



ALPHA KAPPA ALPHA SORORITY, INCORPORATED®

Omega Mu Omega Chapter

Ivy Leaf Report

Chapter Meeting Report

March 24, 2021

New- Business:

- The Public Relations Committee had a meeting on 25February2021.
- During the meeting we discussed the overall goals for the committee; Upcoming summer Ivy Leaf submission; obtaining a content calendar; and the committee event document that will be rolled out at the end of this month.
- Also started a google document/spreadsheet for all of committee events to be listed. From the spreadsheet we will then be able to pick the appropriate newsworthy events to write the articles for the Ivy Leaf submissions. It was mentioned that there are times that the articles that will be submitted may not be selected.
- The Public Relations Committee will work to draft 2 articles by the end of the month and send final articles before the April 15th deadline.
- The transition document is still pending and once completed will send to the Standards Chairmen.
- Received information from the Finance committee that the Public Relations Budget is \$225
- Soror Kimberly Hayes and Soror Evelyn Sample Oates me on 25th January to formally transition the role of Ivy Leaf reporter as Soror Kimberly Hayes will assume all responsibility for the role.
- The transition document is pending. Once the transition document is completed it will be submitted to the Standards Chairman.

Old Business:

- Soror Kimberly Hayes and Soror Evelyn Sample Oates met on 25th January to formally transition the role of Ivy Leaf reporter as Soror Kimberly Hayes will assume all responsibility for the role.

Actions/ New Business:

Action Item	Status	Due Date	Date closed
Soror Kim will contact Soror Evelyn to properly transition Ivy Leaf Reporter	Closed	January 25, 2021	January 25,2021
Transition document	Open	28-Feb-21	
Soror Kimberly Hayes to schedule a Public Relations Meeting and send out to the committee	Open	14-Feb-2021	25-Feb-21
Soror Kim to create a Public Relations email via Gmail	Closed	28-February-2021	01-March-2021
Soror Kim to send out	Open	08-March-2021	10-March-2021

Spreadsheet to committee via google docs which lists all committee events			
Committee to lists committee events on Spreadsheet as they are presented	Open	Ongoing	
Soror Kim to update draft template and send to committee for further review	Open	08-March-2021	10-March-2021
Sorors Kim Hayes; Sheronda Rae-Ball; and Alicia Agnew to further discuss content calendar and execution	Open	Ongoing	

Announcements – There were no additional announcements.

AOB:

Adjournment-