



MARCHING 100
ALUMNI BAND ASSOCIATION - DMV AREA CHAPTER
7005 FIELDSTONE COURT
BRANDYWINE, MARYLAND 20613



IN REPLY REFER TO

DMV/EC MTG
19 Jan 19

From: Marching 100 Alumni Band Association (ABA) DMV Area Chapter
Secretary, Andrea Turk

To: Marching 100 ABA DMV Area Chapter

Subj: **MARCHING 100 ABA DMV AREA CHAPTER MINUTES FROM (EC) MEETING ON
JANUARY 19, 2019**

MINUTES

1. **Call to Order** at 7:00PM by DMV Chapter President, Jeramy Green
2. **Welcome & Introductions** were facilitated by President Jeramy Green
3. **Purpose of Meeting** was to serve as the official transition meeting between the outgoing officers of the DMV Chapter with the newly elected and appointed officers of the DMV Chapter
 - a. Attendance - Jeramy, Larry, Lionel and Andrea on site. Anthony, George and Guileine via phone.
4. **Treasurer's Report** - outgoing treasurer shared balance with attendees and current treasurer made note of the balance
 - a. Questions were raised when the outgoing treasurer shared the process for requesting funds and gaining access to funds raised by local chapters.
 - i. The question was why: If the local chapter needed seed money for an event or to purchase an item, does the local chapter have to request the funds from the national chapter. If the funds are raised locally, decisions related to budgeting and spending should be made locally.
 - ii. Another question was: How do local chapters know if the "chapter portion" of the annual dues is accurate when being sent to the local chapter by the national chapter? What types of reports are provided by the national chapter to account for the funds raised solely through the payment of membership dues?
 - iii. The outgoing president and treasurer did not have much to offer other than, "This is how it's done", therefore it was determined that our president and/or treasurer should get further clarification about the processes from the national level.
 - iv. Another question was regarding chapter autonomy: Can chapters open their own, freestanding, bank accounts and send the membership fees and any other donations or financial obligations to the national level?
 1. This would make the financial processes run from the bottom up as opposed to the top down. This would also make daily chapter operations run without potential delays if any type of unanticipated financial need arises within the local chapter.
5. **Way Ahead** - Decision was made to have meetings at President Green's home on the 3rd Saturday of each month at 7:00pm
6. **Adoption of DMV Bylaws** was postponed after beginning to read and address concerns of semantics, redundancy, spelling, grammar and the

- need to update/clarify language that could be misinterpreted.
- a. President Green decided to send the DMV Area bylaws in a word document so that each person could make recommended edits.
 7. **Status of Master DMV Chapter Roster** was provided by Andrea. An audit is being conducted by cross-referencing the National roster against the DMV roster. This is a slow process because a lot of the information is incomplete and missing phone numbers and/or email addresses; or both. President Green asked that the officers take the final roster, post reconciliation, and divide it equally.
 8. **Communication/Retention/Recruitment Discussion** was to determine the best approach, going forward, to getting members in the area more active.
 9. **2019 M100 ABA Chapter Calendar of Events** was shared by President Green in a full month view format. This example was approved by the EC as the way to log DMV Chapter events, along with any other FAMU related events that will take place in the area.
 10. **Possible procurement of a M100 ABA DMV Chapter banner** was discussed briefly. The President shared that he thought we should have one to display whenever we are attending events or hosting events. This would need to be designed, a quote gathered, then budgeted for through earmarked funds.
 11. **Action Items**
 - a. **Find the cost of a PO Box** it was determined that, just as in the past, the physical address for the M100 ABA shall be at the current president's residence. However, for business purposes, a PO Box will be established in the local area where the chapter president resides. In the event that the secretary of the chapter doesn't reside in the same area as the president, the president or his/her designee, will be responsible for checking the PO Box.
 - b. **Purchase a receipt book** so that in the event we have fundraisers or collect dues/donations on site at an event, we have a way to provide receipts to the person(s) who paid.
 - c. **Establish an "Election Season" for the DMV Chapter** which include the span of dates for voting
 - d. **Create a Chapter Questionnaire** that can be loaded for electronic response and manual (paper mail in) response. Larry Rentz will post on Facebook.
 - e. **Come up with proposed dates for the DMV Area Annual Meeting by February 28** so that 'save the date' notifications can be sent out
 - f. **Confirm the M100 ABA National Meeting Webinar date and time**
 12. **Announcements/For the Good of the Chapter:**
 - a. President Green will be communicating with Dr. Chipman to find out if the M100 will be coming to the Norfolk State game and/or the Morgan State game. Once confirmed, we will work as a chapter to ensure that we can be gracious hosts.
 13. Adjournment and repast was at 8:42pm

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2019 M100 ABA DMV Chapter Staff/File(s)