

AGENDA

Grand Council Meeting

Alpha Sigma Phi Fraternity, Inc.

November 25, 1944.

- ✓ 1) Minutes of Meeting held November 27, 1943.
- ✓ 2) Report of Grand Senior President, W. H. Cramblet.
- ✓ 3) Report of Executive Secretary, Ralph F. Burns.
- ✓ 4) Financial Reports.
- ✓ 5) Report on Alumni Dues Campaign, L. S. Cochran.
- ✓ 6) Centennial Program, Hugh M. Hart.
- ✓ 7) Extension Program, George E. Worthington.
- 8) Post War Planning Discussion. — *Et. see.*
- ✓ 9) Election to Delta Beta Xi Honor.
- 10) Old Business.
- 11) New Business. *Phil Johnson*

MINUTES: GRAND COUNCIL MEETING, ALPHA SIGMA PHI FRATERNITY, INC.

PLACE OF MEETING: HOTEL COMMODORE, NEW YORK, N. Y.

DATE & TIME: SATURDAY, NOVEMBER 25 at 2:30 p.m. and SUNDAY, NOVEMBER 26,
1944 at 9:00 a.m.

MEMBERS PRESENT: Dr. Wilbur H. Cramblet, Chairman; Hugh M. Hart; George E.
Worthington, B. F. Young and Ralph F. Burns, Secretary.

192. Minutes of meeting of November 27, 1944.

The minutes of the previous meeting were reviewed and approved upon a MOTION made by Brother Worthington, duly seconded and carried.

193. Report of Executive Secretary.

The Executive Secretary read his report as it appeared in the Agenda for the meeting and following points were discussed.

1) It was noted that Brother Hart's letter to life members of Phi Pi Phi, sent out during the Summer of 1944, had brought two more life subscribers to the Tomahawk than were originally provided for in the reserve set up at the time of the merger with Phi Pi Phi. MOTION was made by Brother Young, duly seconded and carried, that the Grand Council approve the payment from the General Fund of the Fraternity to the Tomahawk Trustees for the two additional subscriptions, in the amount of \$20.

2) It was also noted that Phi Pi Phi members should be notified of their automatic membership in ΑΣΦ. MOTION was made by Brother Young, duly seconded and carried, that members of Phi Pi Phi not yet initiated into ΑΣΦ be notified of their membership and that all alumni councils of ΑΣΦ be notified of the location of Phi Pi Phi's in their area.

3) The subject of a larger initiation fee and the elimination of undergraduate dues was discussed. The Executive Secretary suggested that payment of this fee at the time of initiation would be a saving to the fraternity man and would increase the national organization's income. It was noted that over a period of ten years the gross income represented an average of \$45. per man in payments to the national organization and on this basis the Executive Secretary suggested a flat initiation fee of \$50. It was pointed out that action on the matter would have to be held over to a convention. MOTION was made by Brother Young, duly seconded and carried, that a notice of our intention be sent to the chapters.

4) The subject of a fraternity educational trust fund was discussed and it was noted that the Centennial Year would be the time to bring this to the attention of the membership. MOTION was made by Brother Young, duly seconded and carried, that the matter of such a trust fund be referred to Brothers Fussell and Hine for consideration and for the drawing up of recommendations to be presented to the Grand Council at the earliest possible time.

*Cramblet -
do we write a
letter on this?
when?*

when?

5) The condition of various chapters was discussed and the following particular facts were brought out: a) Zeta has sold its house (Ohio State) and should be solicited for payment of the remainder of its note held by the national organization; b) Minnesota, the same; c) Mass. State - the Executive Secretary was instructed to contact Brother Dresser regarding the payment of their note; d) Purdue is the only chapter still in its house and it may be forced to move due to the drop in the chapter roll. The following chapters were discussed: Carnegie, Marietta, Oklahoma, Illinois, Ohio Wesleyan, those on the West Coast, Syracuse, Iowa State, Iowa and Penn. State. It was pointed out that the situation at Yale, Ohio State and Kentucky and Marietta is critical and may present serious problems at the time of reactivation. Brother Cramblet pointed out that there is a need for more and closer cooperation and trust between the colleges and local chapters in the matter of financial supervision and that programs along this line are being instituted in various colleges now with large success. Brother Hart also asked for more cooperation and supervision from alumni in the matter of chapter finances.

194 Mergers.

R. J. B. ✓ →
Brother Worthington reported on progress to date with Delta Sigma Phi, mentioning that he had met with two of their men recently in Washington, who indicated that their officers were willing to take the name of ΔΣΦ. However, action on their part must wait until they can hold a convention which may be before the end of the war. It was suggested that Brother Burns keep in touch with them and give them at an early date a financial report and other material pertaining to the organization of ΔΣΦ.

Brother Cramblet reported on recent developments with Alpha Kappa Pi, mentioning that they have also been approached by Sigma Phi Epsilon. It was decided that the matter be held over for further consideration and that Brothers Cramblet and Burns keep in touch with their Rev. Wilson. It was also suggested that a check be made on the approval of the colleges where they are located by our chapters.

195. Alumni Dues Campaign.

Brother Cochran's report was given by Miss Jessen in his absence and it was noted that he had suggested using first class mail for the letter of request this year. It was suggested that the appeal for 1945 be based upon the national organization's work in assisting chapters in re-establishing themselves (advice and supervision, not financial assistance). MOTION was made by Brother Young, duly seconded and carried, that the Grand Council endorse Brother Cochran's work on the campaign and accept his recommendations in its organization.

196. Centennial Celebration.

Brother Hart reported upon his work to date with Delta Beta Xi men in locating workers for the Centennial program. The interest in small

towns having a few Alpha Sigs was noted to be as great as that found in larger towns. It was suggested that a radio hook-up might be arranged at the time of the national Centennial Dinner and that if this could not be carried through perhaps a telephone hook-up with recordings of speeches be used. The following items were considered as a part of the year's program.

1) Regional Dinners: this is the work Brother Hart has been doing to date.

2) Centennial Convention

3) Centennial issue of the Tomahawk, December 1945: a committee of three, Brothers Hawkins, Shotwell and Burns was appointed to study and edit the material left by Brother Musgrave for publication as a History issue of the magazine.

R.F.B. →

R.F.B. →

4) Purchase of a headstone for the grave of Brother Musgrave: MOTION was made by Brother Hart, duly seconded and carried, that Brother Shotwell be authorized to handle the details of securing a headstone for Brother Musgrave's grave and that the stone be set up at the time of the next Grand Council meeting. One hundred dollars was authorized for this item. It was suggested that in addition to Brother Musgrave's name and dates of birth and death, the name of the Fraternity be engraved on the stone.

5) An appeal for 1945 alumni dues.

6) An appeal for funds from the membership for the Educational Trust Fund.

It was also suggested that all letterheads and envelopes used by the national office during the 1945 year carry a line calling attention to the Centennial Year.

197. Philip G. Johnson.

MOTION was made by Brother Worthington, duly seconded and carried, that Brothers Cramblet and Burns draw up a resolution regarding Philip G. Johnson, Grand Councilor, whose death occurred in September 1944.

198. Tomahawk Report.

Brother Young presented a report on the condition of the Tomahawk Fund as it concerns the publication of the magazine and during his report the following questions were raised.

1) Should the Tomahawk Fund support the entire publication cost or should the national organization's General Fund defray part of the expenses, such as: administration, the cost of exchanges, the cost of copies sent to members still in school (the last actuarial figures were based upon the subscriptions beginning at age 22 which indicates that the Fund was evidently only to provide subscriptions to alumni).

I must order a supply of paper soon - shall we have Balfour print the slogan?

R.F.B. →

- 2) To what extent should the national organization depend upon the Fund.
- 3) Should the national organization's General Fund be obligated to provide magazines to the subscribers in the event that the Tomahawk Fund's reserves are used.
- 4) What type of magazine should be provided, inasmuch as it was noted that the Fraternity is obligated to publish a magazine, but no specifications were ever made as to type, number of issues per year, material used, etc.

MOTION was made by Brother Hart, duly seconded and carried, that Brother Young continue his work as a committee of one on a study of the Tomahawk Fund and make an actuarial computation for the Fund and the obligation involved between the Grand Council of the Fraternity and the life subscribers.

199. Delta Beta Xi.

The names of ten alumni (Richard Bracher, Minnesota '24; Everett H. Claiborne, Stanford '33; LeRoy L. Byerly, Carnegie '25; Lawrence S. Clark, Minnesota '20; Franklin L. Ford, Pennsylvania '16; Alfred W. Smith, Mass. State '19; Merlin E. Vought, Penn. State '21; William Brydges, Illinois '26; Rexford Newcomb, Illinois '39 and Fred L. Stiven, Illinois '21) were presented to the Grand Council for the award of Delta Beta Xi. MOTION was made by Brother Hart, duly seconded and carried, that these men be approved as recipients of the award of Delta Beta Xi, such approval being subject to the further approval of the absentee members of the Council.

What are they to be notified?

200. Budget.

A suggested budget, attached, was considered by the Grand Council and in view of the possibility of employing a full time Executive Secretary it was deemed advisable to re-study this budget some time in the early Spring.

201. Gold Star Certificates.

MOTION was made by Brother Hart, duly seconded and carried, that the Grand Council study the matter of presenting a certificate to the parents of members killed in World War II and that the Executive Secretary make inquiries as to cost, etc.

202. Approval of Expenses.

MOTION was made by Brother Hart, duly seconded and approved, that the expenses presented by the members of the Council attending the meeting be approved.

203. Adjournment.

The meeting adjourned on Sunday, November 26, 1944 at 3:30 p.m.

* * * *

This is the first official report I have made to the Grand Council since our meeting in November 1943. It will touch in a general way on matters to be discussed more in detail under certain items of the Agenda. I should, however, like to express myself in regard to a number of these matters in a report to you on the activities of the national headquarters since we last met.

At the present time there is one chapter operating in its house; namely, Purdue. There are, however, a few undergraduates active in the following chapters: Illinois Institute, Washington and Westminster. And there are a few undergraduates present, but not active, on a few of the other campuses. We have secured from our chapters detailed reports on their condition and these are available for your perusal at this meeting. .

During the year 1943-44 there were 70 men initiated up to November 1944. . This compares to 310 men initiated in the same period in 1942-43 and with a normal initiation year (1939-40) with 340. .

Financial Statements

In September we sent you a financial statement as of June 30th showing a comparison with the budget approved by the Grand Council at its meeting in Bethany, August 1943. You will recall that in our budget for the year we set up an income of \$9,900.00 and our actual income was \$11,655.61. On the expense side of our budget we set up a figure of \$9,150.00 and our actual expenses were \$8,274.95. In addition to this, the Grand Council approved a capital expenditure for addressing equipment, which amounted to \$1,268.65, bringing our gross expenses to \$9,543.60 compared to an

actual income of \$11,665.61. The result is that our financial position increased \$2,122.01. For the four month period from July through October 1944, report included in your booklet, we show income of \$2,637.95 as compared to \$1,968.12 - or an operating surplus of \$669.87.

Brother Young will no doubt report more fully on the Tomahawk Trustees and I have shown you the cash on hand as of November 24th in the General Fund, and our Endowment and Scholarship Funds.

Unless there is some drastic change in the set-up for this year, I believe the budget for the past year, with some slight adjustments, could be used for operation during 1944-45.

// later

Phi Pi Phi Initiations

You will recall that at the time of the union with Phi Pi Phi, there was a reserve set up of \$3,000. to cover life subscriptions to the Tomahawk for life members of Phi Pi Phi who joined $\Lambda\Sigma\Phi$ during a five year period ending August 31, 1944. At the end of June 1944 we still had a reserve of \$1,140.00 which covered 114 life members of Phi Pi Phi. A letter was sent to life members of Phi Pi Phi who had not taken advantage of the privilege of joining $\Lambda\Sigma\Phi$ - this went out over the signature of Grand Secretary Hugh M. Hart, former president of Phi Pi Phi. The result was that through August 31, 1944 we received requests from 116 life members and 2 non-life members of Phi Pi Phi for membership in $\Lambda\Sigma\Phi$. I think this is a remarkable result and these alumni will further support the consolidation of the two fraternities. The Grand Council must approve at this meeting the payment to the Tomahawk Trustees the two additional life subscriptions which went over the original reserve for 300 life members.

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It may be that some arrangement could be made at the celebration of our centennial to provide for the presentation of the obligation of the

ritual to these Phi Pi Phi men who might attend a centennial celebration. We should make some plans to see that this is properly taken care of.

Delta Beta Xi

Recommendations have been secured from holders of the Delta Beta Xi award for new elections to that honor. We have received seven such recommendations which are being presented to you at this time for your consideration. I believe the holders of the Delta Beta Xi award can be a strong nucleus for the centennial celebration and for postwar planning for the fraternity. //

Post War Planning

Very serious thought should be given to the postwar reorganization of our chapters at this meeting. Dr. Cramblet and I have discussed this somewhat in detail and I would like to give you several of my thoughts on it.

I believe that personal contact with individual college administrators, either by the national office or by representative alumni to whom we will give confidence and support, to ascertain what their plans are for the postwar housing of students on their campuses. This will give us some basis for our plans and for making suggestions to chapter alumni groups. I do not feel that we can set up any blue-print of operations for each chapter as each one must be carefully analysed and studied in the light of its particular problems. This will mean the necessity of the support of each member of the Grand Council who will again have to take under his wing those chapters which were assigned to him a number of years ago. In this way a closer contact can be made by the representatives of the national organization with individual chapter groups and thereby secure the whole-hearted support of the chapter alumni groups for any program we may suggest to them. In this connection, I do feel that in the very near future the Grand Council should #

decide upon the employment of a full-time secretary to direct this most important activity. This problem will increase in proportion, of course, to any additional chapters from a union with any other fraternity if such a decision is made. I have not said too much about any part which the general alumni can play in this program; however, I feel that their part is the financial support through the chapter custodians or through actual assistance in the reorganization and re-establishment of their chapters. +

Expansion

We have had before us for consideration several fraternities who have been more or less interested in union. We, I believe, are convinced that during this dormant period of undergraduate activity a union should be completed to not only strengthen our own fraternity but also the resulting fraternity from a combination of one or two. I believe our attitude has reflected an unselfish desire to strengthen a fraternity without the unscrupulous absorption of another fraternity. There is, on the part of these fraternities we have considered, a very natural reluctance to face all realities in the fraternity picture at the present time and in this post war reorganization. For this reason, I feel that we should approach one or two of these groups at the time of this conference and impress upon them the real desirability to make a forward stand for their fraternity as well as for the resulting group. +

Alumni Dues Program

Brother Cochran will present to you his suggestions and a report on the results of the 1944 dues campaign. It has been most encouraging and I believe indicates to us one important factor: if the alumni are shown something on which they can give their support, they will cooperate in a most satisfactory manner.

Active Dues Billing

There are two matters which I should like to discuss briefly with you. One ties in with chapter finances as well as the entire financial program of the national organization. At the time of the College Fraternity Secretaries meeting in Evanston this Summer, which I attended, I noted there were a number of fraternities which had established or were putting into effect after the war a program of charging one fee at the time of initiation without subsequent undergraduate dues being charged to individual members, through the chapter, during their sophomore, junior and senior years. I have made a survey of the last ten years' audit reports and have found that in many ways it would be to our advantage to study this matter carefully with the thought in mind of charging an initiation fee of from \$40. to \$50., collecting the entire amount at that time and distributing it for a life subscription, to the endowment fund and the general fund. This would eliminate any possibility of chapter accounts receivables because a man could not become a member until he paid the entire fee; it would eliminate a great deal of office detail in the way of bookkeeping, and it would have a strong selling appeal to the undergraduate in the fact that he would only have one fee to pay. You will recall also that at the 1940 convention there was some discussion about a Pledge Fee: after a survey we found that a large number of men not initiated in their freshman year were carried over into the sophomore year and the national organization lost a whole year of national dues from these men by virtue of the fact that no dues are charged to a man in his initiation year. I believe a study will show this matter also to be of great advantage in the operation of the national organization and that with the return of service men there should be no reason why a new policy could not be put into effect with little or no difficulty.

A Fraternity Trust Fund

The other matter which I feel should be given much consideration, and I have secured some material on it, is the establishment of a national trust fund to which donations or bequests could be made for educational purposes. I think such a trust fund could be set up in a manner to meet all provisions of the tax laws and that it would have a definite appeal to our alumni and would therefore give strong financial support to the national organization. This money could be used for a very constructive program for undergraduate and graduate scholarships and for fellowships to outstanding men throughout the country as well as in the assistance to undergraduate chapters where they may be located. Another advantage to the national organization would be in the fact that most of these funds provide by law for a certain portion of the income to be used for administrative overhead; in this way, a certain amount of the operational costs of the national organization could be charged against this fund. The centennial year of 1945 appears to be the ideal time to do the work on this matter. I would like to suggest that the Grand Council give this problem to Paul Fussell, Grand Treasurer of the Fraternity and an able attorney, to work out details and make suggestions for the approval of the Council. He has the advantage of having in Los Angeles Brother Wesley Hine, Grand Councilor, and the very strong alumni support from that area. I do believe that if the impetus for this could come from the West Coast alumni they would see to its success.

In conclusion I should like to state very frankly that Miss Jessen has carried practically the entire burden of the operation of the office for this year. I have given it some general supervision; however, I could not close without impressing upon you the indebtedness which we owe her for her splendid work.

I have indicated to Dr. Cramblet by letter that I should be very happy to

be considered for the position of Executive Secretary; however, I also indicated to him certain stipulations that I feel are necessary to provide for myself and my family the future which I feel is desirable. †

Respectfully submitted,

Ralph F. Burns

Ralph F. Burns.

November 25, 1944.

History - #1000

ALPHA SIGMA PHI FRATERNITY, INC.

Cash Operating Statement Compared with Budget
June 30, 1943 - June 30, 1944 (1)

Cash Operating Statement for Four Month Period
August 1, 1944 to October 31, 1944 (2)

	<u>Budget</u>	<u>Actual (1)</u>	<u>Actual (2)</u>
Cash Receipts:			
Initiation Fees @ \$15.	\$ 600.00	\$ 840.00	\$ 918.00
Undergraduate Dues @ \$7.	350.00	133.00	56.00
Alumni & Alumni Assoc. Dues.	✓ 5000.00	7500.85	56.00
Service Charge Jewelry - boxes	400.00	247.16	43.72
Tonahawk Trustees	3000.00	2891.25	1361.22
Collections, Old Balances	500.00	-	-
Other Items, Tonahawk	50.00	52.00	100.00
Miscellaneous	-	1.35	-
Bonds	-	-	2.50
Chapter Books	-	-	1.35
Refund, Withholding Tax Payment	-	-	99.20
	<u>\$ 9900.00</u>	<u>11665.61</u>	<u>2637.99</u>
Cash Disbursements:			
Salaries	✓ 2820.00	2841.61	791.50
Rent & Light	✓ 650.00	648.09	215.57
Tel. & Tel.	✓ 250.00	143.93	50.65
Supplies	160 200.00	81.38	4.20
Office Expense	75 50.00	97.63	20.21
Postage	✓ 200.00	243.78	59.07
Legal & Audit	118 110.00	117.50	118.00
Insurance & Bond	112 1120.00	149.85	-
Social Security Tax	40 30.00	28.50	12.64
Furniture	20 20.00	-	-
N. I. C. Dues	85 80.00	65.00	-
N. I. C. Publications	40 30.00	-	3.00
Federal Jewelry Tax	40.00	-	67.95
Withholding Tax	-	-	64.80
Miscellaneous	300.00	100.70	48.70
Total Administrative Expense	<u>4900.00</u>	<u>4517.97</u>	<u>1456.29</u>
Less Tonahawk Adm. Exp.	800.00	970.74	-
Net Administrative Expense	<u>4100.00</u>	<u>3547.23</u>	<u>1456.29</u>
Tonahawk	2200.00	1972.51	32.07
Ton. Adm. Exp. 200	-800.00	970.74	179.70
Visitation	350.00	52.56	145.10
Conference	500.00	743.66	2.25
Expansion	200.00	12.25	152.71
Alumni Expenses	<u>1000.00</u>	976.00	-
Total Activities	5050.00	<u>4727.72</u>	<u>511.83</u>
Total Disbursements	9150.00	8274.95	1968.12
Extra Budgetary Expense:			
Addressograph Equip.	898.79		
Rental, Graphotype	<u>369.86</u>	1268.65	
Grand Total Disbursements	<u>9150.00</u>	<u>9543.60</u>	<u>1968.12</u>
Surplus		<u>2122.01</u>	<u>669.87</u>

ALPHA SIGMA PHI FRATERNITY, INC.

Condition of Funds

Cash on Hand General Fund 11-25-44	\$9197.01
Phi Pi Phi Reserve	1160.00
Scholarship Fund	63.32
Endowment Fund	2086779
Tomahawk Principal Amount (September 30, 1944)	79488.57
Reserve for Epsilon (payments being made on note)	<u>45.00</u>
Total Cash on Hand	<u><u>\$89953.90</u></u>

Explanations:

Initiations: Washington: 10 Westminster: 6
 Illinois Inst.: 7 Purdue: 6

280
 145
 435

29
 34
 116
 87
 986
 40
 946
 68
 986
 68
 918

Refund on Withholding Tax: overpayment made in 1943, refund received after January 1944.

Tomahawk Adm. Expense of \$179.70 is the amount refunded from the General Fund to the Trustees due to their overpayment to General Fund on basis of cost figure agreed upon at Grand Council meeting.

Reserve for Epsilon (above) represents amount being held for Epsilon on payments received from Wilbur Tatum on a note; he pays about \$10. each month on this note.