#

# Founders Day Committee

# Austin Alumnae Chapter

# Delta Sigma Theta Sorority, Inc.

**Date / Time**: November 2, 2023 @7:00pm

* Call to Order: Meeting called to order at 7:04pm.
* **Enter names of all committee members. Members present noted with checkmark.**

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| --- | --- | --- |
| ☐ Benee Brown☐ Mary Caldwell☐ Tashia Coleman☐ Terina Veasey-Conley☐ Deloris Hall☐ Pamela Hall☐ Catherine Lee☐ LaVonna Martin-Floreal. | ☐ Joan Roberts-Scott☐ Debra Shaw-Boatner☐ Patricia Shorter☐ Sheldy Starkes☐ Karen Ware☐ Del Watson☐ Donna Jackson☐ Sylnovia Holt-Rabb | ☐ Sandra Willis☐ Tamela Saldana☐ Kelly Smith☐ Paulette Walls☐ Click here to enter text.☐ Click here to enter text.☐ Click here to enter text.☐ Click here to enter text. |

* Prayer/Meditation:
* Agenda:
* Founders Day Theme
* Founders Day Menu
* Finalize Option A or B (Reception or No Reception)
* Sub-Committee Reports
* Flyer & Registration Link Update
* Business Items:
* Venue Sub-Committee & Co-Chair Update
	+ Contract signed; Voucher for deposit requested & mailed
	+ November 14th @2p for Menu Tasting/Walkthrough for Decor & Program Sub-Committees
		- Blackened Catfish, Chicken or Beef Entrees
	+ Voted YES (7 votes) to include Reception; Budget $20,456
	+ Founders Day Program Times
		- 1:00-2:00 pm Reception
		- 2:00-4:00 pm Formal Program
	+ $7500 budget from chapter; $75 tickets
	+ Missed Odyssey Publication (can send out a special request for the flyer/link for registration to be published in December)
* Day of Service (January 13th) 8:00am-10:00am
	+ Ronald McDonald House (hands-on)
	+ Williamson Childrens’ Advocacy Center (hands-on)
	+ Austin Diaper Bank Drive (collect & share/virtual option)
	+ Central Texas Food Bank (waitlist)
	+ non-active sorors and community volunteers
* Decor Sub-committee
	+ Asked if previous decor is available to repurpose
	+ More to report after visit to Balcones Country Club
* Gift Sub-committee
	+ Requested and received YES vote to increase budget to $800
	+ Gift for each soror attending Founders Day Program; pass out gifts from Registration table upon check-in
* Awards Sub-committee
	+ Nominations re-opened; won’t know who won until December
	+ Upcoming training session on nomination form/deadline to submit extended
	+ TBD number of Community Awards
	+ Soror Donna Jackson has list of vendors to make awards
* Registration Sub-committee
	+ need to recruit for registration table
	+ will need person at 2nd door (Logistics)
	+ will need to get paid attendees list from Financial Secretary
* Facilities/Logistics Sub-committee
	+ set up registration and reserved seating tables
	+ reserved seating for Honorees and Community Partners
* Technology Sub-committee
	+ TBD
* Recommendations:
* Save the Date & Day of Service should be separate flyer
* Additional committee dates; move time to 8:00pm
	+ November 16th, November 30th, December 7th, December 18th or 19th, January 4th and January 11th
* Action Items:
* Founders Day Theme/Slogan
	+ should align with Conference theme/incorporate partnering with community
* Save the Date Flyer & Registration
* Day of Service - December & January Odyssey
* Day of Service Site Captains
* Vote on Gift(s) to purchase
* Odyssey Submission Due, November 17th, December 15th
* Midpoint Submission Due, December 5th, January 5th
* Adjourn: Meeting adjourned at
* Next meeting: November 16 2023 @8pm