



Membership Committee Report

Name of Facet/Committee: Membership Committee

Date/ Time/Location of Meeting: August 23, 2017
6328 Daring Prince Way, Columbia, MD. 21044

Members Present: Carolyn Brown-Jackson, Valda Christian, Jo Emily Knox, Lenaye Lawyer, Rochelle Michaux-Conway, Rhonda Ricks, Grayce Simmons, Robin Steele

Summary of Meeting:

Membership Updates-

- **Attendance Sabbatical Request:** Link Yvette Rooks has requested Attendance Sabbatical for 2017-2018. The Membership Committee voted to move forward with recommendation to Executive Board to grant Link Yvette Attendance Sabbatical.
- **Leave of Absence Request:** Link Leila Potts Campbell has requested a Leave of Absence for 2017-2018. The Membership Committee voted to move forward with recommendation to Executive Board to grant Link Leila LOA.
- **Transfer Status:** We received notification that Link Loyce Pickett has been transferred from the Columbia (MD) Chapter to Tucson (AZ) Chapter effective August 17th.
- **Dual Status:** Link Avolon will continue dual status with Columbia (MD) Chapter and Greater Hudson Valley Chapter.
- **Platinum Status:** Link Zola Boone is working with Alumna to help identify additional Link candidates.
- **New Member Intake:** Committee reviewed New Member Intake Process. Timeline is as follows – September 25th by midnight submission of Candidate for Membership Form. If not available by this time, sponsors will send name and address of the perspective candidate to President and VP by Tuesday, September 27th. Once the form is available on line, all information will need to be submitted on the perspective candidate.
October 14th – Candidates names will be presented to the Chapter. November 11th, the sponsor will have 2 minutes to present information on their candidate. January 13th, the Chapter will vote on perspective candidates.

- **Links Resume**: The Links Resume forms are still outstanding. Email will be sent out to Chapter with the goal of receiving electronic copy before the September Chapter Meeting. Links Robin and Valda volunteer to help with contacting our Link sisters.
- **New Chapter Directory**: No update. Link Jo Emily recommended that we have a hard copy of the directory especially for the Archives Committee.

Calendar of Events-

- **November Friendship Activity**: The Membership Committee recommends that the Jazz Brunch Listening Party on Saturday, November 11th be our friendship activity. We have the venue. Other logistics will need to be determined.
- **December Holiday Event**: The committee discussed having the holiday party and including the Snowflake Swap. Link Jo Emily recommended that we look in to venues. Link Rochelle to contact Seasons 52 since there is no cost for venue.
- **Social Calendar for 2017-2018**: No update.

Upcoming Meetings: Wednesday, September 27th, October 25th, November 29th 6:30 pm at my home.

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% .	-Request for LOA and Sabbatical Status -Identified four members eligible for Platinum status-	-Eligible Links include Link Zola Boone, Shirley Colvin, Alma Moss, and Iola Smith. Link Zola has volunteered to help with identifying other Links who may be eligible for Platinum status.	-Link Zola securing additional information at Alumnae August luncheon.		-Chapter vote required for LOA and Sabbatical Status

	-New Member Intake consideration approved for program year 2017-2018 -Links Resume	September 25th candidate profiles October 14th candidates' names presented to Chapter November 11th Sponsors present perspective candidates January 13th Chapter vote		-Provide Links Resume Form to be completed by September Chapter Meeting. This will provide information regarding talent in the Chapter.	Have Links complete electronic copy of resume
Create an environment that promotes enduring relationships among chapter members.	2017-2018 Calendar Events underway.	- November Friendship Event: Potential Listening Party on Saturday, November 11th -December Holiday Event opportunity	-This will be an opportunity to socialize with Links sisters - Alumnae can joined in the fun.	-Upcoming activities will be shared and put on website. For standing activities, a team leader will need to coordinate.	-Links Cathy Bell, Germaine Bolds-Leftridge and Roslyn Brock will create social calendar for 2017-2018 with activities to promote sisterhood and friendship.
Maintain Good Relationships with Alumna members	-Invite Alumnae members attended the 12th Annual Jazz December Brunch	-Committee members provided assistance and guidance to	-Alumnae members enjoy the opportunity of being included with our	-Ensure alumnae members receive calendar of events, receive event invitations and are	

	Holiday Event and Peabody Concert.	alumnae for each event.	activities and assisting as needed.	connected to the Chapter.	
--	------------------------------------	-------------------------	-------------------------------------	---------------------------	--

Signature of Facet/Committee Chair:

Rochelle A. Michaux-Conway

Date: August 29, 2017

Please Email to Chapter President, Chapter Vice President, Chapter Recording Secretary and Chapter Program Coordinator prior to Chapter Executive Committee Meeting