Alpha Kappa Alpha Sorority, Incorporated®

GAMMA DELTA OMEGA Chapter

Correspondence Log

March 2017

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date Received** | **Organization** | **Subject** | **Action Required** | **What Action** |
|  |  |  |  |  |
| 3/2/17 |  | Three GDO Scholarship Packets | Yes | Scholarship Committee |
| 3/3/17 | Community Outreach Coalition | Ad Request for the Impacting Lives Benefit Breakfast | Yes | Share with Chapter |
| 3/3/17 |  | Correspondence Related to Merit Scholarships | Yes | Scholarship Committee |
| 3/5/17 | Alzheimer’s Association | Solicitation | No |  |
| 3/5/17 | Grassfield High School | Recommendation Letters for GDO scholarship | Yes | Scholarship Committee |
| 3/6/17 | Logan White | Merit Scholarship Application | Yes | Scholarship Committee |
| 3/6/17 | Carmen Booker | Transcript | Yes | Scholarship Committee |
| 3/6/17 | Cashara Quinn | Merit Scholarship Forms | Yes | Scholarship Committee |
| 3/14/17 | Seton Youth Shelter | Invitation to Kentucky Derby Celebration | Yes | Share with Committee |
| 3/14/17 | Monica Bond | Payment | Yes | Forward to Finance |
| 3/14/17 | Khadijah Alexander | Payment | Yes | Forward to Finance |
| 3/14/17 | Mae Breckenridge-Haywood | Payment | Yes | Forward to Finance |
| 3/14/17 | American Cancer Society | Solicitation | No |  |
| 3/14/17 | Alzheimer’s Association (3) | Solicitation | No |  |
| 3/14/17 | Rhode Island Novelty | Catalogue | No |  |
| 3/14/17 | Paradise Pizzeria | Menu | No |  |
| 3/20/17 | Zeta Phi Beta Sorority, Inc.Beta Alpha Omicron Zeta Chapter | Invitation to Bowl & Stroll | Yes | Share with Chapter |
| **Date Received** | **Organization** | **Subject** | **Action Required** | **What Action** |
| 3/25/17 | Omega Psi PhiFraternity, Xi Mu Mu Chapter | Pink In The City 2 Welcome Party, April 28, 2017 - MARC | Yes | Share with Chapter |
| 3/25/17 | Church and Community in Action | Thank You to GDO for Supporting the MLK “I Have a Dream” Annual Breakfast | Yes | Share with Chapter |
| 3/25/17 | Library of Congress US Copyright Office | Certificate of Registration for GDO , 75 Years of Timeless Service book | Yes | Forward to Fannie Bullock |
| 3/25/17 | Annette Brown-Boyce | Letter regarding her retirement | Yes | Share with Chapter |
| 3/27/17 | Newport News Alumnae ChapterDelta Sigma Theta Sorority, Inc. | Invitation to Participate in a Stroll Off Competition | Yes | Share with Chapter |
| 3/28/17 | Hampton University Museum | Invitation to “A Day of Celebration, Reflections and Art” | Yes | Share with Chapter |
| 3/28/17 | Hound Dog Bus Service | MARC Bus – Paid in Full Receipt | Yes | Forward to Finance |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |