



ASSOCIATION FOR THE STUDY OF
AFRICAN AMERICAN LIFE AND HISTORY®

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**Executive Council Meeting
Thursday, 20 November 2025**

MINUTES

Call to Order
7:04pm EDT

Kaye Whitehead, President

Roll Call

David M. Walton, Secretary

Attendees: Karsonya Wise Whitehead, David Walton, Sylvia Y. Cyrus, Chadra Pittman, Sundiata K. Cha-Jua, Lopez D. Matthews, Zebulon Miletsky, Crystal Moten, Camesha Scruggs, Carlton E. Wilson, Anthony Cade, Aisha Johnson, Tomiko Meeks, Daryl Michael Scott, Gladys Gary Vaughn, Augustus C. Wood, Kenvi Phillips, Walter Lanier, James Morgan, Denise Rolarke Barnes.

Parliamentarian: Fashika Willis

Guest: Tondra Loder-Jackson

Proxies: Carlton E. Wilson has Anita Shepherd's proxy. Crystal Moten has Crystal Sanders' proxy. Daryl Michael Scott has Karen Cook Bell's proxy. David Walton has Leslie Etienne's proxy.

Approval Of Agenda

Motion 1: Moved by Tomiko Meeks to approve November 20, 2025, Executive Council Meeting Agenda as modified, seconded by Gladys Gary Vaughn. Passed

Approval of September 18 and 24, 2025 Minutes

Motion 1: Moved by James Morgan to adopt September 18, 2025, Executive Council Meeting Minutes with necessary corrections, seconded by Chadra Pittman. Passed

Motion 2: Moved by James Morgan to adopt September 24, 2025, Annual Business Meeting Minutes, seconded by Tomiko Meeks. Passed

I. President's Report - Kaye Whitehead, President

1. National Convenings
 - a. Feb 1st - Sunday
 - b. Juneteenth – June 18th Thursday
 - c. July 4 – July 2nd Thursday
 - d. Centering/Highlighting Freedom Schools
2. Luncheon Feb 28, 2026
 - a. Encourage EC to purchase 3 tix each (one for themselves and two extra)
 - b. 4 Tables -Darryl M. Scott
 - c. 5 Tables (2 or more for students) – John Ashley
 - d. 1 Table -President Whitehead
 - e. EC Meeting Feb 27, 2026, in Washington DC
3. 2027 Annual Conference has not been confirmed. President Whitehead suggests Baltimore. 2028 will be in Florida.
4. 150th Celebration of Woodson's Birthday in Dunbar High School in Washington DC

II. Committee Reports

Chadra Pittman has been appointed as a member of the Marketing and Public Relations Committee.

Colita Fairfax has been appointed as Chair of the 2026 Local Arrangements Committee. She is a member of the Hampton Roads branch. She is a professor at Norfolk State University.

Membership – Carlton E. Wilson (for Anita Shepherd, Vice President for Membership)

Discussion of branches on probation and call for actions at the December 2025 EC meeting as indicated in the Membership Committee report. These actions impact 8 branches and are:

1. Extend the probation of 6 branches noted in the report
2. Consider giving 1 branch (Louisa Branch in Virginia) that is restructuring an extension
3. Consider letting 1 branch (Bronx, NY) “phase out organically”
4. To terminate the Chicago branch

Issues raised by Regina Vaughn: “Questions and Action Steps in reference to the 2024 Membership Report” – it concerns the \$600 branch ‘donation’. Is it a requirement or recommendation? It will be examined by the Governance Committee and discussed at the December 2025 EC meeting.

Audit & Finance (A&F) – Carlton E. Wilson

Motion 1: Moved by James Morgan to receive the Audit and Finance report, seconded by Chadra Pittman. Passed

990 form submitted November 15, 2025.

Development – President Whitehead

We have a budget for the Black History Month Luncheon. The luncheon is not a money-making venture, very small profit margin. Should we revisit our approach at the June EC meeting to possibly make it a profit-generating event or have several regional events instead?

The NPHC (and other Affinity Groups) Ad-Hoc Committee will present a clear definition, role(s), and responsibilities of the committee for the December 2025 EC meeting in consultation with the Governance Committee.

Governance – Walter Lanier

Processes – The committee is developing a proper process, including a now functioning question and answering process.

Product – Orientation process for new EC members and a mid-year Governance 2.0 deeper dive into our constitution and by-laws, as well the production of a governance guide.

The new EC member orientation is scheduled for December 4, 2026, at 7 pm EDT/6 pm CDT. It will be recorded.

Marketing and Public Relations – Zebulon Miletsky

- a. Centering Dr. Carter G. Woodson in our marketing.
- b. Reaching out to churches more effectively.
- c. A press release “Save the Date” for the luncheon.
- d. Reaching out to C-Span for the luncheon.
- e. Developing a luncheon ZOOM background with a QR Code.

Gavel was temporarily passed to the Secretary – 830 pm EDT

Nominating – Daryl Scott

The new EC member orientation is scheduled for December 4, 2026, at 7 pm EDT/6 pm CDT. It will be recorded.

January 2026 Special Election to fill the one empty corporate EC seat and two empty general EC seats.

Gavel was returned to the President – 840 pm EDT

Awards – Camesha Scruggs

Awards Committee moved to notify award recipients in the award letter that Awards Banquet or Black History Month Luncheon attendance is mandatory for acceptance of the award. Passed (5 opposed).

III. Program - Aaisha Haykal, Vice-President for Programs

Black History Month Luncheon – Gladys Gary Vaughn

1. The 100th Annual Black History Month Luncheon will be held on Saturday, February 28, 2026, at JW Marriott on Pennsylvania Ave., NW, near NAAMHC. Tickets and tables will be available for sale next week. Early Bird pricing ends Dec. 15, 2025.
2. Looking for corporate and foundation support for underwriting.
3. Reminder that for EC members, the \$300 donation for the luncheon (which includes ONE ticket to the luncheon) is due by February 1, 2026. Excluding student EC members. EC members are encouraged to solicit at least two more people to purchase tickets.
4. As of right now, we have commitments for 200 tickets.
5. President Whitehead is the keynote speaker.
6. Will have a feature authors' program, limited to 20 authors.
7. Recognize 4 ASALH volunteers/Past-Presidents.
8. Will have students attend for free because of EC member and corporate donations.
9. Unveiling of an official postage stamp.
10. Inviting HBCU administrators to give remarks at the luncheon.

ASALH TV/Virtual Black History Program – Lopez Matthews

- i. Pre-recording events this year.
- ii. Three are confirmed thus far.
- iii. We have consistent viewers on our YouTube channel.
- iv. Madam President wants to livestream the convenings.
 1. The livestreaming software TBD: ZOOM or StreamYard
- v. Soliciting year-round content.

IV. Freedom School, Sundiata Cha-Jua

- a. Current Mellon Grant of \$150,000 and the new proposal (concept note) for \$285,000.
 - i. We have 9 current Freedom Schools.
 - ii. We hired Bishop Lawton as the Executive Director.

V. Executive Director's Report – Sylvia Cyrus, Executive Director

Update on open balances from EC members for the \$1300 donation/dues that are due by December 31, 2025. Recommended that it is paid by December 20, 2025. We expect you to have interrupted membership.

Conflict of Interest forms and Code of Ethics forms must be signed by all 2026 EC members by December 31, 2025. DocuSign copies will be sent out. Code of Conduct and Anti-Harassment forms.

Any committee requesting additional funds/expense submit to Carlton or Sylvia by Monday.

VI. Announcements

Support for Aaisha Haykal in her time of mourning.

Support for A.J. Cade in his time of mourning.

Support for Zebulon Miletsky on healing from a broken foot.

We received thank you notes from Oliver McNair, the conference photographer and Ty Collins, President of the Charleston Branch. They both are on the mend.

Executive Director Cyrus received the Omega Psi Phi Fraternity, Inc “Citizen of the Award”

Consider working with “Blacks in Wax program” for the Black History Month Luncheon.

Tomiko Meeks move to adjourn the meeting, seconded by Sundiata Cha-Jua. Passed.

Meeting adjourned at 923pm EDT

Approved by Executive Council on December 18, 2025

Submitted by David M. Walton Secretary