



2020-2021

MEMBERSHIP HANDBOOK

Updated: February 2021

This membership handbook is intended for the exclusive use by members of the Greater Seattle (WA) Chapter of The Links, Incorporated, and is **not** available for commercial or solicitation purposes.

Linked in Friendship, Connected in Service
Greater Seattle (WA) Chapter

2020-2021

MEMBERSHIP HANDBOOK

CONTACT INFORMATION

Web: <https://www.greaterseattlelinks.org>

'Members Only' password: gslinks

Mail: P.O. Box 22061 Seattle, WA 98122-0061

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Pledge, Song, Colors and Founders

National Pledge

I do solemnly pledge myself to all the ideals, purposes, and true meaning of the word
“Friendship” as embodied in the name “LINKS.”

I shall earnestly endeavor to uphold these standards and do my share toward serving my
community and my Chapter to the best of my ability. And this I promise.

Authored by: Sarah Strickland Scott, Co-founder and First National President

National Song

We strive to do some good each year
For those who need our aid;
It binds us close and brings us joy,
And so we feel repaid.

We're each a link in friendship's chain,
And loyal to our creed
Of doing good through work and play,
Together we'll succeed.

Lyrics by: Frances Atkinson

Music by: Marietta Hall-Cephas

Name

The Links, Incorporated (Founded – November 9, 1946)
Greater Seattle (WA) Chapter (Founded December 9, 1955)

Colors

Green (Emerald – PMS 347) and White

Founders

Margaret R. Hawkins

Sarah S. Scott

VISION

We envision The Links, Incorporated as an organization that is:

- Empowered by its rich legacy and providing superior service through its circle of friendship that is a model of excellence and innovation.
- Recognized throughout the world as a collective voice of talented and professional women committed to improving the quality of life of its global citizens.

MISSION

Friends transforming communities through service.

VALUES

The Code of Ethics is built upon a core set of values that are rooted in our organization's history and philosophy and is consistent with the evolution of our organization.

FRIENDSHIP, The Links, Incorporated is an organization of friends. Supportive, friendly relationships continue to be the ultimate core value of the organization. We interact as friends, value and nurture each other, and appreciate shared values.

SERVICE, The time, effort and resources expended by the members of The Links, Incorporated to develop and implement innovative programs designed to meet the ongoing challenges faced by the communities we serve. We are committed to the performance of service because service is the very heart of Linkdom.

LEGACY, Our rich history creates the foundation for our evolving organization. Through the celebration of history, we honor and pay respect to our Founders, the first "Links Club," the pioneers and visionaries for our Organization.

RESPECT, in recognition that each member of The Links, Incorporated brings value to our organization, we uphold the value of respect. Each member has a background and varied life experiences that are unique. We shall respect our differences and opinions to further the mission of our organization.

FAMILY RELATIONSHIPS, The Links, Incorporated not only recognizes the importance of family but encourages and supports family relationships as reflected in the involvement of Connecting Links and Heir-o-Links.

HONESTY/TRUTH, Truth lies at the heart of friendship and creates the foundation upon which trust, and accountability are built.

CONFIDENTIALITY, The intricate ties that The Links, Incorporated has within the community, as well as the nonprofit status our organization enjoys, call for us to value confidentiality and the non-disclosure of privileged and confidential information to unauthorized individuals. We shall recognize the value of confidentiality in matters that rely upon it.

VALUES (Continued)

INTEGRITY, A person with integrity is principled and honorable. We will operate with integrity as we fulfill our commitment to the community and build mutual trust and respect.

COURAGE, A courageous person embraces new ideas, creates innovative approaches to perennial and emerging problems, and participates in exploring uncharted territories. We will be courageous in our service programming.

RESPONSIBILITY AND ACCOUNTABILITY, A responsible person fulfills commitments. An accountable person accepts responsibility for decisions. In our execution of programs dealing with the public, and in the development of our friendships, we shall exercise responsible stewardship, especially when public funds are being utilized.¹

¹ The Links Organization Code of Ethics and Standards

Chapter Strategic Planning Goals

2020-2021*

- I. Deliver and Sustain Transformational Programs (Valued Service)
Goal 1: Deploy our signature Umbrella Program, “Links Building STEAM.”
Goal 2: Evaluate outcomes using the National “pre-and post” survey methodology and the Chapter’s “performance evaluation” tool for each program session. Summarize results and present to the Chapter at the end of the 2019-2020 program year.
Goal 3: Following the evaluation process, review and determine next steps.
- II. Enhanced Member Services and Engagement (Member Relationships)
Goal 1: Increase opportunities for friendship to build a foundation for service.
- III. Fund Development and Fiscal Responsibility (Leverage Partners)
Goal 1: Support alignment of Chapter, Area, and National partners.
Goal 2: Assess current Chapter Partners and determine who stays, who goes, and who is needed.
- IV. Organizational Assessment and Alignment (Organizational Effectiveness)
Goal 1: Implement our Strategic Plan in accordance with Area and National strategic goals.
Goal 2: Implement the systems and tools needed by our Membership to sustain a vibrant, effective organization which is accomplishing our mission and our short and long-term goals.
- V. Leadership Development
Goal1: Strengthen a Membership Development Plan to increase our Membership base.
Goal 2: Implement a succession plan to ensure intergenerational leadership succession by 2021.
- VI. Promote Links Brand
Goal 1: Increase brand recognition as a civic/service organization that embraces collaborative partnerships with key constituents/stakeholders to address social issues and bring about positive change in the Greater Seattle Community.
Goal 2: Promote, Protect, and Maintain use of our brand in alignment with Organizational goals.

*The Chapter reports progress toward its Strategic Goals each October and April, in accordance with National requirements.

CHAPTER PRESIDENT'S GOALS

1. Build on organizational efficiencies and execution in programming, scholarship implementation, and administration.
2. Foster friendship and relationships in the Chapter through service and community-building activities.
3. Effectively disperse donor funds through impactful programming and via scholarship awards.
4. Increase use of technology to effectively connect with our members and constituents.
5. Continue to raise Chapter visibility through the effective use of technology and social media.
6. Plan for the future by kicking off the 2021-2026 strategic planning process.

CHAPTER ALUMNAE

Frances Carr

Lucile Carter-Perry

Vivian Caver

Patricia Chatard, Ph.D.

Anita Johnson Connell, M.D.

Patricia Dunston

Robin Green

Sonja Greene Hampton, Ed.D.

Mary Turner Henry

Winona Hollins-Hauge

Gwendolyn H. Howard, J.D.

Lazelle S. Johnson

Mona Lake Jones, Ed.D.

Norma J. McKinney

Deborah Purce, J.D.

Constance Williams Rice, Ph.D.

Sandra Kirk Roston

Juana R. Royster, Ph.D.

Ernestine Rutledge-Hester

Wilhelmenia (Mena) Sims

Lisa Motin Starke

Josephine Stratman Stokes

Liz A. Reynolds Thomas, Ph.D.

25 Year + Active Members

Cherry A. McGee Banks, Ed.D.

Faye R. Chess, J.D.

Margaret Martinez

Juli E. Farris, J.D.

30 Year + Active Members

Carol Ramsay Washington

Willa Michelle Terry, M.D.

PLATINUM MEMBERS

Frances Carr

Vivian Caver

Patricia Chatard, Ph.D.

Mary Turner Henry

Lazelle S. Johnson

Mona Lake Jones, Ed.D.

Josephine Stratman Stokes

*A Platinum member is defined: 1) as an active or alumna member who has reached eighty (80) years of age or older and who has given at least thirty (30) years of service, or who has given at least (50) years of active service. Platinum status is the highest honor accorded a member on recommendation of a Chapter and approval by the Nation Executive Council. An active Platinum member shall be exempt from the minimum forty-eight (48) hour service requirement; and 2) shall not be responsible for National dues and assessments, and is exempt from Chapter dues and assessments at the discretion of her Chapter.

GREATER SEATTLE (WA) CHAPTER CHARTER MEMBERS

- Sarai Greene Haith (Organizer and President)
- Josephine Stratman Stokes (Vice President)
- Virginia Clark Gayton (Financial Secretary)
- Orié Greene (Secretary)
- Melvina Lomax Squires (Treasurer)
- Beatrice Dotson
- Guela Gayton (Humes) Johnson
- Christine Meade
- Lillian Mitchell
- Deloris Brooks Williams
- Sylvia Gayton (Greene) Wesley

IN MEMORIAM

Deloris Brooks Williams

Orié Greene

Melvina Lomax Squires

Dellie Shorter

Dorothy Cannon

Sarai Greene Haith

Christine Meade

Jean Shy Farris

Valeria Caldwell

Alice Hall

Lillian Mitchell

Lylia Walls Joyner

Virginia Clark Gayton

Joyce Kelly

Lilian Morris Gideon

Helen Young Lacy

Beatrice Dotson

Blanche Lavizzo

Margaret (Stevie) Perkins

Marion E. Schultz
Sutherland
(10th National President)

June Mack Motin

Octavia (Toby) Burton

Mildred Ollée

Guela Gayton (Humes) Johnson

Edith Peggy Johnson

CHAPTER PRESIDENTS

1995-58: Sarai Greene Haith

1991-93: Patricia Dunston

1958-60: Orié Greene

1993-95: Carol Ramsay Washington

1960-62: Christine Meade

1995-97: Ernestine Rutledge-Hester

1962-64: Josephine Stratman Stokes

1997-99: Carmen Gayton

1964-66: Vivian Caver

1999-01: Norma McKinney

1966-68: Lazelle S. Johnson

2001-03: Liz A. Reynolds Thomas

1968-70: Marion E. Schultz Sutherland

2003-05: Cherry A. McGee Banks

1970-72: Jean Shy Farris

2005-07: Juli E. Farris

1972-74: Bobbie Whitehead

2007-09: Gayle A. Johnson

1974-75: Lylia Walls Joyner

2009-11: Juana R. Royster

1975-77: Josephine Stratman Stokes

2011-13: Margaret Morris Martinez

1977-79: Bobbie Whitehead

2013-15: Deryl Brown-Archie

1979-81: Blanche Lavizzo

2015-17: Sheila Edwards Lange

1981-83: Margaret L. (Stevie) Perkins

2017-19: Mary E. Pugh

1983-85: Alice Hall

2019-21: Jeanette James

1985-87: Constance Williams Rice

1987-89: Octavia (Toby) Burton

1989-91: Frances Carr

Executive Board 2020 – 2021

Elected Officers (Executive Committee)

| | |
|--------------------------|-----------------------------|
| President | Jeanette James, Ph.D. |
| Vice President | Ninevah Lowery |
| Recording Secretary | Beth Salaguinto |
| Corresponding Secretary | Joanne Harrell |
| Financial Secretary | Carol Brown |
| Treasurer | Sheila Edwards Lange, Ph.D. |
| Immediate Past President | Mary E. Pugh |

Appointed Officers

| | |
|-------------------------------|--|
| Parliamentarian | Tanzee Miller |
| Assistant Treasurer | Maya Dillard |
| Program Coordinators | Mary Pugh, Marcella Fleming Reed & Angela Mitchell-Corbin |
| Fund Development | La Tasha Byers & Susan L. Mask, J.D |
| Courtesy/Protocol/Inspiration | J.C. Johnson |

PROGRAM FACETS COMMITTEES

| Arts | National Trends & Services (NTS) |
|-------------------------|---|
| Co-Chair: Anena Metoyer | Chair: Jovonia Taylor-Thibert |
| Co-Chair: Jan Kendle | Adrienne Allen |
| Aimee Vaughan | Chelsia Berry |
| Carol Brown | Cherry A. McGee Banks |
| Carol Ramsay Washington | Jeanette James |
| Deryl J. Brown-Archie | Margaret Martinez |
| Juli E. Farris | Mary Pugh |
| LaNesha DeBardelaben | Nzinga (Zing) Shaw |
| Ninevah Lowery | Roxanne Christian |
| Tanze Miller | |
| Wanda Herndon | |

| Health & Human Services (HHS) | Services To Youth (STY) |
|--|--------------------------------|
| Chair: Nicole Hudson | Co-Chair: Kia C. Franklin |
| Angela Mitchell Corbin | Co-Chair: Nancy Stephens |
| Janine Jones | Beth Salaguinto |
| Joanne Harrell | Bonnie J. Glenn |
| Leslie Walker-Harding | Carmen Mayo |
| Lillian Lockett Robertson | Faye R. Chess |
| Marcella Fleming Reed | Linda Thompson-Black |
| Michelle Terry | Maya Dillard |
| Susan L. Mask | Nina Jennings |
| Tracy Davis | Phyllis Turner-Brim |
| Tracy M. Hilliard | Sheila Edwards Lange |
| <i>Andrea Chatard (on-leave)</i> | |

| International Trends and Services (ITS) |
|--|
| Chair: Lynne Varner |
| Blair Washington |
| Constance L. Proctor |
| Dana Kearney |
| JC Johnson |
| Keisha Scarlett |
| Kimberly Bell |
| La Tasha Byers |
| Leslie Deane Jones |
| Samantha Ashford |

OPERATIONS / STANDING COMMITTEES

| Archives Committee | Budget & Finance |
|---------------------------|-----------------------------|
| Chair: Beth Salaguinto | Chair: Sheila Edwards Lange |
| Anena Metoyer | Angela Mitchell-Corbin |
| Connie Proctor | Blair Washington |
| Linda Thompson Black | Carmen Mayo* |
| | Carol Brown |
| | Jan Kendle* |
| | Marcella Fleming Reed |
| | Maya Dillard |
| | Samantha Ashford* |
| | Susan Mask |
| | Audit Committee (*) |

| Bylaws Committee | Communications & Public Relations Committee |
|-------------------------|--|
| Chair: Tanzee Miller | Chair: Ninevah Lowery |
| Carol Washington | LaNesha DeBardelaben |
| Chelsia Berry | Phyllis Turner-Brim |
| Faye R. Chess | Wanda Herndon |

| Courtesy & Protocol | Ethics & Standards Committee |
|--------------------------------|---|
| Chair: JC Johnson | Co-Chair: Bonnie Glenn |
| Kimberly Bell | Co-Chair: Juli Farris |
| Leslie Jones | Deryl Brown-Archie |
| Lynne Varner | Parliamentarian: Tanzee Miller |
| | Vice President: Ninevah Lowery |

| Fund Development | Membership Committee |
|---------------------------------|-----------------------------|
| Co-Chair: La Tasha Byers | Chair: Ninevah Lowery |
| Co-Chair: Susan Mask | Carol Brown |
| Samantha Ashford | Lillian Lockett Robertson |
| Tracy Hilliard | Tracy Davis |
| + EOE Chair & Scholarship Chair | |

| Nominating Committee | Scholarship Committee |
|-----------------------------|------------------------------|
| Chair: Jan Kendle | Co-Chair: Blair Washington |
| Cherry A. Banks | Co-Chair: Keisha Scarlett |
| Mary Pugh | Carmen Mayo |
| | Carol Washington |
| | Dana Kearney |
| | Michelle Terry |
| | Nancy Stephens |
| | Nzinga (Zing) Shaw |

OPERATIONS / STANDING COMMITTEES

| Social Committee | Strategic Planning Committee |
|-------------------------|-------------------------------------|
| Chair: Ninevah Lowery | Chair: Adrienne Allen |
| Aimee Vaughan | Jan Kendle |
| Tanze Miller | Jovonia Taylor-Thibert |
| | Kia Franklin |
| | Leslie Walker-Harding |
| | Margaret Martinez |

| Technology Committee | The Legacy Foundation |
|-----------------------------|---|
| Chair: Janine Jones | President: Jeanette James |
| Chelsia Berry | Vice President: Ninevah Lowery |
| Nina Jennings | Recording Secretary: Beth Salaguinto |
| | Treasurer: Sheila Edwards Lange |
| | Executive Director: Susan Mask/La Tasha Byers |
| | Member-at-Large (elected): Wanda Herndon |

| Virtual Fundraiser | Area & National Office/Chair/Liaison |
|--|--|
| Chair: Sheila Edwards Lange | Carmen Mayo: WA Financial Secretary |
| Co-Chairs: Joanne Harrell, JC Johnson, Mary Pugh | Cherry Banks: WA Voter Engagement liaison |
| Lynne Varner | Jovonia Taylor-Thibert: OE liaison |
| Maya Dillard | Juli Farris: National Ethics & Standards Committee |
| Roxanne Christian | Kia C. Franklin: WA Black Women Empowering Black Women (BWEBW) liaison |
| | Nina Jennings: WA Arts Facet Chair |
| | Tracy Davis: WA Alum/Platinum Affairs liaison |

FACET COMMITTEES

The Arts Committee – Each year, this committee shall plan and execute a program which shall be in harmony with the Links, Incorporated’s National dimension of The Arts.

Health and Human Services Committee – This committee shall promote health and education to eliminate health disparities which plague the ethnic and economically depressed communities in the United States and abroad.

International Trends and Services Committee – This committee shall study all requests from outside groups for money or services of the Links, Incorporated, internationally, bringing such requests as they feel are worthy of consideration to the Chapter for its approval and/or suggestions of ways of implementation. Each year, this committee shall plan and execute a program or project which shall be in harmony with The Links, Incorporated’s National dimension of International Trends and Services.

National Trends and Services Committee – This committee shall study all requests from outside groups for money or services of The Links, Incorporated which pertain to adults, nationally, bringing such requests as they feel are worthy of consideration to the Chapter for its approval and/or suggestions of ways of implementation. Each year, this committee shall plan and execute a program or project which shall be in harmony with The Links, Incorporated’s National dimension of National Trends and Services.

Services To Youth Committee – Each year, this committee shall plan and execute a program which shall be in harmony with the Links, Incorporated’s National dimension of Services To Youth.

OPERATIONS / STANDING COMMITTEES

Archives Committee – The Chair shall be appointed by the President; this committee shall develop and implement methods of collecting and codifying all documents, artifacts, correspondence and memorabilia of the Chapter. Charter members and/or members of long-standing shall be among the members of this committee.

Audit Committee – This committee shall be appointed by the President and shall have completed a financial audit in accordance with National guidelines.

Budget and Finance Committee – This committee shall be chaired by the Treasurer with the Financial Secretary, Immediate Past Treasurer and Immediate Past Financial Secretary as members. The Committee shall present a copy of the proposed Restricted and Unrestricted Budget to each member. The Committee shall make recommendations regarding Chapter dues and assessments; provide oversight of Chapter expenditures to assure that they are in compliance with the approved budget; make recommendations on monetary requests to the Chapter; assure that all Internal Revenue submissions are made in a timely manner and assure that the Chapter's financial records are audited by a Certified Public Account every two (2) years or when a new treasurer takes office.

Bylaws Committee – This committee of at least three (3) members shall be chaired by the Parliamentarian. This Committee shall receive and make recommendations for amendments and/or revisions to the Bylaws, shall assure that Chapter Bylaws are not in conflict with the National and Area Bylaws and shall assure that the Chapter Bylaws are submitted to the National and Area Parliamentarians annually. This committee shall recommend changes to the Bylaws and Standing Rules of the Chapter to the Executive Board before submission to the Chapter. This committee shall consider changes to the Bylaws and Standing Rules that are presented to the committee by Chapter members.

Communications and Public Relations – The Chair of this committee shall be appointed by the President. It shall consist of at least three (3) members. It shall be the responsibility of this committee to procure publicity, print radio and television, for the activities and programs of the Chapter. This committee shall prepare press releases, develop and maintain media packets and create or update a brochure pertaining to the history of the Chapter, its membership and its accomplishments and update the website at least annually. This committee shall be responsible for enhancing the Links' image at public events.

Courtesy and Protocol Committee – This committee shall be responsible for extending courtesies to Chapter members according to guidelines adopted by the Chapter. This committee shall also be responsible for extending courtesies to Chapter members and their families in recognition of special achievements and/or honors and the extension of courtesies to others, according to Chapter, Area or National Protocol upon prior approval of the Executive Committee, and approval or ratification by the Chapter. The Committee shall also be responsible for an annual review of the courtesy guidelines and shall be in charge of alumnae relations. The Protocol Officer shall serve on this committee.

Ethics and Standards Committee – The Committee shall exist as a Standing Committee on the National, Area, and Chapters levels. It shall be responsible for overseeing the process for handling ethical complaints, serve as a resource for members on ethical issues and monitor implementation of the Code of Ethics. It shall oversee and ensure due process involving alleged violations of the Code of Ethics.

Fund Development Committee – The President shall appoint the chair of the Fund Development Committee. Each year, the Committee shall coordinate the solicitation of grants and other funds from Chapter approved sources for Chapter programs and other fund development activities. The Fund Development Committee shall include the following sub-committees to complete its work:

- A. **Scholarship Committee** – The scholarship sub-committee shall establish criteria for awarding scholarships and determine how available funds will be allocated among various scholarships. The Scholarship Committee Chair shall be appointed by the President and the Committee shall include at least one representative from each program facet.
- B. **EOE (Evening of Enchantment) or other designated fund-raising sub-committee** shall be responsible for planning and implementing an annual fundraising event for the benefit of the Chapter. The chair shall be appointed by the sitting President at least twelve (12) months prior to the event being held.
- C. **Grant-Writing** – The Grant-writing sub-committee shall be responsible for identifying and soliciting grants from appropriate public and private funding sources. The Chapter president shall appoint the chairs of the Grant writing sub-committees.

Membership Committee – This committee shall consist of at least three (3) members, the Vice President as chair, the Financial Secretary and one other member appointed by the President. It shall be the duty of this committee to address all membership issues. At Chapter meetings, this committee shall report on any actions taken affecting members.

Social Committee – This committee shall be responsible for planning and implementing social activities for the Chapter and their families, visiting Links and guests.

Strategic Planning Committee – The Committee shall consist of a minimum of 2 members. It shall be responsible for ongoing research and development for the purpose of making recommendations and assisting the Chapter in carrying out its aims, defining, refining, and evaluating its goals activities, and structure; and creatively and appropriately enriching the membership and the larger community.

Technology Committee – The Committee shall work with the Executive Board to manage the chapter webpage and determine ways for the chapter to best integrate technology into its operations.

CHAPTER SPECIAL PROJECT(S)

Scholarship Program / Youth Awards – The Committee works with Facets, Scholarship Committee, Publicity and Executive Committee to plan and deliver annual event to recognize Building STEAM participants, local youth and scholarship recipients.

2020-2021 CHAPTER & EXECUTIVE BOARD MEETINGS

Chapter Meetings

Third Saturday, 10:00AM – Noon

September 19, 2020

October 17, 2020

November 21, 2020 (Friendship Meeting/Luncheon)

January 16, 2021

February 20, 2021

March 20, 2021

April 17, 2021

May 15, 2021

Chapter Meetings are not held in: June, August and December

Executive Board Meetings

Second Sunday, 1:30PM – 3:30PM

September 13, 2020

October 11, 2020

November 8, 2020

January 10, 2021

February 14, 2021

March 14, 2021

April 11, 2021

May 2021 (TBD)

FISCAL CALENDAR (MAY 1 – APRIL 30)

At-A-Glance

May

- May 1: Fiscal Year Begins
- May 1: Deadline for late dues
- May 1: Transfer request submissions begin
- Induction of new members (3rd Saturday of the month) – postponed due to pandemic
- Installation of officers (3rd Saturday of the month) – postponed due to pandemic

June

- June 1: Establish all committees for new chapter year
- June 30: New member induction deadline – delayed due to pandemic
- June 30: Chapter committee chairs should be updated via the online MMS system by Chapter Recording Secretary

July

- National Assembly or Western Area (*may also be scheduled for June*)
- Chapter planning retreat (3rd Saturday)

August

- Changes in Chapter Bylaws, Membership Rosters, handbooks etc. emailed to Area Directors
- Copies of Chapter Bylaws are sent to Area Parliamentarian

September

- Sept 15: Deadline for submission of 990 Tax form to IRS (postmarked)
- Sept 15: Deadline for submission of copy of 990 Tax Form to The Links, Incorporated
- Sept 15: Bonding insurance due
- Chapter determines whether to nominate/invite new members

October

- Chapter sends Chapter budget for to Area director with a copy to Area Treasurer
- New member Candidate(s) Profile forms are made available (online) to Chapter members

November

- National Friendship month
- Nov 9 – Founders Day
- Candidate Profile Forms presented to Chapter members

December

- December 9: Greater Seattle (WA) Chapter Charter Day
- Business License Renewal

January

- Voting on New Members
- Jan 31: 2020 – 2021 Programs dues deadline

February

- Feb 1: Deadline for submission of Program Reports
- Feb 1: Deadline for submission of Friendship Month Activities

March

- Service Hours Due
- Deadline for submission of Alumna request forms and letters
- Chapters begin processing 2021-2022 membership dues and submit payment online
- Chapters nominates officers

April

- Chapter election of officers
- Annual report of The Legacy Foundation due to WA Secretary of State
- Apr 1: Deadline for all 2021-2022 membership dues to be processed submitted and approved on-line
- Apr 1: Building assessment deadline for all 2018 inductees
- Apr 1: Strategic Plan updates due in the Tracking Tool for Status report to National Office
- Apr 30: Chapter profiles should be updated via the online MMS system by Chapter Recording Secretary
- Apr 30: End of fiscal year

1N5: Save the Dates

Western Area Conference
2021
Portland, OR

43rd National Assembly
2022
Baltimore, MD

Western Area Conference
2023 (cycle extended to 2023 due to COVID-19)
Los Angeles, CA

HEIR-O-LINKS

| | |
|-------------------------------|-------------------------------------|
| Beryl (Nina) Jennings, Ph.D.: | Sydney & Kai Jennings |
| Beth C. Long Salaguinto: | Taylor & Grayce Salaguinto |
| Faye Rosalind Chess, J.D.: | Kamilah & Akil Chess Prentice |
| Janine M. Jones, Ph.D.: | Nia Alexis Jones |
| Joanne Harrell: | Adam & Joyce Harrell, Jason Lombard |
| Lynne E. Varner: | Jackson Hollie |
| Marcella Fleming Reed: | Alexandria Fleming |
| Mary Pugh | Angela & Alex Scoggins |
| Ninevah Lowery: | Neva-Nataia & Bryant Lowery |
| Roxanne Christian: | Cameron & Naomi Dancer |
| Samantha Ashford: | Orlando & Jackson Ashford |
| Tanzee Miller: | Sloane Miller |
| Tracy Davis: | Patrick Davis |
| Willa Michelle Terry, M.D.: | Riley & Allison Burton |

NATIONAL ELECTED OFFICERS

The Links, Incorporated
The Links Foundation, Incorporated
Elected National Officers 2020-2022

Kimberly Jeffries Leonard, Ph.D.
National President

Ethel Issacs Williams, J.D.
National Vice President

Sharon Dixon Gentry
National Recording Secretary

Ethelyn S. Bowers
National Treasurer

Raynetta C. Waters
National Nominating Chair

Tyna D. Davis, Ed.D.
National Parliamentarian

Glenda Newell-Harris, M.D.
Immediate Past National President

THE LINKS, INCORPORATED
WESTERN AREA OFFICERS 2019-2021

Western Area Director

Lorna Hankins
Gulf Coast (TX)
WADirectorLornaHankins@gmail.com

Western Area Vice Director

Karen Cole
Beverly Hills West (CA)
karencolemd@msn.com

WA Secretary

Teresa Brewton-Lyons
Fort Worth (TX)

WA Treasurer

Marcia Page
Pasadena-Altadena (CA)

WA Parliamentarian

Brenda Kennedy
waparlbpkennedy@gmail.com

WA Financial Secretary

Carmen Mayo
Greater Seattle (WA)
carmenmayo@me.com

Immediate Past WA Director

Roxann Thomas Chargois
Missouri City (TX)

ATTENDANCE REQUIREMENTS

One in Five has specific periods during which 1 in 5 requirements must be met.

- **Current 5-Year Period is: 2018 – 2023* (extended to 2023 due to pandemic)**
Members inducted 2019 or earlier must complete a 1-N-5 in this timeframe
- Next 5-Year Period is: 2023-2027
- Next 5-Year Period is: 2028-2032

The initial five-year period began in 2002 for all who were members at the time. A member who is inducted with only one or two years remaining in her first five-year period will have until the end of the next five-year period to complete requirement. A member can look up her certification status on her member profile on the National website (www.linksinc.org).

NOTE: Only one Assembly or Area Conference will be credited during a period.

Minimum 48 Service Hours Requirement

Active members of The Links, Incorporated are required to accumulate a minimum of forty-eight (48) hours of service per year to the organization through service sanctioned by and a part of her Chapter's programmatic thrust. Service hours may also be earned by attending Chapter meetings, participation in Chapter activities, participation in certain Area meetings as may be designated by the Area Director, and participation in certain National meetings as may be designated by the National President.

The one-year time period mirrors the fiscal year of The Links, Incorporated (i.e. May 1 through April 30). Members may project as estimate of service hours that will be accumulated after the Chapter's submission of its Master Data Form and by April 30, if necessary. Chapter leadership is responsible for ensuring the integrity of the service hours reported.

2020-2021 NOTE: Please enter service hours via Track-it-Forward:

<https://www.trackitforward.com/site/greater-seattle-wa-chapter-links-incorporated>

Hours must be turned no later than the March Chapter Meeting.

**THE LINKS, INCORPORATED &
THE LINKS FOUNDATION, INCORPORATED**

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