

President's Report

April 3, 2023

The ASALH Executive Council Will Not Meet in May! **We will meet three Thursday's in June Virtually rather than holding a two-day in-person meeting in DC.** Below are the Committee Charges, Strategies and tasks to be completed by our June meetings. All action items must be presented as our process requires by no later than May 25 to the Secretary and the Chair of the Audit and Finance Committee. Approved plans must be presented during the June 5 Planning Committee meeting.

Membership

- Promote National Membership Campaign
- Present the overall status of the branches and membership as directed by the Constitution and bylaws.
- Develop strategies with the branches to recruit new members.
- Follow-up with branches on recruiting their two gratis student members.
- The NMC should communicate directly with each branch and charge them with recruiting 6 new members by September 2023.
- The EC members are charged with recruiting 10 new members by September 2023.
- Encourage the branches to use the media toolkit to support the recruitment of new members.
- In accordance with the standing rule that was adopted by the EC in December of 2022, present the status of any branch that has not submitted their annual report and outline the next steps and the timeline.
- Provide any input and feedback from the membership regarding issues they communicate as important.

Present during the June 22 Executive Council meeting.

The Black History Month Festival

- We will maintain the brand of the Festival for the entire month of February.
- The Vice President for Programs and I will manage the overall programming for the Festival which will include but is not limited to, the Development Committee, the Festival Luncheon Committee, the ASALH TV Committee for digital programs, the ASALH Book Prize Committee, The Marketing and PR Committee, and the ASALH Membership Committee.

Black History Month Festival Luncheon Committee

- Plan Luncheon for 2024 with budget and present to the VP for Programs by May 25.
- All EC members with ideas for programming during the luncheon should submit them by May 25.
- Share the needs of the committee to support the expansion of the number of leadership committee members to include non-EC members.

Present during the June 29 Executive Council Meeting.

ASALH TV

- Develop 1-2 minute promotional public service announcement for the National Membership Campaign.
- Report the programs that are being proposed for the 2024 Black History Festival by no later than May 25 to the Vice President of Programs.
- Work with the National Membership Committee to solicit programming from Branches to support the Black History Month Festival. (Guidelines were developed in 2021/2) Proposed programs should be presented by August 25.

Present during the June 29 Executive Council Meeting.

Strategic Planning

- Present the overview and results of the Strategic Planning Workshop from February.
- Identify and execute recommendations and follow-up, as recommended.
- Plan the Community Outreach Meeting in Jacksonville on Tuesday, September 19.

Present findings and recommendations during the June 15 Executive Council meeting.

Governance

- Work with Strategic Planning to define responsibilities of each committee that is not listed in the ASALH Executive Council Handbook.
- Develop pricing/benefits for students and teachers so that it can be reviewed in advance.
- Present any proposed changes to the C&BL or Standing Rules for the EC by the June 5 Planning Committee Meeting.
- Consider the need for a proposed Standing Rule for deadlines by which EC members must agree in writing to the following. Conflict of Interest, Code of Ethics, Code of Conduct, and Anti-Harassment Policy. Include that this information should appear on the EC Private Page and should be distributed by October 31 each year. Consider presenting these documents to nominees for the EC prior to their names appearing on the slate.

Present during the June 22, 2023 Executive Council Meeting.

Development

- Develop strategy to fund the Academic Conference and to work with The Links, Inc.
- Work with the A&F Committee, the Festival Luncheon Committee, The ASALH TV Committee, and any other committee that will support the Festival. The VP for Programs must submit the plans by May 25, prior to the A&F Committee Meeting.

Present during the June 29 Executive Council meeting.

Nominating Committee

- Meet all required deadlines as outlined in our governing documents.
- Present all candidates for review during the June 22 Executive Council Meeting.
- Promote and develop strategy to recruit members for the Executive Council. Assess the Executive Council's needs and seek prospective Council members who could fill those needs.

Present during the June 22 Executive Council meeting.

Audit and Finance

- Have the Audit presented during the June 29 Executive Council Meeting.
- Request feedback from the Executive Council Cluster Leaders and members for budget considerations for the 2024 budget.

Present at the June 29 Executive Council Meeting.

Academic Program Committee

- Present the following.
 - The leadership list for all sub-committees by Thursday, April 6.
 - The number of panels and papers that have been submitted.
 - The status of acceptance of the Early Bird submissions.
 - The status of all key components of the Academic Program including specifics on the plenary sessions and key sessions.
 - Update on all sessions to support the teaching of Black History and other current issues. .
- Address all other time sensitive issues that relate to the conference.

Present to the Executive Council on June 15, 2023.

Carter G. Woodson House Committee

- Provide updates on the progress for opening the house; work with the NPS to develop strategy to staff the house after its opening.

Presentation date TBD.

Awards

- Based on the receipt of many nominations, the committee should review the nominations and proposed candidates for the EC to select. This information should be presented to the VP for Programs by no later than May 12.
- Create the program for the September 24 Awards Banquet for the Conference. Determine the emcee and other roles that comprise the program.
- Address all other tasks in the EC approved timeline.

Present the proposed nominees for the Conference for ratification by the Executive Council on June 15.

Marketing Committee

- Work with ASALH TV to develop 1-2 minute public service spot for the National Membership Campaign.
- Review and distribute Press Release to Black media and organizations (Divine Nine, academic organizations, HBCUs).
- Create the 90-day marketing plan for the conference and identify any needs to the Executive Council.

Present during the June 29 meeting.

ASALH Book Award Committee

- Share the plan to announce the Book Award in February virtually or in-person.
- Create sessions for the Author's Roundtable for the Annual Conference

Present during the June 15 Executive Council Committee.

Program Cluster

- Report on the status of the 2025 and 2026 Executive Summaries.
- Report on the status of any other programs.

Report should be ready for the June 15, in the event time allows. If not, fill in at one of the other two meetings.