit us at bankofamerica.com/businessfeesataglance.

We are here to help

We are always here to answer any questions you may have and talk about your savings goals. Feel free to schedule an appointment with us at bankofamerica.com/bizappointment.

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Iota Epsilon Omega			
Alpha Kappa Alpha			
2020 Registrar of Accounts as of 9/30/2020			
	Beginning Balance	ACTIVITY	Current Balance
CORPORATE EXPENSES			
Chapter Tax	\$ 300.00	\$0.00	\$ 300.00
Per Capita	\$ 1,000.00	(\$1,000.00)	\$ -
EAF	\$ 90.00	(\$90.00)	\$ -
Corporate Documents	\$ 10.00	\$0.00	\$ 10.00
CLUSTER IV EXPENSES			
NAR Cluster IV Dues	\$ 75.00	(\$75.00)	\$ -
NAR Cluster IV Founders Day (Basileus)	\$ 170.00	\$ (255.00)	\$ -
NAR Cluster Leadership Conf (Bas. Exp)	\$ 135.00	\$0.00	\$ 135.00
NARC			
Delegate Registration	\$ 1,050.00	(\$1,050.00)	\$ -
Basileus Registration	\$ 210.00	\$ (210.00)	\$ -
Basileus Expenses	\$ 600.00	(\$600.00)	\$ -
BOULE			
Delegate Registration	\$ 1,000.00	\$0.00	\$ 1,000.00
Basileus Registration	\$ 400.00	(\$50.00)	\$ 350.00
Basileus Expenses	\$ 1,000.00	\$0.00	\$ 1,000.00
GRADUATE ADVISORY COMMITTEE			
Grad Advisor	\$ 2,096.10	\$0.00	\$ 2,096.10
Nu Kappa Assistance	\$ 350.00	\$ -	\$ 350.00
OPERATING EXPENSES			
Archives	\$ 50.00	\$0.00	\$ 50.00
Awards	\$ 250.00	\$ (92.93)	\$ 157.07
Basileus	\$ 300.00	\$ (60.16)	\$ 239.84
Bonding	\$ 200.00	(\$170.00)	\$ 30.00
By-Laws	\$ 25.00	\$0.00	\$ 25.00
Chapter Supplies	\$ 200.00	(\$290.59)	\$ (90.59)
Connections	\$ 50.00	(\$10.00)	\$ 40.00
Contingency	\$ 1,775.41	\$ (405.79)	\$ 1,369.62
Corporate Supplies	\$ 75.00	\$ -	\$ 75.00
Courtesy	\$ 750.00	(\$378.28)	\$ 371.72
Courtesy - IBW	\$ 250.00	\$0.00	\$ 250.00
EAF Chapter Contribution	\$ 1,397.97	\$ (1,350.97)	\$ 47.00
Epistoleus	\$ -	\$0.00	\$ -
Founder's Day	\$ 75.00	\$0.00	\$ 75.00
Sisterly Relations	\$ 300.00	\$0.00	\$ 300.00
Grammateus	\$ 50.00	\$0.00	\$ 50.00
Meeting Space	\$ 200.00	\$0.00	\$ 200.00
Membership	\$ 605.00	(\$305.00)	\$ 250.00
P.O. Box Rental	\$ 200.00	(\$200.00)	\$ -
Prayer Team	\$ 100.00	\$ -	\$ 100.00
Publicity	\$ 200.00	(\$20.00)	\$ 180.00
Scholarship Operations	\$ 150.00	\$0.00	\$ 150.00
Standards	\$ 100.00	\$0.00	\$ 100.00
Tamiouchos	\$ -	\$0.00	\$ -
	\$ 15,789.48	(\$6,613.72)	\$ 9,210.76
GRANT-FUNDED EXPENSES			
Journal Ads	\$ 900.00	\$600.00	\$ 1,500.00
Nat'l Supported Programs	\$ -	\$0.00	\$ 75.00
MLK Grant	\$ -	\$100.00	\$ 100.00
General Program Fund	\$ 2,019.57	\$4,376.55	\$6,396.12
Scholarship	\$ (530.00)	\$1,000.00	\$ 1,000.00
Jessie Bennett Grant	\$ (202.17)	\$202.17	\$ -
Accrual Account	\$ 354.65	\$142.00	\$ 496.65
	\$ 2,542.05	\$6,420.72	\$ 9,567.77



2020 OCTOBER PECUNIOUS GRAMMATEUS REPORT

SHARON FIELDS, FINANCIAL SECRETARY

The purpose of this report provides a summary of monies received during the month of September 2020.

EAF – HBCU Donation = \$500.00

ICSDP Scholarship Donation = \$1,000.00

Refund for Overpayment = \$85.00

GRAND TOTAL = \$1,585.00

This ends the 2020 October Pecunious Grammateus Report.

Table 1

2020 ALPHA KAPPA ALPHA IEO													
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
2020 PER CAPITA	\$4,625.00	\$375.00											\$5,000.00
2020 CHAPTER DUES	\$5965.00	\$600.00		\$150.00									\$6,715.00
2020 EAF DUES	\$410.00	\$30.00		\$10.00									\$450.00
REACTIVATION	\$20.00	\$155.00											\$175.00
2020 LATE FEE		\$37.50											\$37.50
MANUAL OF STD PROCEDURES BYLAWS													\$0.00
ADVANCE REFUND													\$0.00
LATE FEE FOR MEETING		\$1.00											\$1.00
EAF Gold to	\$207.00	\$47.00											\$254.00
CFA-MLK	\$782.50	\$85.00		\$180.00	\$20.00	\$20.00							\$1,087.50
2021 Payment	\$90.00	\$87.00				\$75.00		\$50.00					\$302.00
Bank Fee	\$30.00												\$30.00
ICSDP Grant		\$20,000.00											\$20,000.00
ICSDP RBB		\$202.17											\$202.17
ICSDP Scholarsp		\$500.00			\$500.00				\$1,000.00				\$2,000.00
TSHIRT		\$730.00		\$100.00	\$358.00	\$380.00							\$1,568.00
2020 BOULE							\$655.00						\$655.00
EAF HBCU Donation									\$500.00				\$500.00
L. Mims Refund									\$85.00				\$85.00
TOTAL	\$12,129.50	\$22,847.67	\$0.00	\$440.00	\$878.00	\$475.00	\$655.00	\$50.00	\$1,585.00	\$0.00	\$0.00	\$0.00	\$39,062.17

\$0.00	\$0.00
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October Epistoleus Report - Soror Lindsay J

Correspondence:

- A voter registration application and explanation on how to vote pamphlet was sent via the Bergen County Courthouse
- Request for donation from the Center for Food Action for their 10K Snack Pack Challenge, honoring 9/11. The CFA has reached 88% of their goal of 50,000 and appreciates any donation given to help this endeavor.
- CAP application received from Yahara Okeefe
 - information forwarded to cap@akaieo.org
- Notice of receipt from RLI Surety confirming bond premium is paid through October 11, 2021
 - Sent by Cherie L. Montgomery
- Thank you letter received from Honor-Rae Jennings for her scholarship awarded to her by the IEO Scholarship committee. Honor-Rae will be studying at Stockton University
- Voucher request sent by Soror Gwendolyn Larry for reimbursement of gift cards, \$25.00 each, to Soror Maredia Warren and Soror Nicole Davis, in appreciation for participation in Virtual International Day of Prayer Observance Service
 - to be given to Soror Natalie Cureton
- Donation request received from Africare and also an introduction to their new African-based organization, PanAfricare. This new program will focus on development projects in Angola, Burkina Faso, Chad, Nigeria, Kenya, Zimbabwe, and Senegal.
 - All gifts received by Africare after September 30th 2020 will go to this new program, Friends of Africare
 - Sent by Robert L. Mallett, President and CEO
- Noticed from Corporate regarding IEO's contribution of 1,7000 in July of 2020, funds dated to be given on February 1, 2020
 - Sent by Erika V. Everett, EAF Executive Director

Committee Reports



October 2020 Finance Committee Report Soror Natalie Cureton, Tamiuchos

The Finance Committee met on September 23, 2020 via Zoom; in attendance were Sorors Natalie Cureton, Gwen Larry, Valerie Hamer, Sharon Fields, Shirley Deering, Shelley Worrell, Yolonda Pickett and Alecia Carter (ex officio). The meeting was called to order at 7:03pm and opened with a prayer by Soror Gwen.

The committee discussed the following:

1) The committee reviewed IEO's second quarter activity noting the following potential adjustments:

a) Chapter Supplies – with the continuing use of Zoom for meetings, etc. **the Finance committee recommends transferring funds from Contingency to cover this cost for the remainder of 2020 (\$171).**

b) EAF Chapter Contribution – as a result of COVID-19 IEO has only raised \$47 towards this contribution. To ensure that IEO makes at least the minimum \$200 (silver level) contribution **the Finance committee recommends transferring \$200 from Contingency to cover this funding need and suggests additional donations from sorors to increase the contribution to \$700 (gold level).**

c) Standards – the committee has requested an additional \$500 to complete the preparations for the virtual retreat/standards meeting in November. **The Finance committee recommends transferring \$500 from Contingency to cover the standards expenses.**

2) Soror Natalie presented the revision to the Financial Policies to document the process for using PayPal to receive payments and the related documentation and reporting requirements.

3) The Finance discussed 2021 budget requests and prepared the 2021 proposed budget based upon a projection of 69 sorors (including 13 life members). The committee discussed whether the cost of the website hosting (Wix) should be paid by IEO or ICSDP, however after the meeting Soror Natalie confirmed that there was no connection to ICSDP on the website therefore we determined the cost of Wix is to be paid by IEO. The committee is presenting a proposed operating budget of \$18,040 and Program/Grant budget of \$14,200 for 2021. The Program/Grant budget includes an estimated \$6,200 carryover due to less 2020 spending and a proposed grant request of \$8,000.

With no other business to discuss the meeting adjourned at 9:13pm.

	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 1 of 11

Purpose

The IEO financial policies provide information and guidance for the chapter Sorors on financial operations and reporting.

Finance Committee Structure

The Finance Committee is open to all Sorors who are interested in participating in the financial operations of the chapter. According to the chapter bylaws, the required members of the committee are as follows:

- Tamiouchos
- Pecunious Grammateus
- Anti-Basileus

However, it is important and necessary that a member of the following committees participate on the Finance Committee:

- Fundraising Committee
- Program Committee
- Scholarship Committee
- Membership Committee (in the year of an MIP)
- Basileus (Ex-Officio)

The participating member of the fundraising, program, scholarship and membership committees would serve as a finance liaison. This person will be responsible for attending finance committee meetings, communicating with the Tamiouchos and Pecunious Grammateus, and assisting with budgeting/monitoring of committees programs and projects.

The Scholarship Committee Liaison will be responsible for mailing all scholarship checks.

Finance Hours

The Finance Committee office hours are thirty minutes before each regularly scheduled chapter meeting or as otherwise noted/scheduled.

Fiscal Responsibility

Good stewardship of the chapter funds requires a joint effort between the Finance Committee and each Soror in the chapter.

- All Sorors are expected to wisely manage the funds available to the chapter. This includes but is not limited to comparison shopping to obtain the best prices and obtaining approval from the committee chair **before** incurring expenses.
- All committee chairmen are expected to manage the committee budget. This includes being aware of the funds available and communicating spending limits to the committee members.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 2 of 11

- **Year to date budgeted figures and balances will be emailed to committee chairs prior to monthly executive committee meetings.**
- All above budget spending must be presented to the Executive Board for approval **before** incurring the expenses.

Monthly Reporting Package

The monthly reporting package will include the following reports:

- Tamiouchos - Income Statement, Balance Sheet, Bank Reconciliation, Committee Financial Status
- Pecunious Grammateus - Cash Receipts and Deposit Reconciliation

Financial Calendar

The IEO financial calendar will be issued by the Tamiouchos every year at the January chapter meeting. The financial calendar will include: monthly close dates, final deposit date for the month, and reporting deadlines (IEO, AKA, and State of NJ).

The year-end reporting calendar will be as follows:

- The IEO fiscal year will end on **December 31st** of each year. All vouchers, deposits, and other requests should be submitted to the appropriate financial officer by **December 20th** to ensure that all transactions are included in the current year annual reports.
- All financial reports required by the Alpha Kappa Alpha Corporate Office will be provided to the Basileus for signatures by December 20th.

Dues

- Dues will be communicated annually by the November meeting. The Tamiouchos will issue a dues statement which will include the chapter dues, per capita tax/national dues, EAF, document assessment (if applicable), and earmark assessments (if applicable).
- Dues are payable at the December meeting of each sorority year. Dues submitted to the Pecunious Grammateus after January 20th must include the late fee set forth by the Corporate Office.
- If a Soror is reactivating, she must pay all assessments mandated by the Corporate Office, chapter dues (dues will be prorated if reactivation is processed after January), reactivation fees, and EAF.
- Chapter dues will include a supplement to support Nu Kappa Chapter. This supplement will include the registration expense for one undergraduate Soror for each conference where attendance is mandatory and a reasonable allotment for travel expenses as the chapter can afford.
- **Chapter dues received on or after March 1st of the current year will be allocated to contingency.**

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 3 of 11

Cash Receipts

- All money **must** be turned into the Pecunious Grammateus. In the absence of the Pecunious Grammateus, the Anti-Pecunious Grammateus will receive all money turned in. Funds will not be accepted by **anyone** else in the chapter.
- Cash accepted by the Pecunious Grammateus must either be in an envelope or have a written notation identifying the name of the soror submitting funds, purpose of payment, the date and amount enclosed. The Pecunious Grammateus must verify the amount of funds submitted upon receipt, preferably in the presence of the submitting soror and notate the concurrence in her records.
- All checks must have the purpose written in the memo line. If the check is not written by a Soror, the name of the Soror submitting the check must be noted in the memo line. This will ensure that funds are applied properly.
- In the event that a check is returned for insufficient funds (bounced check) the individual who issued the check is responsible for reimbursing the chapter the amount of the check plus bank fees. The Soror that submitted the bounced check must assist with the process to recover the amount of the check and related bank fees. An invoice will be issued by the Pecunious Grammateus and is payable within 30 days. If the individual is a Soror, this debt will be considered an assessment and her dues will not be accepted until this debt is satisfied.
- The Pecunious Grammateus will submit funds and a remittance report to the Tamiouchos within five to seven (5-7) days of receipt of the funds.
- The Tamiouchos will deposit the funds into **the appropriate** account within five to seven (5-7) days of receipt of the funds from the Pecunious Grammateus.
- Sorors may **only** utilize PayPal to facilitate on-line payments to the Chapter. Any fees associated with completing the transaction are to be paid by the Soror making the payment. The Chapter is not responsible for any transaction fees.

The Pecunious Grammateus must monitor the activity in the PayPal account, prepare receipt reports in the same manner as cash receipts to report the transactions to the Tamiouchos and ensure funds received are transferred into the appropriate account within five to seven (5-7) days of receipt. The Tamiouchos will record the related deposit(s) in the monthly reporting.

Cash Disbursements

- Prior to incurring expenses: The committee chairman must ensure that the committee has sufficient funds to incur the expense and communicate the spending limit to the committee members.
- At the time the expense is incurred: Sorors must secure receipts for all money spent. **No Soror will be reimbursed for expenditures made without a receipt.**

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 4 of 11

- After incurring the expense: Sorors must complete a voucher for reimbursement and submit it with the applicable receipts to the committee chairman for approval. The chairman is responsible for obtaining the signature of the Basileus and submitting the voucher to the Tamiouchos for processing.
- To receive an advancement of funds: A Soror must complete a voucher and obtain the appropriate approval from the committee chairman. The committee chairman will obtain the signature of the Basileus and submit the voucher to the Tamiouchos for processing. Upon approval the Tamiouchos will issue an advance. However, the Soror receiving the advance is required to provide receipts for the expense as well as return any unused funds within thirty (30) days of the purchase. If not, the Soror is liable for the funds. **The outstanding amount will be classified as an assessment and her dues will not be accepted until the liability is satisfied.**
- Conference Registration Reimbursement: All Sorors serving as delegates to sorority conferences must register and pay all registration fees. A voucher for reimbursement should be submitted for approval after attending the conference and submitting the required written reports to the Basileus. The voucher will only be processed after the written reports have been submitted.
- Conference Advances to Basileus: In consideration of the increased requirement/expectation for the Chapter Basileus to attend most, if not all conferences, along with the exorbitant cost to the Basileus to comply with these requirements and the acknowledgement that registration deadlines are more than 30-90 days in advance of the conference the Basileus may request an advance for conferences, not to exceed the related line item budget(s). The Basileus must submit original receipts to the Tamiouchos for covered expenses once the conference has ended.

In the event that the Basileus does not attend a conference for which an advance was received, the advanced amount will become a part of her assessment in the year issued if the funds are not returned to the Chapter by the time the conference commences. The soror's dues for the subsequent year will not be accepted until the assessment has been paid.

- Scholarship Checks: Scholarship checks will be issued within thirty (30) days of receipt of required documentation. This timeline should be communicated to the scholarship recipients by the Scholarship Committee Chairman.
- Basileus Expenses: All vouchers and reimbursement checks submitted and made payable to the Basileus must be signed by the Anti-Basileus.
- All reimbursement checks submitted by the Tamiouchos must be signed by the Basileus and Anti-Basileus.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 5 of 11

- In order to receive reimbursement and advance checks at the chapter meeting the voucher must be signed by the Committee Chair and the Basileus and submitted to the Tamiouchos for approval *prior to the executive board meeting.*
- In order to receive reimbursement and advance checks at the chapter meeting, the voucher must be signed by the Committee Chair and the Basileus and submitted to the Tamiouchos for approval prior to the start of the executive meeting preceding the monthly chapter meeting. The committee chair is responsible for obtaining all signatures and submitting signed vouchers to the Tamiouchos.
- Checks will not be written and distributed during chapter meetings, executive meetings or IEO sponsored activities.
- The Tamiouchos will not accept vouchers that have not been approved/signed by the Committee Chair and the Basileus; in some cases, the Grammateus or Anti-Basileus will approve.
- No reimbursements will be issued for money spent during previous sorority years.
- **All vouchers are due no later than December 20th for reimbursement with the exception of a fundraiser or program. Vouchers for expenses related to the December Holiday Party must be submitted no later than 2 days following the event.**

(See Appendix#1 & 2– Voucher Instructions and Voucher)

Policies for Bank Accounts

- The Operating account (checking), Grant account (checking) and Savings account will have three (3) authorized signatories on the account at all times. The authorized signatories will be the Basileus, Anti-Basileus, and Tamiouchos.
- All checks issued require two (2) authorized signatures.
- All line items from the previous year’s budget should be reconciled by January 31st of the current year. All remaining monies will be transferred into the savings account except balances in earmarked funds. The reserves/balances in these funds will rollover to the next fiscal year.
- Due to implemented Bank of America procedures (as of November 1, 2013) , IEO accounts will be charged a monthly fee if one or more of the following isn’t met:
 1. **Spend \$250 or more per month using a credit card**
 2. **Maintain one of the following balances:**
 - **A \$3,000 minimum daily balance in the primary checking account**

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 6 of 11

- A \$5,000 average monthly balance in the primary checking account
- A \$15,000 combined average monthly balance in eligible linked business deposit accounts

Committee Budget

- Budgets are **required** for all events and programs (MIP, etc.) hosted by IEO. The budget must be submitted to the finance committee and presented at the Executive Board meeting the month before the funds are to be spent.
- The fundraising committee is required to present a proposed budget and assessment calculation for the full year as well as an individualized budget for each event to the finance committee and Executive Board the meeting before presenting the annual fundraiser proposal to the chapter. These written budgets must project revenue, expenses and resulting profit/loss.

Annual Budget

The annual budget process is a cooperative effort that requires the input of all officers and committee chairmen. The annual budget process is as follows:

June

- The finance committee will issue a request for written budget requests to all officers and committee chairmen which are to be submitted at the June chapter meeting. The officer or committee chairmen must include anticipated income (if applicable) and expenses for the next year in the budget request.

September

- The Tamiouchos/finance committee will receive all written budget requests from all officers and committee chairmen no later than the September chapter meeting.

October

- The first draft of the proposed budget will be presented to the chapter by the Tamiouchos at the October meeting.
- The finance committee will meet, review comments received during the October meeting, and revise the proposed budget accordingly.

November

- The completed budget will be presented to the chapter to be voted on.

Budget Considerations

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 7 of 11

- The Boule and Leadership Conference budgets will alternate every year. In the year that we have a Boule we will not budget for Leadership Conference.
- In the year that we are holding MIP the Membership Committee will be given a budget of **\$800.00.**
- In March of each year the approved budget will be reviewed and revised based on the following: Material reduction/increase in headcount and/or a change in the amount of the grant issued by ICSDP, Inc. The March budget will be considered the First Quarter Forecast.
- In June of each year the First Quarter Forecast will be reviewed and revised based on chapter activities (if determined to be necessary by the finance committee). The June budget will be considered the Second Quarter Forecast.
- All monies in the budget allocated for Programs, Scholarship, Undergraduate Supplement, and Conferences (Regional, Leadership, and Boule) are to be considered earmarked funds. Any changes to earmarked funds require chapter approval.

Assessments

An assessment is defined as **any** funds owed to Iota Epsilon Omega Chapter of Alpha Kappa Alpha or ICSDP, Inc. The Pecunious Grammateus will not accept dues from any Soror who has an outstanding assessment.

Officer Transition

A transition meeting must take place during the month following the election or appointment of a new Tamiouchos or Pecunious Grammateus. The meeting must be attended by the outgoing and incoming officers. The agenda will include the transition of banking, signatories, training of new officers, and the transfer of reporting to archive.

ICSDP, Inc.

- All chapter Sorors should instruct donors to make fundraising and donation checks payable to ICSDP, Inc.
- All money received by ICSDP, Inc. must be deposited into the appropriate account within 7 days.
- In the case when a check is received by IEO that should be payable to ICSDP, Inc. The check will be deposited and the funds remitted to the foundation once the Executive Committee has been made aware of the check.
- At the end of each quarter the Tamiouchos will reconcile with the treasurer of ICSDP, Inc. to resolve any accounts receivables and payables. Any payments to ICSDP, Inc. will be issued in the month after the quarter end.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 8 of 11

- No later than February 28th of each year the Tamiouchos or Basileus will submit a grant request to ICSDP, Inc. for funding to support the following chapter initiatives: programs, journal ad and contributions, storage unit, planning session, and scholarship.

All IEO funds held in trust by ICSDP, Inc. must be held under a legal trustee agreement.

Policy Updates and Revisions

The Finance Committee shall review the financial policy at least annually and recommend necessary changes.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 9 of 11

**APPENDIX #1
VOUCHER INSTRUCTIONS**

Manual Process

1. Complete a voucher, check off manual (top right hand corner of voucher) and attach the required supporting documentation.
2. The supporting documentation (receipts, etc) must be taped to a separate 8 ½ x 11 sheet of paper and the sheet should be stapled to the voucher.
3. Submit the voucher and documentation to the committee chair for approval.
4. Once the committee chair has reviewed and approved the voucher, the Committee Chair must obtain all other required signatures and submit the voucher and supporting documentation to the Tamiouchos.

Electronic Process

1. Execute steps 1-4 above.
2. Complete a voucher, check off e-voucher (top right hand corner of voucher) and attach the required supporting documentation.
3. The supporting documentation (receipts, etc) must be taped to a separate 8 ½ x 11 sheet of paper.
4. Submit the voucher and documentation to the committee chair for approval via email or fax.
5. The committee chair will approve the voucher (e-approval) and email/fax it and documentation to the Basileus and the Tamiouchos for her e-approval and processing. Alternate approvers are the Grammateus or Anti-Basileus.
6. Once all approvals are received, the committee chair must submit the voucher and original supporting documentation to the Tamiouchos.

General

- It is the responsibility of the committee chairman to obtain all signatures
- Unapproved vouchers and vouchers missing supporting documentation will not be accepted by the Tamiouchos.
- Expenditures that exceed the committee budget must be approved by the Executive Board before the purchase.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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	Alpha Kappa Alpha Sorority, Inc. Iota Epsilon Omega Chapter	Effective date: October 2020
Financial Policies		Page 10 of 11

Check Distribution

- Approved vouchers submitted to Tamiouchos by the Executive Board meeting will be issued at the next chapter meeting during the Finance Committee office hours or immediately following the end of the meeting.
- Approved vouchers submitted to Tamiouchos during Finance Committee office hours or following the chapter meeting will be distributed within a day or two following receipt of the voucher.
- Rushed checks and check requests during summer hiatus should be requested ten days in advance.
- All vendor and scholarship checks will be distributed to the committee chairperson for mailing.

Revised: October 2020	Revised By: Soror Natalie Cureton, Tamiouchos
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**Alpha Kappa Alpha Sorority, Inc.
Iota Epsilon Omega Chapter**

Effective date:
October 2020

Financial Policies

Page 11 of 11

**APPENDIX #2
SAMPLE VOUCHER**

INSTRUCTIONS

Please use this form to be reimbursed or advanced a check. This form will not be processed if it is not completed in full and submitted with supporting documentation. Please see the reverse side for detailed instructions.

US Mail: IEO PO Box 1126, Teaneck, NJ 07666 or Email: president@akaieo.org and cc: finance@akaieo.org

Voucher Type (check one): Manual Electronic

Budgeted?
Budgeted Not Budgeted

Payment Type:
Operating Account Grant/Program Account
Reimbursement to Soror Advance To Soror Payment To Vendor

Make Check Payable to: _____

Amount of Payment: \$ _____ Committee to Charge: _____

Description of Expenditure (Please clearly describe the nature of the expense)

Supporting Documentation (select one)
(All check requests must be accompanied by supporting documentation; advance requests require a statement from the committee chairperson)

Receipt(s) / Invoice Other

If other describe here: _____

REQUIRED APPROVALS			
Title	Name	Signature	Date
COMMITTEE CHAIR			
BASILEUS	Alecia P. Carter		
TAMIOUCHOS	Natalie F. Cureton		
FINANCE USE ONLY			
Voucher/Check Number:		Date Paid:	

IOTA EPSILON OMEGA CHAPTER
ALPHA KAPPA ALPHA SORORITY, INC

	2021	COMMENTS
	OPERATING BUDGET	
	69 SORORS	
	13 LIFE	
CORPORATE: PER CAPITA	\$ 7,000.00	\$125 X 56 Sorors (69-13)
CORPORATE: EAF	\$ 690.00	\$10 x 69 Sorors
CORPORATE: DOCUMENTS		
CHAPTER DUES	\$ 10,350.00	\$150 X 69 Sorors
Transfer from Savings	\$ -	
OPERATING INCOME	\$ 18,040.00	
PROGRAM INCOME	\$ 14,200.00	
TOTAL INCOME:	\$ 32,240.00	
CORPORATE EXPENSES		
Chapter Tax	\$ 300.00	
Per Capita	\$ 7,000.00	\$125 X 56 Sorors (69-13)
EAF	\$ 690.00	\$10 x 69 Sorors
Documents		
CLUSTER IV EXPENSES		
NAR Cluster IV Chapter Donation (Dues)	\$ 75.00	
NAR Cluster IV Founders Day (Basileus Reg)	\$ 85.00	
NAR Cluster Conference (Basileus Reg)	\$ 135.00	
NAR Leadership Summit (Basileus Reg)	\$ 85.00	
NARC		
Delegate Registration (includes Gr. Adv)	\$ 1,050.00	\$210 x 5 sorors
Basileus Registration	\$ 210.00	
Basileus Expenses	\$ 600.00	
BOULE/LEADERSHIP CONFERENCE		
Delegate Registration (includes Gr. Adv)	\$ 1,000.00	
Basileus Registration	\$ 400.00	
Basileus Expenses	\$ 1,000.00	
GRADUATE ADVISORY COUNCIL		
Grad Advisor	\$ 496.00	Additional meeting requirements per MRD
Nu Kappa Assistance	\$ 300.00	Required to assist Nu Kappa; i.e., UG Roundup, NARC & Boule

IOTA EPSILON OMEGA CHAPTER
ALPHA KAPPA ALPHA SORORITY, INC

OPERATING EXPENSES		
Archives	\$	50.00
Awards	\$	250.00
Basileus	\$	375.00
Bonding	\$	200.00
By-Laws	\$	25.00
Chapter Anniversary	\$	500.00
Chapter Supplies	\$	564.00
Connection	\$	50.00
Contingency		late dues allocated here
Corporate Supplies	\$	75.00
Courtesy	\$	500.00
Courtesy: Ivy Beyond the Wall	\$	250.00
EAF Chapter Contribution	\$	200.00
		internal chapter fundraising needed to raise additional funds
Epistoleus		
Founders' Day	\$	75.00
Sisterly Relations	\$	200.00
Grammateus	\$	50.00
		Add'l Insured fees & backup funds; space at THS is free (7 months); 2 joint meetings, holiday party & 2 summer off)
Meeting Space	\$	200.00
Membership	\$	300.00
P.O. Box Rental/postage	\$	200.00
Prayer Team	\$	100.00
Publicity	\$	200.00
Scholarship	\$	150.00
Standards	\$	100.00
Tamiouchos		
TOTAL OPERATING EXPENSES:	\$	18,040.00
		2021
		PROGRAM BUDGET
PROGRAM INCOME		
2021 ICS DP Grant	\$	8,000.00
2020 Grant Rollover	\$	6,200.00
CAP Participation Fees		
Total Revenue:	\$	14,200.00
PROGRAM EXPENSES		
Targets:	\$	5,600.00
CAP		
HBCU for Life: A Call to Action		
Women's Healthcare and Wellness		
Building Your Economic Legacy		
The Arts!		
Global Impact		
Other Community Programs/Support:		
Journal Ads	\$	-
Scholarships	\$	8,000.00
MLK Grant	\$	100.00
AKA Corporate & Regional Programs	\$	500.00
Total Program Expenses:	\$	14,200.00
Total Operating Expenses:	\$	18,040.00
Total Budget:	\$	32,240.00



October 2020 Program Committee Report – Gail Smith, Program Chairman

Exemplifying Excellence Through Sustainable Service

We are moving full tilt into the final stretch of 2020 Programs! September saw the launch of the 2020-2021 season of #CAP. We started off with a wonderful presentation by Dr. Damyen Davis on things a college student should know. Our class size is currently about 12 students. We are still looking for Sorors to volunteer to serve as mentors this season. I had the privilege to serve as a panelist for a discussion titled **The Role of Fraternities & Sororities of Color in Social Justice Movements**, held on September 26th. This was a program presented through Bergen Community College. We celebrated HBCU week and HBCU Impact Day from September 20-26. We created a daily video featuring three HBCUs and ran them over social media. I hope Sorors enjoyed them and shared them with their friends and families. On Monday September 21 we participated in raising funds for the EAF HBCU Endowment Fund. Our chapter raised a total of \$2,090. This was accomplished through individual Soror contributions of \$1,590 and a chapter contribution of \$500. The chapter contribution was raised through our Pink Goes Red bowling activity in February. We are looking forward to upcoming activities in the month of October including Breast Cancer Awareness, Master Acting Seminars and #CAP Session 2.

Target I: Educational Enrichment

HBCU for Life: A Call to Action – We continue to work on the HBCU Virtual Fair. Sorors have been pitching in to help gather school information. A few universities have expressed interest in speaking live to students. We are working to accommodate those schools that wish to participate in this way. More information will be made available as the details are solidified. Please use the save the date flyer and spread the word.

Session 2 of #CAP will focus on financial aid and FAFSA. This year our Soror Lola Brown will return to talk about the benefits and disadvantages of various types of financial assistance. The FAFSA portion will be covered by Mr. Frank Andrisani, an active presenter on college and FAFSA in Teaneck.

Please join the session and support our Soror and the young students.

Target II: Women's Healthcare & Wellness –

Breast Cancer Awareness Impact Day is October 5, 2020. In adhering to the guidelines from our corporate office, we are holding a virtual Breast Cancer Walk. I am asking Sorors to wear their Pink with a Purpose T-shirts or other breast cancer awareness shirts (or just a pink shirt). Then, take some time during that day to walk in honor of, in memory of and in support of someone battling breast cancer. **Our very own Soror Sharon Wells is currently in the fight and I dedicate this walk, in support of her.** As you go about your walk, please take a photo or video of your self and post it on social media (Facebook, Instagram etc.). Please include the hashtags:

#IEOWalksForLife
#WearPinkWithAPurpose
#WellsWarriors
#BreastCancerAwareness

Once you post your photo, send a note to programs letting us know that this was done. Also, please remember to record your steps in the Walking with Madame Supreme in the Members Only Section on our national website.

Target IV: The Arts! –

We are excited to present two virtual acting workshops featuring Charles Burks head of Enigma Acting Conservatory and Honey do of Soror Ava Burks. There will be two sessions, an introductory class and then a class focused on putting the lessons into action, featuring works of the Harlem Renaissance.



The poster features a black background with a large pink ribbon on the right side. The ribbon has the words "Breast Cancer Awareness" written on it in a cursive font. In the top left corner is the Alpha Kappa Alpha logo. Below it, the text "We Wear Pink with a Purpose" is written in large, bold, pink letters. Underneath that, "Breast Cancer Awareness Day 2020" is written in green, and "October 5, 2020 between 7AM – 7 PM" is written in white. A horizontal green line separates this from the text "Virtual Walking for Life" in white. Below this, four hashtags are listed in white: #IEOWalksForLife, #WearPinkWithAPurpose, #WellsWarriors, and #BreastCancerAwareness. To the right of the hashtags is a pair of pink sneakers. In the bottom right corner is the IEO logo with the text "ALPHA KAPPA ALPHA SORORITY, INC." and "IOTA EPSILON OMEGA CHAPTER" below it.



**We Wear
Pink with a
Purpose**

Breast Cancer Awareness Day 2020
October 5, 2020 between 7AM – 7 PM

Virtual Walking for Life

*#IEOWalksForLife
#WearPinkWithAPurpose
#WellsWarriors
#BreastCancerAwareness*



ALPHA KAPPA ALPHA SORORITY, INC.
IEO
IOTA EPSILON OMEGA CHAPTER



September 14, 2020 Fundraising Committee Meeting Minutes
Minnie Adams and Yolonda Pickett - Fundraising Co-Chairman

A Fundraising Committee Meeting was held virtually on Monday, September 14, 2020, at 6:00 PM. The meeting was called to order at 6:05 PM by Soror Minnie Adams.

In attendance were: Sorors Minnie, Yolonda, Valerie, Gwen, Armetta, Jonisha, Nellie, Joyce, Elizabeth, Gail, Shelley, Shirley, Janeen, Regina, Debbie, Monica, Alicia, and Marcia.

This meeting was called to decide what fundraising options to present to the chapter in light of the cancellation of the online raffle. The following suggestions were offered and discussed: "Peer-to-Peer" fundraising, use of a solicitation letter for businesses, matching funds from employers, Facebook fundraising, an online auction, and for each member to pay the assessment out-of-pocket. After discussion of each of these suggestions, the consensus of the committee was that Sorors either pay the assessment out-of-pocket or solicit donations to ICDSF on their own/in their own way to offset their assessment.

Sorors Minnie and Yolonda work together to create a letter to use as a template for those who want to solicit colleagues and businesses for donations.

The meeting was adjourned at 6:35 PM.

NEXT MEETING: To be held virtually on Monday, October 5, 2020, at 6:00 PM.

Intra Community Service Development Project

P.O. Box 553
Teaneck, NJ 07666



Dear Friends and Family:

On behalf of Alpha Kappa Alpha Sorority, Inc., Iota Epsilon Omega Chapter, and Intra Community Service Development Project, Inc. (ICSDP), we extend greetings and hope that you are remaining safe.

Alpha Kappa Alpha Sorority, Inc., is the oldest Greek-letter organization established by African American college-educated women and was founded on the campus of Howard University in 1908. For over a century, our organization has been at the forefront of civic and social transformation in this country by studying and alleviating the problems concerning girls and women, especially those of color.

In light of the ongoing COVID-19 pandemic, our chapter has been faced with the decision to cancel our usual fundraising events in order to comply with the policies of our corporate office and the State of New Jersey regarding social distancing. Although we are saddened that we cannot come together in person this year as we planned, our chapter remains dedicated to serving the needs of the Bergen County community. Therefore, we are asking our friends, family, and local business owners to help support these efforts through donations to our foundation, Intra Community Service Development Project (ICSDP), so that we can continue to provide scholarships and high quality programs to our community here in Bergen County.

As Iota Epsilon Omega Chapter celebrates almost 50 years of service in Bergen County, we continue to demonstrate the strength of our organization. Our strength will persevere during this perilous time, as we continue to focus on our charge, "Service to All Mankind." Stay healthy and safe, and please accept our sincerest appreciation for your continued support.

Best Regards,

Alecia Carter

President,
Alpha Kappa Alpha Sorority, Inc.,
Iota Epsilon Omega Chapter

Gail S. Smith

President,
Intra Community Service Development
Project, Inc.

Minnie Adams and Yolanda Pickett

Chairmen, Fundraising Committee
Alpha Kappa Alpha, Inc., Iota Epsilon Omega Chapter



October 2020 Chaplain Report
Soror Gwendolyn Larry - Chaplain

Our IEO Prayer Line calls were held Wednesday, September 16th at 7:30 PM.

This month we will open our prayer line on Wednesday, October 21, 2020 at 7:30 PM. Our meetings are currently virtual meetings through Zoom Telecommunications. You will be notified if there is a change in that aspect of our prayer call. We will continue to send out a prayer request list twice monthly to allow Sorors to review and privately offer prayers if they so choose.

IEO Mobile is still available for our Sorors who are in need of assistance. The email address is ieomobile@akaieo.org. **Sorors these requests were made via confidential email.** Sorors are asked to visit the **Members Only** section of our website if they are interested in joining hands in this effort to serve, those forms are available at www.akaieo.org

Let us continue to support each other and the goals of Alpha Kappa Alpha Sorority, Inc., our wonderful sisterhood. We encourage Sorors to make contact with your Soror/Buddies and make plans to communicate with each other often as “we continue to help each other” through this pandemic.

Sorors please continue to not only say “**yes**” to service with more vigor and dedication, but step up and volunteer to serve. **Sorors, let us continue to practice safe methods of communications until otherwise informed by our officials.**

God's love, peace, hope and joy to you for the second half of this year

Prayerfully Submitted,
Soror Gwendolyn Larry, Chaplain



October 2020 Connection Committee Report-Regina Ladson, Connection
Chairman

Committee Members: Co-Chair: Samantha Nixon, Tawayna Bailey, Barbara Baker, Kim Baker, Ann Bennett, Edith Conner, Shirley Deering, Alicia Henderson, Gwendolyn Larry, Sharon Wells

The Census Count has been extended to October 31st. We need to continue to get the word out about how important the Census is to our communities and encourage those individuals who may have some reservations about filling out the forms to do so.

Election Day is 32 days away. Ballots should have been received or are soon to be received. If you haven't received your mail-in ballots, you have until Oct. 23rd to request a mail-in ballot. Contact your county clerk's office.

Bergen county ballot drop box locations are now available and the locations are as followed:

- Bergenfield--198 North Washington Ave., Bergenfield, NJ (Borough Hall in Rear)
- Demarest--118 Serpentine Road, Demarest, NJ (Borough Hall)
- Englewood--2-10 North Van Burnt Street, Englewood, NJ (City Hall)
- Fairlawn--8-01 Fairlawn Ave., Fairlawn, NJ (behind Borough Hall)
- Fort Lee--1355 Inwood Terrace/Anderson Avenue Circular Driveway, Fort Lee, NJ (Fort Lee Community Center)
- Hackensack--One Bergen County Plaza Hackensack, NJ (County Administration Building)
- Hasbrouck Heights--320 Boulevard Hasbrouck Heights, NJ (behind Borough Hall)
- Hillsdale--380 Hillsdale Avenue, Hillsdale, NJ (Borough Hall Parking lot)
- North Arlington--214 Ridge Road North Arlington, NJ (Borough Hall)
- Oakland--One Municipal Plaza, Oakland, NJ (Borough Hall, across from Library)

- Old Tappan--227 Old Tappan Road Old Tappan, NJ (Borough Hall)
- Paramus--1 Jockish Square, Paramus, NJ (Borough Hall, outside main entrance)
- Ramsey--30 Wyckoff Avenue Ramsey, NJ (Behind Library)
- Ridgewood--131 North Maple Avenue Ridgewood, NJ (Village Hall)
- Ridgefield--725 Slocum Avenue Ridgefield, NJ (Bergenfield Community Center)
- Rutherford--176 Park Avenue Rutherford, NJ (Borough Hall)
- Teaneck--818 Teaneck Road, Teaneck, NJ (Municipal Building, North Entrance)
- Wyckoff--340 Franklin Avenue Wyckoff, NJ (Municipal Building)

These boxes will be available for 24 hours and on election evening, ballots must be in by 8 PM, after 8 PM, votes will be considered late and not counted.

Poll Workers- are still needed, please call 201-336-6230

- Earn \$200 working the polls from 5:30 AM to 8:30 PM
- Must be 18 years of age or older
- Must be a resident of NJ
- Must be a registered voter
- Must attend a 2-hour training class

Respectfully submitted
Soror Regina L. Ladson
Connection Chair



October 2020-Nominations Committee Report

Tanisha Russell Day, Committee Chairman

Committee Members:

Jonisha Lewis, Candace Hairston, Lakeisha Nicholls, Danielle Rowe-Jackson & Tanisha Russell Day

Committee Meeting:

Official Virtual Zoom Meeting was held on Wednesday, September 23rd from 5:06pm-5:30pm.

The Committee also communicated throughout the month of September.

The Committee has reviewed and discussed the current list of candidates and is prepared to present the slate of officers verbally during the October meeting. Nominations from the floor may also be made during October chapter meeting.

This concludes the Nominations Committee Report.



Standards Committee Report
Valerie Moore Hamer - Standards Chair

The Standards Committee met on Wednesday, September 30, 2020 at 7:30 PM. The following sorors were in attendance: Sorors Gail Smith, Sharon Fields, Shirley Deering, Nellie Jenkins, Jasmine Adkins Moore, Alicia Henderson, Erin Thomas, Valerie Moore Hamer and Alecia Carter, ex officio.

The Standards Committee to hold a 3 day virtual retreat the weekend of November 7, 2020. The retreat will begin Friday evening with a happy hr and conclude Sunday morning with a prayer or full ecumenical service.

A survey will be sent to chapter members on Sunday, October 4, 2020. We are asking for and expecting a prompt reply.

We are looking forward to full chapter participation and a fun, engaging and informative weekend.

Submitted by,,
Soror Valerie Moore Hamer

Boule
Plenary
Session I
Report



**69th Virtual Boule Delegates Report – Alecia Carter, President
First Plenary Session**

The 69th Virtual Boule Conference was hosted by Cluster II and held virtually due to the COVID-19 pandemic. The meeting was scheduled only one day, which was on July 15, 2020 for the purpose of voting for officers and ratifying the Regional Directors.

The first Plenary session began Wednesday morning, July 15, 2020 at 10:30 – 12:30 p.m. CDT. Soror Glenda Glover, Supreme Basileus presided over:

- Introduction of the Leadership Team
- Official Opening
- Presentation of Charter and Registration Report
- Meditation
- Presentation of the Agenda
- Sorority Hymn
- Tribute to Former Supreme Basilei
- Greetings
- Response
- Rules of the Virtual Boule
- Presentation of 68th Boule Minutes
- Report of the Undergraduate Officers
- Report of the International Nominating Committee
- Presentation of the Candidates (Candidates Speak)
- Voting Instructions
- Meditation
- Report of the Tellers
- Committee
- Report of the Executive Director
- Introduction of the Supreme Basileus
- Summary Report of the Supreme Basileus
- Officer Installation
- Closing Remarks

The Virtual Platform welcomed sorors with Musical Prelude to:

- I Got My Pearls
- Musical Piano Selection: To God Be The Glory
- You Raised Me Up
- Sista – Color Purple Miss Celie’s Blues
- 1908 Ethel Hedgeman Lyle Vision

The Formal Opening of the 69th Virtual Boule began with the Madam Supreme Basileus Dr. Glenda Glover greeting and scripture taken from Deuteronomy 31:6 “Be strong and courageous, for the Lord your God will go with you, He will never leave you nor forsake you.”

Madam Supreme Basileus addressed the members of the Directorate, Former Supreme Basilei:

18th Supreme Basileus – Soror Matilya Ben Grays
24th Supreme Basileus – Soror Eva Lois Evans
25th Supreme Basileus – Soror Norma Solomon White
28th Supreme Basileus – Carolyn House Stewart
29th Supreme Basileus – Dorothy Buchanan Wilson

All other that serve Alpha Kappa Alpha Sorority, Inc. and special tribute was given to the 21st Supreme Basileus Soror Fay Beverly Bryant, who became an IBTW, February 20, 2020.

Sorors were greeted in the name of Excellence! Excellence especially in this period of crisis of the current pandemic. Excellence knowing that God is with us and he will never leave us. Madam Supreme Basileus thanked all Sorors for being courageous, strong and for our hard work during this period of the pandemic and for this reason we had to convene virtually. A special thank you was extended to the Philadelphia Sorors and especially to the Philadelphia Boule Team. We are all together in our minds and in our spirits.

Madam Supreme reminded us that the Journey she committed to over 2 years ago, she took a vow to do what was best for Alpha Kappa Alpha. Therefore, the Boule will take place in two parts.

Part I of the Boule was designated for delegates only for the limited purpose of electing officers. Electing officers is fundamental in accordance to our governing documents. Once the officers were elected, in the case of the Regional Directors were ratified, the Boule recessed.

Part II of the Boule will be convened next summer and all other business matters of the organization according to the agenda will be completed. Part II will review the business of Alpha Kappa Alpha including consideration of the Boule Amendments, Directorate recommendations, Sorority International Committee updates, Awards/Recognitions, and all other business. The Directorate and Boule Reports were made available on the aka1908 website.

In the midst of two pandemics, a global health pandemic and a disturbing racial pandemic, we assembled during a time of policy brutality, racial inequality and social injustice. Madam Supreme requested that we pray for the families of Breanna Taylor, George Floyd, Ahmad Aubrey and many others who were senseless killed. Madam Supreme extended thanks to all the Sorority members who continued to serve because service is “What we do.” Madam Supreme Basileus ended by stating that we must keep serving in Excellence, keep leading, keep living up to the high ideals of our Founders’ and Alpha Kappa Alpha will remain strong. knowing that God is leading our paths, directing us to victory.

Madam Supreme Basileus, Glenda Glover introduce Soror Janelle Rush Dabney, International Protocol Committee to introduce the Leadership Team. After appropriately addressing the Directorate, the Former Supreme Basilei and all members of Alpha Kappa Alpha, Soror Dabney presented the following committees.

Educational Foundation Board of Directors – Soror Rose Butler Hayes
Human Resources Committee Chairmen – Soror Terry Bradford Eason at Large Director, Soror Terry Bradford Eason at Large Director, Soror Phillis Joes at Large Director, Soror Chilis Lowe at Large Director, Soror Joyce Ann H. Moorehead at Large Director, Soror Cynthia D. Howell, Alpha Kappa Alpha Executive Director.

Soror Erica V. Everett, EAF Executive Director, Soror Martha P. Beard – Parliamentarian, Soror Gayle P. Miles Scott, Treasurer, Soror Shelley Luper Wilson, Secretary, Dr. Dorothy Buchanan Wilson, 3rd Vice President, Soror Casey A. Coleman, 2nd Vice President, Soror Dennett Anthon Reed, 1st Vice President and Dr. Glenda Glover President.

Madam Supreme Basileus Dr. Glenda Glover recognized the International Committee Chairmen – Co-Chairmen and special appointees.

Introduction of the Directorate Support Team:

Soror Martha P. Beard, Chief of Staff to the Supreme Basileus; The Honorable Valerie A. Hill, Chief Legal Resource; Soror Pamela Bates Port, International Chaplain; Soror Cynthia D. Howell, Alpha Kappa Alpha Executive Director; and Dr. Nicole Berrett, Alpha Kappa Alpha Corporate Director

Former Supreme Basilei:

18th Supreme Basileus – Dr. Matilya Ben Grays
24th Supreme Basileus – Dr. Eva Lois Evans
25th Supreme Basileus – Dr. Norma Solomon White
28th Supreme Basileus – Attorney Carolyn House Stewart
29th Supreme Basileus – Dr. Dorothy Buchanan Wilson

The Directorate was present to the virtual floor:

Soror Joy Elaine Daily, International Regional Director
Soror Carol R. Dixon, Far Western Regional Director
Soror Twyla Woods-Buford, Midwestern Regional Director
Soror Sonia L. Bowen, Central Regional Director
Attorney Katina Simien, South Central Regional Director
Attorney Mitzi B. Page, South Eastern Regional Director
Soror Karen J. Clarke, Great Lake Regional Director
Soror Carolyn G. Randolph, South Atlantic Regional Director
Soror Jennifer K. Congleton, Mid-Atlantic Regional Director
Soror Mary Bentley LaMar, North Atlantic Regional Director
Soror Holly Weeks, Undergraduate Member at Large
Soror Kaylan D. Long, Undergraduate Member at Large
Soror Bonnie Washington Murdock, Supreme Parliamentarian
Soror Gayle P. Miles Scott, Supreme Tamiouchos
Soror Shelley Luper Wilson, Supreme Grammateus
Soror Casey A. Coleman, 2nd Supreme Anti-Basileus
Soror Danette Anthony Reed, 1st Supreme Anti-Basileus
The always Exemplifying Excellence Supreme Basileus of Alpha Kappa Alpha Sorority, Inc. and President of Tennessee State University, Dr. Glenda Glover

Dr. Glenda Glover, International President, at 11:27 a.m. called Plenary Session I of the 69th Virtual Boule to order. The minutes will reflect that the Virtual Boule was called to address acquired business that must be done pursuant to Article IV Section 1A of the Constitution. Giving restriction of COVID-19 Pandemic the Boule is held Virtually. Part II of the Virtual Boule will occur in July 2021, New Orleans, Louisiana. The minutes will further reflect that a quorum is in place as specified as directed in Article IV, Section 1E of the Constitution.

Following the Official Opening of the Boule, Soror Cynthia Howell, Executive presented the Charter and Registration Report.

Soror Cynthia Howell, address Madam Supreme Basileus, Members of the Directorate and all member of Alpha Kappa Alpha Sorority, and confirmed that the Charter was in place and presented the Registration Report of the 69th Boule as follows:

Delegates:

Central Region – entitled delegates - 447
certified delegates – 441

Far Western Region – entitled delegates - 357
certified delegates – 325

Great Lakes Region – entitled delegates - 413
certified delegates – 342

International Region – entitled delegates - 62
certified delegates – 60

Mid-Atlantic Region – entitled delegates - 679
certified delegates – 629

Mid-Western Region – entitled delegates - 189
certified delegates – 167

North Atlantic Region – entitled delegates - 751
certified delegates - 706

South Atlantic Region – entitled delegates – 1,054
certified delegates – 962

South Central Region – entitled delegates - 768
certified delegates – 679

South Eastern Region – entitled delegates - 625
certified delegates – 601

Other Delegates:

Directorate – 18
Former Supreme Basilei – 5
Corporate Office – 2
General Members – 12

Total of Other Delegates – 37
Total of Entitled Delegates – 5,383
Total Delegate strength during the 69th Virtual Boule – 4,949

466 – Non voting guest included committee chairs members who assisted with the execution of the programs of the Exemplifying Excellence Through Sustainable Service Administration.

Conclusion of the Presentation of Chapters and Registration Report.



July 2020 Boule Report – 1st Plenary **Soror Natalie Cureton, Delegate**

July 15, 2020

Due to the COVID-19 pandemic the 2020 Boule was held virtually for the first time on July 15, 2020. All reports were provided in a book which is available for more detailed review; The meditation and opening prayer were given by Soror Pamela Bates Porch, International Chaplain; her theme was “Times Like These...” Soror Porch referenced our need for a savior by using excerpts from the song “Christ the Solid Rock” and that our anchor (Jesus) holds on to the solid rock. She also reminded us that we are strengthened by our relationship with Christ, we are not alone and to remember Psalm 18:2 as we work through this our separation and quarantining as a result of the pandemic...”...the Lord is our rock and our fortress in whom we take refuge.”

Soror Porch also referenced Psalm 91 as a reminder of our protection. We’re better with Christ than alone! Over 112 years Alpha Kappa Alpha has weathered the storms of life; it is our strength as women to foster excellence, to charter the course for the future! Soror Porch closed with her prayer, after which, Madame Supreme Basileus (MSB), Soror Glenda Glover presented the agenda for the session.

For this first virtual Boule the only order of business is to ratify the election of Regional Directors and the election of positions presented by the International Nominating Committee. All other business will be deferred until the part of this Boule is conducted in 2021 in New Orleans. MSB recognized the outgoing officers and although we were virtual, she requested all sorors stand in place for the singing of our hymn together. Lastly, a video tribute to the former Supreme Basilei including Soror Faye B. Bryant was presented.

Respectfully submitted...