



# Z-Lessons

Monthly Embellishment & Training  
for the Sorors of New Jersey

March 2011  
Volume 1 Issue 6

Zeta Phi Beta Sorority, Inc. State of New Jersey  
Soror Gina Merritt-Epps, Esq., New Jersey State Director

## Zeta “Do’s” and “Don’ts”

### ***Important Reminder***

The deadline for the  
State Essay Contest for  
the Youth Auxiliaries is  
Tuesday, March 15.  
Please contact the  
State Youth  
Coordinators (Soror  
Robyn White and Soror  
Constance Johnson)  
with any questions.

***Congratulations to  
Epsilon Xi Zeta  
Chapter’s newest  
members!***

***Soror Tina N. Brannon  
Soror Kamea F. Curry***

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Incorporated  
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I've enjoyed fellowshipping with and learning from each of you over the past six months! Listed below are some tips and recommendations based on my observations at your events and meetings, and our attendance at the Regional Meeting:

#### **Do:**

- bring the appropriate governing documents to conferences and your meetings (i.e., Local, State, Regional or National Constitution and By Laws)
- provide a written report on your activities at each chapter meeting if you are an elected and appointed officer
- demonstrate Finer Womanhood at ALL times (including entries and photos on Facebook and other social media)
- require the distribution of typed minutes in advance of chapter meetings
- use Parliamentary Procedure to make meetings more efficient
- have a plan to recruit new sorors and reclaim inactive sorors
- establish a plan to start youth and Amicae auxiliaries
- sing the second stanza of the hymn at chapter meetings
- follow up with sorors who were unable to attend regarding key decisions at chapter meetings
- begin your meetings on time
- send a written report if you cannot attend a meeting

#### **Do not:**

- use Greek terms for Zeta offices in public or in printed materials for public dissemination
- use the term “Zeta Phi Beta Sigma”
- have committee meetings during the chapter meeting – the committees should meet between chapter meetings and present recommendations to the body
- present verbal reports
- have unstructured meetings — chapter meetings should be no longer than two hours
- struggle with chapter operations. Attend “Chapter Management” training to enhance your operations
- forget to call or email the State Director to let her know that your intake packets are in route
- forget to send the Regional Tamias Grammateus four (4) copies of the financial report forms, including the forms for new members.

## Details Regarding the State Executive Board Meeting

The New Jersey State Executive Board Meeting will take place on Friday, April 29 and Saturday, April 30 at the Wyndham Philadelphia-Mount Laurel, located at 1111 Route 73 North, Mount Laurel, NJ. The meeting will begin on Friday, April 29 with registration at 7 p.m. A reception in honor of Past State Directors (Sorors Dr. Kathryn T. Malvern, Geraldine Johnson, Vesta Godwin Clark, Carrie Knotts-Jackson, Pauline E. Gibson and Paquita W. Henderson) will begin at 8 p.m. *(An agenda of the meeting follows on page 3.)*

Registration fee is \$95 for Graduate Sorors and \$75 for Undergraduate Sorors. Business attire is required for business sessions. **All registrations must be received by Soror Janice Evans no later than April 3, 2011. Please see registration form for details.**

A block of rooms has been reserved at our special rate of \$89 plus tax. In order to take advantage of the rate, please reserve your hotel rooms ASAP online or via telephone as follows:

- *Direct link:* [http://www.wyndham.com/groupevents2010/phlmt\\_zetaphibeta/main.wnt](http://www.wyndham.com/groupevents2010/phlmt_zetaphibeta/main.wnt)
- *Hotel website:* [www.wyndhammtlaurel.com](http://www.wyndhammtlaurel.com) and search the block code "0429FMLZE"
- *Phone:* 866-615-4234

*All room reservations must be accompanied by a non-refundable deposit equivalent to one night's room and tax. No individual may reserve more than three rooms. The room block will close on April 8.*

Each chapter must register a delegate for the meeting. All sorors should attend! There will be workshops and information valuable to all sorors.

## New Jersey State Z-HOPE Initiative: Jersey Cares (I Am Hoping for Participation by ALL Chapters and Auxiliaries!)

The State of New Jersey is pleased to announce its statewide initiative, The Jersey Cares' First Night Kit Program. Jersey Cares' (<http://www.jerseycares.org>) mission is to meet compelling community needs by encouraging civic engagement. With local service agencies, corporations and civic-minded individuals as their partners, they link volunteers with meaningful service projects to improve and enhance our communities.

The *Jersey Cares First Night Kit Program* provides hygiene item kits for domestic violence shelters, transitional housing facilities, runaway safe havens, foster homes and other agencies with transitional populations in need of hygiene items on the "first night" of their stay.

First Night Kits items: shampoo/conditioner, lotion, body soap, toothpaste/brush, deodorant, comb and body puff packed in a one-gallon Ziploc® bag. *(Extra items (note pad/pen, book, crayons, pencils, envelops & stamps) can be added.)*

### Contribution Levels for Chapters and Auxiliaries (Individual Donations are welcomed!)

- Contribution of 20 kits OR \$50 = 50 bonus points
- Contribution of 40 kits OR \$75 = 75 bonus points
- Contribution of 80 kits OR \$100 = 100 bonus points

Chapters/Auxiliaries can also do a combination of Kits and funds for points as well.

### Earn Z-HOPE Points for participating!

1. Z-HOPE Chapter Summary Reporting form must be turned in to NJ State Z-HOPE Coordinator.
2. Make all checks/money orders payable to **Zeta Phi Beta Sorority, Incorporated-State of New Jersey**. The state will present one check to the organization. In the memo section of your check, write **NJ Z-HOPE Initiative: First Night Kit**.
3. Kits/funds will be collected on Friday 7-8 p.m. and Saturday 7-8 a.m. ONLY
4. Chapter credit will be given for the 2010-2011 membership year.

## Friday, April 29 and Saturday, April 30, 2011:

### New Jersey State Executive Board Meeting

#### Friday, April 29:

- Check-In /Z-HOPE Collection: 7:00 p.m. – 8:00 p.m.
- Reception (Attire: Simple Chic – After 5; Zeta Colors or Neutral) 8:00 p.m. – 9:30 p.m.

#### Saturday, April 30:

- Check-In /Z-HOPE Collection 7:00 a.m.– 8:00 a.m.
- Continental Breakfast 7:00 a.m. – 8:15 a.m.

#### Executive Board Meeting

Agenda At a Glance — 8:30 a.m. – 4:30 p.m.

*(Business attire is required for the business sessions.)*

Items from prior State Meetings will be available for purchase on Friday and Saturday

Vendors with Greek Paraphernalia will be present on Friday starting at 7:00 p.m.

#### Session #1

8:30 a.m. – 12:00 p.m.

- Greetings from the Regional Director
- State Director's Report
- American Cancer Society Presentation
- Officer Reports
- Financial Reports/Approval of Budget (2011 – 2012)
- Parliamentary Procedure Workshop

#### Lunch — “Chat & Chew”

12:00 p.m. – 1:00 p.m.

#### Session #2

1:00 p.m. – 4:30 p.m.

- Officer Reports
- Financial Workshop – 990 Forms
- Protocol Workshop
- ZHOPE Awards
- Scholarship Awards

We hope you've enjoyed this month's edition!  
Please submit your news and photos for the next *Zeta Call* (including a brand new “Z-Lesson”)!  
Deadline is Friday, April 1, 2011!  
Your feedback and suggestions  
for future topics are welcomed!  
[NJStateDir@aol.com](mailto:NJStateDir@aol.com)

#### SAVE THESE DATES!

April 29 and 30, 2011 — New Jersey State  
Executive Board Meeting  
May 13, 2011—Zeta Day at the United Nations  
July 7–10, 2011—Zeta Organizational  
Leadership Conference  
Aug. 28, 2011—MLK Memorial  
Sept. 21, 2011—Zeta Day on the Hill  
Oct. 13–16, 2011—54th Atlantic Regional Conference  
July 6–12, 2012—Boule'

## Highlights from the Atlantic Regional Executive Board Meeting: Feb. 18-19, Newark, Delaware

It was my pleasure to represent the State of New Jersey at the Regional Executive Board meeting! Some highlights from the meeting are below.



- 197 total registrants, including 174 Zetas, and Past Regional Directors Kimberly Smith–Tann (currently the National Conference Planner), Jacqueline Lemon–Denton (currently the National Graduate Member at Large), Barbara Henderson (former chair of the National Trustee Board) and Valerie Hollingsworth (former Chairman of the Board).
- New Jersey tied with New York and Tri–State for the highest number of new members through Jan. 31 (22 new members)
- New Jersey had the largest delegation present at the meeting, with 16 chapters seated for voting and 19 chapters represented
- 3 new undergraduate chapters were chartered (one from New York and two from Pennsylvania)
- As of Jan. 31, the chapters of the Atlantic Region completed 267 Z–HOPE Programs
- Regional goals include the recruitment of Amicae, with a focus on recruitment at community colleges
- The Atlantic Region donated \$23,505 to the National Educational Foundation.
- The Atlantic Region donated \$2,300 to the MLK National Memorial Fund. The memorial will be dedicated on August 28, 2011.
- The Atlantic Region donated \$2,500 toward the Regional Z–HOPE initiative, Food Bank of Delaware's Backpack Program
- New Jersey and three other states in the Region provided gift cards for Stevie Wonder's House Full of Toys
- Training sessions addressed MIP, Chapter Management and Parliamentary Procedure
- Each chapter and auxiliary was encouraged to implement a campaign to "Get Out the Vote."