

**The Executive Board Meeting
Conference Call
December 4, 2019**

6:00 PM – 7:00 PM

Members present on call: President, Serena Ashley, Links Linda Harris, Natalie Hooper, Barbara Ward, Adriel Person, Danielle Outlaw, Barbara Thoms, Yvonne Williams, LaKecia Gunter, Sylvia Welch

The Executive Board Meeting held by Conference call on December 4, 2019 began at 6:03 PM. Adjourned at: 6:29 PM. President, Serena Ashley presided and the Secretary was present.

Adoption of Agenda – Yes, after changing the meeting date from October 30th, 2019 to December 4, 2019 and the date of the upcoming Chapter meeting from December 13th to December 14, 2019.

Approval of October 30, 2019 executive Board Meeting Minutes – Yes, and placed on file.

Committees that will report: Correspondence, Finance

Facets/Standing Committees that will report with Action Items Only. Written reports to Recording Secretary & Technology Chair, Link Maria for the files and the Chapter website): Membership, Programs, Services-to-Youth, Scholarship

Committees that will not report: Strategic Planning, International Trends and Services, Arts, Constitution and ByLaws, Facilities, Publicity, Technology, Protocol/Rituals, HBCU Rep.

Committees with announcements: Health and Human Services, National Trends, Courtesy/Social

Unfinished Business: Umbrella Program Plan

Note: Send announcements to Link Estella and copy President Serena; prospective member/candidates thought to not have the appropriate time in residence in Portland in order to be considered for membership, have been deemed eligible. Our Chapter ByLaws will be updated to reflect the verbiage in the National ByLaws; Link Danielle needs a way to track ITS donations. She will send the information to Link Estella for inclusion in the newsletter.

Sylvia Welch _____
Date _____