

EXECUTIVE COUNCIL MEETING MINUTES

January 20, 2022

Zoom

The Executive Council meeting held, via Zoom, on Thursday, January 20, 2022, at 7:00 pm (EST).

W. Marvin Dulaney, President of ASALH called the meeting to order at 7:05 pm and presided and Susan Simms Marsh, Secretary of ASALH, served as Secretary of the meeting.

Secretary Susan Simms Marsh reviewed the Virtual Meeting Logistics.

Secretary Susan Simms Marsh conducted the roll call:

W. Marvin Dulaney, Ida Jones, Aaisha Haykal, Susan Simms Marsh, Valerie Holt, Jeffrey Banks, Denise Rolark Barnes, Gloria Browne-Marshall, Sundiata K. Chajua, Zende Clark, Natanya Duncan, Omar Eaton-Martinez, Charles Ferrell, Jarvis R. Givens, Gladys Mack, Moses Massenburg, Lopez D. Matthews, Jr., Camesha Scruggs, Arwin D. Smallwood, Gladys Gary Vaughn, David Walton, Tara White, and Sylvia Cyrus.

The above constituting a majority and quorum of the Executive Council necessary for the transaction of business.

Excused Randal Maurice Jelks.

MINUTES

The former ASALH Secretary did not provide the December 16, 2021, Executive Council meeting minutes for review and approval by the Executive Council.

The former ASALH Secretary did not provide the December 16, Executive Council Executive Session meeting minutes for review and approval by the Executive Council.

The former ASALH Secretary did not provide the December 21, 2021, Executive Council meeting minutes for review and approval by the Executive Council.

PRESIDENT REPORT

W. Marvin Dulaney presented the President's Report. The President provided an update on committee assignments and shared the President's activities to date.

VICE PRESIDENT OF MEMBERSHIP REPORT (WRITTEN REPORT)

Ida Jones presented the Vice President of Membership's Report. The report is attached to the minutes.

Motion: It was moved by Gladys Mack and seconded to accept the report. **The motion passed.**

VICE PRESIDENT OF PROGRAMS REPORT (WRITTEN REPORT)

Aaisha Haykal presented the Vice President of Programs' Report. The report is attached to the minutes.

Motion: It was moved by Jeff Banks and seconded to accept the report. **The motion passed.**

NOMINATING COMMITTEE REPORT

Natanya Duncan presented the Nominating Committee Report. There are three vacancies on the Executive Council. Tarshel Beards elected in 2021 for the Class of 2024 ASALH Executive Council resigned. The committee will use the Election Cycle Process of Executive Council and Officers flowchart developed in 2021 for this year's nominating and election process.

Motion: It was moved by Ida Jones and seconded to accept the report. **The motion passed.**

Motion: It was moved by Gladys Gary Vaughn and seconded to fill the current vacancies on the Executive Council in accordance with the Executive Council Handbook and if the Nominating Committee is unable to fill the positions, the Nominating Committee will identify the needed skill set for the Executive Council and present a recommendation to the Executive Council of individual(s) based on the needed skill set. **The motion passed.**

GOVERNANCE COMMITTEE REPORT

Zende Clark presented the Governance Committee Report and provided the following reminders: 1) Conflict of Interest and Code of Ethics forms are due; 2) Executive Council financial obligation of \$300 for the 2022 Black History Month

Virtual Festival is due on or before February 1, 2022; and 3) Executive Council \$1000 contribution is due on or before June 1, 2022. Executive Council graduate student members are exempt from the financial obligations.

Motion: It was moved by Jeff Banks and seconded to accept the report. **The motion passed.**

FESTIVAL 2022 COMMITTEE REPORT

Gladys Gary Vaughn presented the Festival Committee 2022 Report and provided an update on the 2022 Black History Month Virtual Festival. Committee Co-Chair encouraged Executive Council members to secure corporate sponsors and sell tickets.

Motion: It was moved by Ida Jones and seconded to accept the report. **The motion passed.**

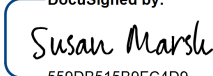
EXECUTIVE DIRECTOR'S REPORT

Sylvia Cyrus presented the Executive Director's Report. The Conflict of Interest and Code of Ethics forms are due, and the signed forms returned to the Executive Director. The Executive Director provided an update on staffing level and current vacancies. The due date for Branch reports extended to January 27, 2022.

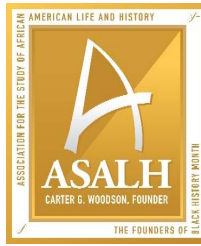
Motion: It was moved by Gladys Gary Vaughn and seconded to accept the report. **The motion passed.**

Meeting adjourned at 8:41 pm.

Prepared By

DocuSigned by:

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Susan Simms Marsh

Secretary



EXECUTIVE COUNCIL

VIRTUAL MEETING LOGISTICS

- Roll Call will be taken from Zoom participant feature.
- Unless someone objects, voting on routine business and on questions of little importance, the presiding officer may ask for general consent.
- If general consent is not used, a voice vote will be used to vote on agenda, minutes, and adjournment.
- Zoom raised hand feature will be used to vote on all other motions unless the presiding officer calls for a voice vote or receives a request for a roll call vote.
- In matters requiring Executive Council to vote by ballot, survey monkey will be used, and the Secretary will transmit to Executive Council via email.
- All reports will be in writing. Reports requiring action by the Executive Council will include recommendation(s) at the end of the report.
- The maker of a motion will state name prior to stating the motion. For example, I Susan Simms Marsh move that the agenda be approved.

Program Cluster Report

Submitted by Aisha Haykal, ASALH Vice President for Programs January 20, 2022 at 7pm EST

Program Cluster Committees

- Program Planning, Awards, Luncheon/Festival, Marketing/PR, Historic Sites, Publications, Academic Program

Historic Sites

Woodson House

- On December 30, 2021, Dr. Evelyn Brooks Higginbotham signed the General Agreement between the US Department of the Interior, National Park Service, and ASALH for the Woodson House. This is a 5 year agreement.
- House Executive Summary Update
<https://www.nps.gov/subjects/nationalhistoriclandmarks/upload/Carter-Woodson-Exec-Summary-FINAL-508.pdf>

Task Agreements

- Booker T. Washington Memorial Project
 - Consultants: Arlisha Norwood and Elvatrice Belsches

Academic Program Committee

- Portal is open: <https://convention2.allacademic.com/one/asalh/asalh22/>
- Conference dates: Thursday, September 29th to Saturday, October 1st
- Hybrid Conference, in-person with live streaming of events
- Leadership
 - Dr. Arwin Smallwood, Chair
 - Dr. Darius Young, Vice Chair
 - Maurice Hobson
- Consultant

- Julia Vasquez
- Members
 - Daphne Cooper
 - Jarvis Givens
 - LaShawn Harris
 - Dwight Watson
 - Jeff Helgeson
 - Adreonna Bennett
 - Thura Mack
 - Howard Robinson
 - Jameta Barlow
 - Zebulon Miletsky
 - Rose Whitehorn
 - Charles Johnson
 - Lopez Matthews
 - Kimberly Cheek
 - Christy Hyman

Festival/Luncheon

BHM Festival

- [Black History Month Virtual Festival – ASALH](#)
- [Black History Month Virtual Festival Schedule – ASALH](#)
- Need Executive Council members to donate and sell tickets

Program Planning

- 2022 Theme
 - 2022 Black History Theme Resources <https://tinyurl.com/2p8a6b67>
 - The committee will be adding to the guide throughout the year
- NY Life/Family History
 - Talking to a consultant around community engagement of the content
- Howard/Mellon
 - All documents have been submitted to Howard University for the first year of the grant. We are still working on the ASALH web page but that work will be an ongoing effort.
 - All invoices have been submitted to Howard and ASALH has been paid for all of the invoices except the December submission. I have been in

communication with Howard regarding this invoice and it is being processed.

- Howard delayed returning to school due to COVID until next week. Communications and responsiveness have been further complicated due to this timing. Several emails and calls have been made with positive results regarding the continuation of the grant into year two but no definitive answer has been provided regarding when the grant agreement document will be sent.

VICE PRESIDENT OF MEMBERSHIP REPORT

JANUARY 20, 2022

1. First National Branch Meeting held Thursday January 13, 2021.

2. We discussed the change of meetings from mass meetings every month to once a quarter. Other meetings will address the officers, interests and technology. In March 2022 we are planning to meet with Presidents and Vice Presidents. The next mass meeting will be in April.

3. In speaking with the newly appointed National Membership Committee members from the executive council Gloria Browne Marshall, Valerie Holt and Moses Massenburg - constitutionally there are 7 appointments the VP of membership can make and EC members were invited to consider joining the committee.

4. At the NMC meeting there is a discussion about creating an advisory group to share the form and functions of the committee. Several branch members have expressed interest.

5. The annual and financial report forms are not available on the website. They were scheduled to be available Saturday January 15. There is a resource issue at ASALH HQs which should be resolved. The deadline will be pushed back until the forms are accessible and available.

Ida Jackson