



Alpha Kappa Alpha Sorority, Incorporated® Rho Chi Omega Chapter

Virtual Officers' Retreat

*"We're Still Here . . .
Molding Pearlfect Leaders"*

Saturday, January 22, 2022
10:00 a.m.
Via Zoom





Presented by the Basilei Council



**L-R: Sorors Edna Sheridan, Cheryl K. Johnson, Thalia F. Love,
Robin Miller, Tonnesha M. Lewis**



P r o g r a m



Alpha Kappa Alpha Sorority, Incorporated® Rho Chi Omega Chapter

“We’re Still Here . . . Molding Pearlfect Leaders”

Officers’ Retreat

Soror Cheryl K. Johnson, Chairman, Basilei Council, presiding

Welcome and Meditation

Soror Edna Sheridan, Former Basileus
1994-97 and 2002-2003

State of the Pearl

Soror Tonnesha M. Lewis, Basileus

Sisterly Relations and Leadership

Soror Jackie Abrams

Soror Code of Ethics

Soror Edna Sheridan, Former Basileus

Pink Card Revoked

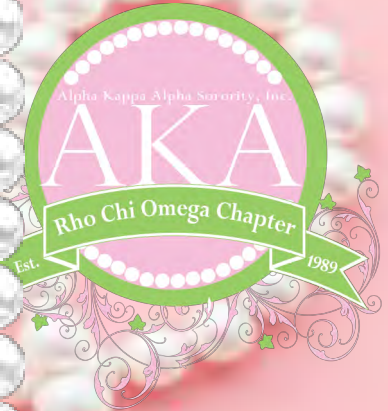
Soror Robin Miller, Former Basileus
2016-2019

Do You Have an AKA Meeting Bag?

Soror Cheryl K. Johnson, Former Basileus
1998-2001 and 2006-2009

Shades of Pink Q&A with the Basilei Council

Soror Thalia F. Love, Former Basileus
2004 - 2005





Welcome and Meditation



***Soror Edna Sheridan, Former Basileus
1994-1997 and 2002-2003***





STATE OF THE PEARL



Soror Tonnesha M. Lewis, Basileus





PICTURE TIME





SISTERLY RELATIONS & LEADERSHIP



Soror Jackie Abrams

Presenter





Alpha Kappa Alpha Sorority, Incorporated® 2022 Rho Chi Omega Chapter Officers

 A President Tonnesha M. Lewis	 L Vice President Gloria H. Flowers	 P Recording Secretary Thalia Love	 H Assistant Secretary Cheryl K. Johnson	 A Treasurer Jacqueline Dennis	 K Asst. Treasurer Kay Cutts
 A Financial Secretary DeShannon March	 P Asst. Financial Secy. Sheryl Gilbreath	 P Correspondence Secy. Veranda Adkins	 A Parliamentaria Lawanda Reynolds	 A Chaplain Saleeta Spencer-Thomas	 L Ivy Leaf Reporter Robin Miller
 P Historian Lenita Davis	 H Official Hostess Tiffany Richardson	 A Door Keeper Destiny Reynolds	 One Member-at-Large Monica Griffin	 Nine Member-at-Large Kimberly Holmes	 Zero Eight Member-at-Large Acacia Sturdivant





SISTERLY RELATIONS & LEADERSHIP

Objectives

- **Leadership Expectations**
- **Leadership Roles**
- **What are Sisterly Relations?**
- **Why is it important to remain sisterly while in leadership?**





SISTERLY RELATIONS & LEADERSHIP

Leadership Expectations

- **Do you have expectations as a leader?**
- **Does the membership have expectations of you as leaders?**
- **What happens when those expectations are met?**
- **What are potential consequences of unmet expectations?**
- **How do you communicate your needs effectively?**





SISTERLY RELATIONS & LEADERSHIP

Leadership Roles

I pray for you...you pray for me

- **Basileus**
- **Anti-Basileus**
- **Grammateus**
- **Anti-Grammateus**
- **Tamiouchos**
- **Anti-Tamiouchos**
- **Pecunious Grammateus**
- **Anti-Pecunious Grammateus**

I need you to survive

- **Parliamentarian**
- **Philacter**
- **Hodegos**
- **Epistoleus**
- **Chaplain**
- **Ivy Leaf Reporter**
- **Historian**
- **Member-at-Large**
- **Committee Chairmen**





SISTERLY RELATIONS & LEADERSHIP

What does it mean to be Sisterly?

Give me examples...

- . Are there ever times when we should behave in an unsisterly manner?**
- . If yes – please share the example...**
- . If no – please discuss why we do it...**

Grace

Elegance





SISTERLY RELATIONS & LEADERSHIP

What are Sisterly Relations?

- ◆ **Sisterly Relations basically is defined as how we connect, interact and communicate with one another AS SISTERS!!!**
- ◆ **Interacting with one another AS SISTERS is what separates Alpha Kappa Alpha from other civic organizations, clubs and street gangs!**
- ◆ **THINK before you SPEAK or TYPE to your sister!!!**
- ◆ **Treat your SISTER as you would want to be treated.**
- ◆ **You don't have to LIKE every AKA you meet – but you must RESPECT every member of Alpha Kappa Alpha Sorority, Incorporated®...and if you cannot do that – you MUST respect the position held.**





SISTERLY RELATIONS & LEADERSHIP

Remaining Sisterly while in Leadership





SISTERLY RELATIONS & LEADERSHIP

Tools for Managing Conflict

Tool #1: Collaborating

An attempt to work with another person to find some solution which fully satisfies concerns of both persons.

Tool #2: Accommodating

An individual neglects their own concerns to satisfy the concerns of the other person. Self-sacrificing.

Tool #3: Compromising

The objective is to find some expedient, mutually acceptable solution which partially satisfies both parties

Tool #4: Avoiding

The individual does not immediately pursue their own concerns or those of the other person. Conflict is not addressed.





SISTERLY RELATIONS & LEADERSHIP

Simply Put...

- ⇒ **Tool 1 – Collaborating** – *“Two heads are better than one”*
- ⇒ **Tool 2 – Accommodating** – *“Kill your enemies with kindness”*
- ⇒ **Tool 3 – Compromising** – *“Split the Difference”*
- ⇒ **Tool 4 – Avoiding** – *“Leave well enough alone”*





SISTERLY RELATIONS & LEADERSHIP

Sisterly Navigating...

Chapter Meetings

Cluster

Deadlines

Attitudes

Goals

Community Service Activities

Attire

Rituals

Sisterly Relations

Support

Leadership Seminar

Attendance

Agenda

MIP

Teleconferences

Boule

Fundraising

AKA Day at the Capitol

Regional Conference

Executive Committee Meetings





SISTERLY RELATIONS & LEADERSHIP

Questions???



**Source: Soror Andrea K. Miles, International Sisterly Relations Committee Chairman
Alpha Kappa Alpha Sorority, Incorporated® AKA University**



*Soror Code
of
Ethics*



***Soror Edna Sheridan, Former Basileus
1994-1997 and 2002-2003***



Soror Code of Ethics

SUMMARY OF KEY CHANGES

- Combined Soror Code of Ethics and Code of Conduct for Board Members into a single document.
- Reorganized resource by categorizing the Soror Code of Ethics into logical sections for ease of reference and interpretation.
- Added the following new sections:
 - Corporate Office Relations;
 - Community Relations; and
 - Reputation and Brand Management.





Soror Code of Ethics

SOROR CODE OF ETHICS

In order to honor its Founders, maintain a high standard that allows AKA® members to serve as role models for young women and girls in the global community, preserve Alpha Kappa Alpha Sorority, Incorporated® membership as a desirable and honorable affiliation and to protect Alpha Kappa Alpha Sorority, Incorporated® from harassment, unauthorized association, ridicule, scandal, loss of goodwill or legal liability, I do voluntarily agree to observe the following:

1. General Rules of Conduct

To respect and comply with *Alpha Kappa Alpha Sorority, Incorporated® Constitution and Bylaws, Manual of Standard Procedure, Rituals, Protocol Manual, Anti-Hazing Manual, Membership Intake Manual, Fiscal Fitness Guide for Chapter Financial Operations, Risk Management Guide*, other official documents and policies, as well as Chapter Bylaws and *Robert's Rules of Order Newly Revised*.

- a. To remain subject to the authority of the Boule and the Directorate and abide by its mandates.
- b. To respect our elected/appointed leaders of Alpha Kappa Alpha Sorority, Incorporated® and support them in conducting the business of the Sorority.





Soror Code of Ethics

2. Membership Matters

To develop and communicate Alpha Kappa Alpha Sorority Incorporated® core values which emphasize our strengths through our diverse membership. To uphold these values by:

- a. Understanding that membership in Alpha Kappa Alpha is a privilege and lifelong commitment;
- b. Maintaining passion to seek social justice for our world;
- c. Appreciating the diverse viewpoints and opinions of other sorors;
- d. Appreciating spiritual and cultural norms;
- e. Differentiating between actions that advance the sorority's mission versus my individual benefit;
- f. Upholding integrity that is an adherence to a code of moral values;
- g. Maintaining trustworthiness as the ability to be relied upon;
- h. Interacting positively with sorors both in sorority and non-sorority settings; and
- i. Refraining from supporting and engaging in acts of hazing, reporting its occurrence to the appropriate authority and demonstrating compliance with all aspects of the Alpha Kappa Alpha Sorority, Incorporated® Anti-Hazing Policy.





Soror Code of Ethics

3. Soror to Soror

To uphold clear expectations for demeanor in any communal event (e.g., chapter meetings and public activities where my affiliation as an AKA is known or acknowledged) by:

- a. Respecting the equality and diversity of all sorors in a professional and sisterly manner;
- b. Encouraging healthy and respectful debate with open and frank discussions of issues;
- c. Creating an environment where sorors embrace open and direct communication of issues;
- d. Valuing and respecting the knowledge and experience of every soror;
- e. Maintaining accountability when serving in chapter, regional, and international leadership positions; and
- f. Being open to receiving constructive feedback from other sorors.





Soror Code of Ethics

4. Financial Accountability

To maintain a basic understanding of and compliance with the *Fiscal Fitness Guide for Chapter Financial Operations* by:

- a. Ensuring an understanding of financial reports given at Boule, Regional Conferences and chapter meetings;
- b. Remaining current with all dues and financial obligations;
- c. Ensuring that funds are available when paying chapter dues and assessments via check or credit card or other acceptable means of payment;
- d. Avoiding the comingling of personal funds with sorority funds;
- e. Requiring financial officers to maintain records, make them available for inspection and pass them on to succeeding officers and/or Graduate Advisors in good order as required by *the Fiscal Fitness Guide for Chapter Financial Operations*;
- f. Utilizing licensed Alpha Kappa Alpha vendors for the sale and procurement of Alpha Kappa Alpha paraphernalia and merchandise;
- g. Reporting misappropriation of funds to the chapter or appropriate Alpha Kappa Alpha officials; and
- h. Demonstrating integrity in handling Sorority funds and utilizing the tax-exempt status.





Soror Code of Ethics

5. Corporate Office Relations

To always treat corporate office staff with respect and dignity by:

- a. Reviewing Sorority documents and utilizing the proper chain of command before contacting the Corporate Office to resolve an issue;
- b. Preventing disclosure of personal or sensitive information;
- c. Protecting the Sorority's intellectual property, which includes its patents, trademarks, and copyrights, as well as, technical knowledge, know how, and experience gained during Alpha Kappa Alpha's activities;
- d. Avoiding unauthorized use, copying, distribution, or alteration of Sorority property for personal or commercial use, which includes, but is not limited to, patents, trademarks, copyrights, symbols, logos, marks, program targets, projects, intellectual property, proprietary information, or derivative of its name; and
- e. Avoiding relationships or activities that create conflicts of interest between personal interests and the Sorority.





Soror Code of Ethics

6. Community Relations

To uphold my ethical responsibility to use Alpha Kappa Alpha standards of integrity, loyalty, honesty, and trustworthiness in selecting external entities by:

- a. Upholding our brand, policies and procedures when communicating with other entities;
- b. Maintaining confidentiality;
- c. Avoiding conflicts of interest;
- d. Demonstrating competency;
- e. Exercising good manners and etiquette;
- f. Maintaining professional attire;
- g. Respecting all citizens and treating everyone as a unique individual who matters; and
- h. Establishing the following with community entities:
 - Trust, Accountability and Transparency
 - Diversity, Equity and Inclusion
 - Collaboration and Participation





Soror Code of Ethics

7. Reputation and Brand Management

To use the Internet, including but not limited to social media platforms, to positively present, reinforce and uphold the reputation, brand and integrity of the Sorority by:

- a. Encouraging, celebrating, and positively recognizing chapters and sorors;
- b. Maintaining civility when engaging on social media and interacting with Sorority members and members of the public;
- c. Being cognizant that each member is at all times a brand ambassador for the Sorority and as such must present themselves as a positive reflection of the Sorority. This includes but is not limited to maintaining high ethical and moral standards when

engaged in AKA and non-AKA activities, posting/sharing on social media, and when appearing in public, especially when Sorority paraphernalia, marks, or logos are part of one's attire or speech.

- d. Refraining from posting, reposting or liking anything that is not in good taste, offensive or portrays the sorority in a negative light or adversely affects its goodwill;
- e. Refraining from referencing the Sorority in any manner that conveys the impression of an endorsement by the Sorority;
- f. Refraining from using the Sorority marks or any mark that is similar to a Sorority mark to endorse a political candidate;
- g. Refraining from adopting a mark, name or symbol that is identical, confusingly similar or substantially similar to a Sorority mark (e.g., usage of the letters "A" or "K" to represent Alpha Kappa Alpha members);
- h. Refraining from creating or displaying media presentations that are demeaning, harmful, or defaming to the Sorority or its members;
- i. Refraining from participating in member-exclusive events in which Sorority rituals and business occur while in the presence of non-members; and
- j. Obtaining permission from the Supreme Basileus or her designee before publishing, posting or disseminating or internal communications and/or information to external sources regarding the official business of Alpha Kappa Alpha Sorority or appearing on radio, television, or other media outlets in the name of the Sorority, which includes, but is not limited to, trademarks, copyrights, symbols, logos, marks, program targets, projects, intellectual property, proprietary information, or derivative of its name.





Soror Code of Ethics

8. Sorority Commitment

To devote time, knowledge and accountability to the duties and responsibilities of serving on any board or committee and in my chapter to render effective and credible service by:

- a. Working with my fellow board, chapter, and committee members in a spirit of harmony and cooperation regardless of differences of opinion that arise during debate of various points of views;
- b. Basing my decision on all available facts in each situation; to vote my honest conviction in every case not influenced by bias of any kind; to abide by and support the majority decision and accept fiduciary responsibility to render decisions on what is best for the organization and not on individual needs;
- c. Disclosing all perceived, potential and actual conflict of interests related to Sorority matters;
- d. Refraining from entering into contracts to make any product bearing the Sorority marks with companies not licensed with the Sorority;
- e. Welcoming and encouraging active communication by the membership with respect to the established policy and proposed future developments; and
- f. Resisting every temptation and outside pressure to use my position of leadership or membership in the Sorority to benefit myself or a third party apart from the total interest of the organization; nor will I use my current position as a platform to campaign for a future office.





Soror Code of Ethics

Finally, I shall remain cognizant that others will judge the values and principles of Alpha Kappa Alpha Sorority by my personal deportment and conduct. Furthermore, should I attain a leadership position in Alpha Kappa Alpha Sorority, Incorporated® that requires me to be an official spokesperson or public representative, I understand that my conduct must rise to the highest standard. Should my behavior compromise Alpha Kappa Alpha's image or reputation, I shall relinquish any elected or appointed position that I may hold either of my own volition, or when requested to do so by my Chapter, or when directed to do so by the Regional Director, Supreme Basileus or the Directorate.

In promising to obey these rules of conduct, I acknowledge that the perpetuation of Alpha Kappa Alpha Sorority, Incorporated® as an organization of women of high moral and ethical standards depends on my compliance.

Revised 11/5/21



How well do you know the officers' duties?



***Soror Robin Miller, Former Basileus
(2016-2019)***

**PINK
CARD
Revoked**

Directions:

1. For each question or statement, select the best answer.
2. One slide states the question or statement. The next slide gives the answer in green.
3. The soror with the most correct answers is the winner.

**PINK
CARD
Revoked**

Hodegos

- A. Serves as chairman of Courtesy Committee.**
- B. Guards the doors**
- C. Takes roll at each chapter event.**



**PINK
CARD**
Revoked



Hodegos

A. Serves as chairman of Courtesy Committee.

B. Guards the doors

C. Takes roll at each chapter event.

**PINK
CARD
Revoked**



Basileus serves as ex-officio member of all committees, except the

A. Finance Committee

B. Program Committee

C. Nominating Committee

**PINK
CARD
Revoked**



Basileus serves as ex-officio member of all committees, except the

A. Finance Committee

B. Program Committee

C. Nominating Committee

**PINK
CARD
Revoked**

Grammateus

A. Binds finance committee minutes annually.

B. Binds chapter meeting reports and minutes annually.

C. Binds the chapter bylaws annually.



**PINK
CARD
Revoked**

Grammateus

A. Binds finance committee minutes annually.

B. Binds chapter meeting reports and minutes annually.

C. Binds the chapter bylaws annually.



PINK CARD Revoked



Members-at-Large

A. Serve as a liaison between the officers and the members.

B. Purchase the basileus a gift for her birthday on behalf of the chapter.

C. Be confrontational

**PINK
CARD
Revoked**



Members-at-Large

A. Serve as a liaison between the officers and the members.

B. Purchase the basileus a gift for her birthday on behalf of the chapter.

C. Be confrontational

**PINK
CARD
Revoked**



The Anti-Pecunious Grammateus

A. is a member of the Fundraising Committee.

B. is selected by the Pecunious Grammateus.

C. is not required to attend any conferences prior to her election.

**PINK
CARD
Revoked**



The Anti-Pecunious Grammateus

**A. is a member of the Fundraising
Committee.**

**B. is selected by the Pecunious
Grammateus.**

**C. is not required to attend any conferences
prior to her election.**

**PINK
CARD
Revoked**



The Ivy Leaf Reporter

A. loves to take selfies/pictures.

B. must work for the local newspaper.

**C. serves as chairman of the Publicity
Committee.**

**PINK
CARD
Revoked**



The Ivy Leaf Reporter

A. loves to take selfies/pictures.

B. must work for the local newspaper.

C. serves as chairman of the Publicity
Committee.

**PINK
CARD
Revoked**



The Pecunious Grammateus

A.keeps a record of all expenditures of the chapter.

B.receivees and records all chapter monies.

C.examines the bank records for accuracy.

**PINK
CARD
Revoked**



The Pecunious Grammateus

A. keeps a record of all expenditures of the chapter.

B. receives and records all chapter monies.

C. examines the bank records for accuracy.

**PINK
CARD
Revoked**



Epistoleus

A.pays the chapter bills.

B.maintains a correspondence file.

C.attends all invited events for the chapter.

**PINK
CARD
Revoked**



Epistoleus

A.pays the chapter bills.

B.maintains a correspondence file.

C.attends all invited events for the chapter.

**PINK
CARD
Revoked**

Philacter

A.assists in maintaining order during meetings at the request of the Basileus.

B.audits the financial records.

C.sends letters of welcome to visiting sorors.



**PINK
CARD
Revoked**

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B.audits the financial records.

C.sends letters of welcome to visiting sorors.



**PINK
CARD
Revoked**

Anti-Basileus must serve as a member of what committee?

A. Nominating Committee

B. Finance Committee

C. Bylaws Committee



**PINK
CARD
Revoked**

**Anti-Basileus must serve as a member of
what committee?**

A. Nominating Committee

B. Finance Committee

C. Bylaws Committee



**PINK
CARD
Revoked**



Anti-Grammateus

A.assists the Tamiouchos in the performance of her duties.

B.assists the Basileus with the preparation of the minutes.

C.functions in the absence of the Grammateus.

**PINK
CARD
Revoked**



Anti-Grammateus

A.assists the Tamiouchos in the performance of her duties.

B.assists the Basileus with the preparation of the minutes.

C.functions in the absence of the Grammateus.

**PINK
CARD
Revoked**



The Tamiouchos

**A. is the chairman of the Fundraiser
Committee.**

**B. is the chairman of the Finance
Committee.**

C. is appointed by the Basileus.

**PINK
CARD
Revoked**



The Tamiouchos

**A. is the chairman of the Fundraiser
Committee.**

**B. is the chairman of the Finance
Committee.**

C. is appointed by the Basileus.

**PINK
CARD
Revoked**

Parliamentarian:

**A. She is the chairman of the chapter
Bylaws Committee.**

B. She holds an elected position.

**C. She does not need the vote of the
chapter to update the chapter Bylaws.**



**PINK
CARD
Revoked**

Parliamentarian:

**A. She is the chairman of the chapter
Bylaws Committee.**

B. She holds an elected position.

**C. She does not need the vote of the
chapter to update the chapter Bylaws.**



**PINK
CARD
Revoked**



Chaplain:

A. Must be an ordained minister.

B. Leads the praise team.

C. Leads the meditation for the chapter at meetings and public events.

**PINK
CARD**
Revoked



Chaplain:

A. Must be an ordained minister.

B. Leads the praise team.

C. Leads the meditation for the chapter at meetings and public events.

**PINK
CARD
Revoked**

Historian:

- A. Must have a BA degree in anthropology.**
- B. Be proficient in scrapbooking.**
- C. Maintains the chapter historical records.**



**PINK
CARD
Revoked**

Historian:

A. Must have a BA degree in anthropology.

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**PINK
CARD
Revoked**

The Anti-Tamiouchos

A. must attend the Financial Officers' Certification Course when offered.

B. keeps a permanent record of all public chapter activities.

C. can only serve one term in office.



**PINK
CARD
Revoked**

The Anti-Tamiouchos

A. must attend the Financial Officers' Certification Course when offered.

B. keeps a permanent record of all public chapter activities.

C. can only serve one term in office.



**PINK
CARD
Revoked**



The Epistoleus is responsible for

A. assisting the Grammateus.

B. checking the credentials of visiting sorors.

C. generating chapter correspondence as directed by the Basileus.

**PINK
CARD
Revoked**



The Epistoleus is responsible for

A. assisting the Grammateus.

B. checking the credentials of visiting sorors.

C. generating chapter correspondence as directed by the Basileus.

**PINK
CARD
Revoked**



The Basileus

A. does not sign legal contracts and negotiates on behalf of the chapter.

B. does not submit financial report by February 1.

C. prepares the chapter meeting agenda.

**PINK
CARD
Revoked**



The Basileus

A. does not sign legal contracts and negotiates on behalf of the chapter.

B. does not submit financial report by February 1.

C. prepares the chapter meeting agenda.

**PINK
CARD
Revoked**



The Ivy Leaf Reporter

A. follows the Rituals Guide.

B. complies and submits news releases to all news media and *Ivy Leaf* magazine.

C. is the record keeper for all the chapter business.

**PINK
CARD
Revoked**



The Ivy Leaf Reporter

A. follows the Rituals Guide.

B. complies and submits news releases to all news media and *Ivy Leaf* magazine.

C. is the record keeper for all the chapter business.

**PINK
CARD
Revoked**



Member-at-Large

A.attends Executive Committee meetings.

B.does not have to pay local dues during her term in office.

C.be able to stroll to “Set it Off”

**PINK
CARD
Revoked**



Member-at-Large

A.attends Executive Committee meetings.

B.does not have to pay local dues during her term in office.

C.be able to stroll to “Set it Off”

**PINK
CARD
Revoked**



Hodegos

A. must attend a Ritual and Protocol Workshop prior to election.

B. shall take care of all courtesies in accordance with the Chapter's Courtesy Policies and the official Guide to Alpha Kappa Alpha Protocol.

C. serves the unexpired term of the Historian.

**PINK
CARD
Revoked**



Hodegos

A. must attend a Ritual and Protocol Workshop prior to election.

B. shall take care of all courtesies in accordance with the Chapter's Courtesy Policies and the *Official Guide to Alpha Kappa Alpha Protocol*.

C. serves the unexpired term of the Historian.

**PINK
CARD
Revoked**



The Anti-Pecunious Grammateus

A.serves on the internal audit committee.

B.signs all vouchers.

C.must be bonded.

**PINK
CARD
Revoked**



The Anti-Pecunious Grammateus

A.serves on the internal audit committee.

B.signs all vouchers.

C.must be bonded.

**PINK
CARD
Revoked**



The Philacter

A. distributes financial cards as sorors enter the meeting.

B. keeps an accurate meeting attendance record of all financial chapter sorors.

C. adheres to the *Records and Retention Guide*.

**PINK
CARD
Revoked**



The Philacter

A. distributes financial cards as sorors enter the meeting.

B. keeps an accurate meeting attendance record of all financial chapter sorors.

C. adheres to the *Records and Retention Guide*.

**PINK
CARD
Revoked**



The Tamiouchos

A. must have experience as an accountant.

B. conducts an internal audit of the chapter books.

C. must be bonded.

**PINK
CARD
Revoked**



The Tamiouchos

A. must have experience as an accountant.

B. conducts an internal audit of the chapter books.

C. must be bonded.

**PINK
CARD
Revoked**



The Anti-Grammateus

A. maintains accurate records of proceedings of the Executive Committee meeting.

B. records motions in Finance and Bylaws Committee meetings.

C. communicates regularly with Members-at-Large in the performance of her duties.

**PINK
CARD
Revoked**



The Anti-Grammateus

A. maintains accurate records of proceedings of the Executive Committee meeting.

B. records motions in Finance and Bylaws Committee meetings.

C. communicates regularly with Members-at-Large in the performance of her duties.

**PINK
CARD
Revoked**



Grammateus:

A. Official signatory on chapter documents.

B. In the absence of the Basileus and Anti-Basileus, appoints the Anti-Grammateus to call the meeting to order.

C. Directs the Philacter to maintain accurate records of all chapter proceedings.

**PINK
CARD
Revoked**

Grammateus:

A. Official signatory on chapter documents.

B. In the absence of the Basileus and Anti-Basileus, appoints the Anti-Grammateus to call the meeting to order.

C. Directs the Philacter to maintain accurate records of all chapter proceedings.



**PINK
CARD
Revoked**



Anti-Basileus:

A. Chairman of the Executive Committee.

**B. Submits Program End-of-Year reports by
December 15th.**

**C. Notifies committee chairmen of
responsibilities relating to the
International Program.**

**PINK
CARD
Revoked**



Anti-Basileus:

A. Chairman of the Executive Committee.

**B. Submits Program End-of-Year reports by
December 15th.**

**C. Notifies committee chairmen of
responsibilities relating to the
International Program.**

**PINK
CARD
Revoked**



Parliamentarian

A. does not need to be familiar with Robert's Rules of Order with her.

B. is an advisor to the Basileus in the interpretation of the Constitution and Bylaws.

C. can overrule the Basileus.

**PINK
CARD
Revoked**



Parliamentarian

A. does not need to be familiar with Robert's Rules of Order with her.

B. is an advisor to the Basileus in the interpretation of the Constitution and Bylaws.

C. can overrule the Basileus.

**PINK
CARD
Revoked**



The Anti-Tamiouchos

A. serves a term of one year.

B. automatically advances to Tamiouchos at the end of her term.

C. serves as co-chairman of the Finance Committee.

**PINK
CARD
Revoked**



The Anti-Tamiouchos

A. serves a term of one year.

B. automatically advances to Tamiouchos at the end of her term.

C. serves as co-chairman of the Finance Committee.

**PINK
CARD
Revoked**



The Chaplain

A.serves a term of one year.

B.is sanctified and holy ghost filled.

C.has been initiated in Rho Chi Omega.

**PINK
CARD
Revoked**



The Chaplain

A.serves a term of one year.

B.is sanctified and holy ghost filled.

C.has been initiated in Rho Chi Omega.

**PINK
CARD
Revoked**



The Pecunious Grammateus

A. performs duties in the absence of the Tamiouchos.

B. must attend the Financial Officers' Certification course when offered.

C. serves as the chair of the Audit Committee.

**PINK
CARD
Revoked**



The Pecunious Grammateus

A. performs duties in the absence of the Tamiouchos.

B. must attend the Financial Officers' Certification course when offered.

C. serves as the chair of the Audit Committee.

**PINK
CARD
Revoked**



The Historian

- A. should be a published author.**
- B. collects pictures and records chapter events for the archives.**
- C. be a golden soror.**

**PINK
CARD
Revoked**



The Historian

A. should be a published author.

B. collects pictures and records chapter events for the archives.

C. be a golden soror.

• Congratulations •

*You successfully
completed*

**PINK
CARD**
Revoked



Do You Have An AKA Meeting Bag?



Soror Cheryl K. Johnson, Former Basileus

(1998-2001 and 2006-2009)



Do You Have An AKA Meeting Bag?

Every officer should have the following tools in her AKA meeting bag . . .

Notepads and pens

Chapter Bylaws

Chapter Standing Rules

AKA Manual of Standard Procedure

AKA Constitution and Bylaws



Do You Have An AKA Meeting Bag?

**For your office,
what should you put in your meeting bag?**



Tamiouschos AKA Bag



Chapter
Checkbook

Approved
Chapter Budget

Bank Reconciliation
Report

Cash Disbursement
Journal

*AKA Fiscal Fitness Guide for Chapter
Financial Operations*

Finance Committee
Roster

Deposit Slips

Budget to Actual
Report

Calculator

Monthly reports of income
received (sources), expenditures
(purposes), and account balances
(date of report)

Balance Sheet

You are encouraged to attend the Financial Workshops offered locally, regionally, and internationally. You are encouraged to complete the Financial Officers Certification Training to enhance your AKA knowledge.



Do You Have An AKA Meeting Bag?

For your position,
what should you put in your meeting bag?





***Soror Thalia Love
Former Basileus
(2004-2005)***

**Shades of Pink
Q&A with the
Basilei Council**
Questions and Answers





How to scan QR code

- Open the camera app on your iPhone or Android
- Make sure the **QR code** is inside the camera's viewfinder
- A pop-up will appear
- Tap on pop-up to be redirected to survey

