



Membership Committee Report

Name of Facet/Committee: Membership Committee

Date/ Time/Location of Meeting: October 26, 2016

6328 Daring Prince Way, Columbia, MD. 21044

Members Present: Roslyn Brock, Carolyn Brown-Jackson, Jo-Emily Knox, Lenaye Lawyer, Muriel Mitchell, Avolon Moses, Rhonda Ricks, Tanya Sellers-Hannibal, Grayce Simmons

Summary of Meeting:

- **Membership Updates –**
 - Needs Assessment Survey: Reviewed survey with committee. Agree to administer during Chapter meeting. Links sisters not in attendance will be contacted to complete the survey.
 - Membership Requirements: Reviewed – 1-in-5, 48 hours of services and 5 of 8 Chapter Meetings.
- **Calendar of Events –**
 - **November: Is Friendship month.** Progressive Day Party will take place on Saturday, November 19th. Links Valda, Rebecca and Roni have volunteered to be hostesses. The event will go from 1:00 pm- 5:00ish pm. Each stop will be for 1 hour with about 30 minutes in between. Attire is Casual Chic, denim appropriate. The hostesses have their teams and will be reaching out to their team members.
 - **December: Holiday Event.** The committee is recommending Seasons 52 as the venue for our December Holiday Event on December 10th from 12:00 – 3:00 pm. There is not room charge. The cost will be \$50/person. Links only. The room can accommodate up to 48 people so it will be first come first serve. We will have the Snowflake Swap for those Links who would like to participate. In addition, we will be soliciting blankets for Grassroots.

- **Bi-Monthly Social/Friendship Activity.** The committee review the Social/Friendship Activities Calendar. Several committee members are taking particular months. More information to come.

Goal (Specify if Short, Mid or Long Term)	Activity Progress with Completion date	Assumption Changes – Committee Effort	Progress on evaluation	Needs - Specify or Update on Resource Needs (Both Internal and External)	Action items/ Items (Please Specify If Chapter Vote Is Required)
Increase membership to enhance and sustain chapter program and fill skill gaps of current members by at least 10% by 2018.	Completed Orientation Sessions and Induction 1 – Inducted 6 new members on May 14 th 2 – One transfer 3 – Four members on LOA	Significant work effort for new membership intake. Next steps will be to ensure connections between new members and their mentors. As well as acclimating them to Linkdom and the Chapter.	All events were well attended which included alumnae. There was significant knowledge sharing and friendship.	Gap analysis survey to identify current chapter strengths, weakness, opportunities or threats. Determine the number of Chapter Members who are planning to take Alumna Status	Needs Assessment: Chapter will be presented with Needs Assessment Survey to complete during the November Chapter Meeting. Also, determine who is planning to take Alumna Status
Create an environment that promotes enduring relationships among chapter members.	2016-2017 Calendar of Events underway. Updates presented at October 26 th meeting.	-Link Rebecca Reed investigated Seasons 52 as potential venue for Holiday Event. -Link Roni completed calendar of events and shared with Link Rochelle.	- Seasons 52 is available on December 10 th from 12 Noon to 3:00 pm. No room charge. -Calendar was presented to Membership Committee. Members signed up for specific months/activities.	Committee will present venue recommendation. -Once activities are determined, information will need to be put on web site. For standing activities, a team leader will need to coordinate.	2016-2017 program year activity planning underway as noted under committee effort.

Maintain Good Relationships with Alumna members.	Alumna members have been invited to the 11 th Annual Jazz Brunch.	Committee members provided assistance and guidance to alumna for each event.		Ensure alumna members receive calendar of events, receive event invitations and are connected to Chapter.	Revisit Love a Link Program and have Chapter members sign up.
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Upcoming Activities:

- Membership Committee Meeting – November 30th at 6:30 pm

Signature of Facet/Committee Chair:

_____ ***Rochelle A. Michaux-Conway***_____

Date: November 2, 2016_____

**Please submit this report at Chapter Executive Committee Meeting*

Or

Email to Chapter President and to Chapter Recording Secretary