

ALPHA SIGMA PHI FRATERNITY

MINUTES

GRAND COUNCIL MEETING

JANUARY 26 - 27, 1979

ATLANTA, GEORGIA

13. CALL TO ORDER:

Grand Senior President Richard A. Dexter called this meeting to order at 7:52 p.m. on Friday, January 26, 1979.

14. ROLL CALL:

Members of the Grand Council in attendance were: GSP Richard Dexter; GJP Richard R. Gibbs; GS Lou DeLuca; GT Richard S. Sanders; GM Evin C. Varner.

Others in attendance were: Kevin J. Garvey, Executive Director; Larry Philippi, Chapter Consultant; Jeffrey R. Hoffman, Expansion Consultant.

15. APPROVAL OF MINUTES OF AUGUST 16, 1978 and AUGUST 19, 1978

GRAND COUNCIL MEETING MINUTES:

Moved by Brother Gibbs, seconded by Brother Sanders and passed,

GRAND COUNCIL MTG.
January 26, 1979

accepting the minutes of the August 16, and August 19, 1978,
as distributed by mail following the respective meetings.

16. REPORT OF THE FINANCE COMMITTEE, RICHARD S. SANDERS, GT, CHAIRMAN:

- A. GT Sanders reported that the projected deficit for 1978-79 would be \$15,000. To compensate for this projected loss, the \$5,000 projected profit pay back will not occur this fiscal year. The printing of the ritual books will take place in the next fiscal year's budget. This will give us \$2,000. Eight thousand dollars will be absorbed from the borrowing of the Alabama money. An estimated \$1,000 will be received from the Memorial Fund for educational services.
- B. New, stricter control over our budgeting procedures will go into effect as soon as possible. The Program Directors will submit to the GT a proposed budget for their respective program areas for the upcoming fiscal year. Once the budget has been drawn up and approved, the Directors will be responsible for the line item with the final authority being the GT. A new operating statement has been drawn up to go along with this new budgeting procedure.
- C. GT Sanders related his plans to work in fund-raising. He is planning phone calls to potential large donors and a series of alumni luncheons. Headquarters will coordinate these plans.

- D. The Reserve Fund loan of \$975.00 was given to Gamma Rho Chapter, Lycoming College, on a three-year pay back plan.
- E. The interest and service charges were dropped on the Beta Sigma Chapter, University of Cincinnati, note with the condition that the Chapter remain current with their present pay-back plan.
- F. The interest and service charges will be dropped on the Reserve Fund loan given the Gamma Delta Chapter, Davis and Elkins College, if the Chapter will pay the principal off within 30 days of the date of this meeting.
- G. General liability insurance will be taken out starting with the 1979-1980 fiscal year to cover the Grand Council, staff, and all other volunteer directors.
- H. The merger of funds was discussed, and GJP Gibbs is to research this further; the merger is to proceed.
- I. Mileage paid by Alpha Sigma Phi Fraternity will increase as of the date of this meeting to 14¢ per mile for staff members. This is an increase of 2¢ per mile.

Moved by Brother Varner, seconded by Brother Gibbs and passed,
to accept as complete the Finance Committee Report.

17. REPORT ON ALUMNI AFFAIRS, STAN N. MILLER, DIRECTOR:

Exhibit A1 and A2 were submitted to the Grand Council by Stan Miller.

Exhibit A1 outlined the responsibilities of the Director of Alumni Affairs. Exhibit A2 outlined the responsibilities of the Director of Charitable Bequests.

It is Stan's wish to work as the Director of Charitable Bequests to raise funds from large donors for Alpha Sigma Phi Fraternity. Directive from the Grand Council: Stan Miller should take on the responsibility for raising funds from charitable bequests. Although his title will remain Director of Alumni Affairs, his main responsibility will be obtaining funds from large donors and charitable bequests. In due time, when a successor for Brother Miller in the area of alumni affairs is found, these two areas - Alumni Affairs, Charitable Bequests - will be separated.

Moved by Brother DeLuca, seconded by Brother Gibbs and passed, accepting the report of the Director of Alumni Affairs.

18. REPORT ON ALPHA SIGMA PHI MEMORIAL FUND AND RALPH F. BURNS FOUNDATION, SUBMITTED BY RALPH F. BURNS, SECRETARY TO THE MEMORIAL FUND:

The report that Brother Burns submitted is attached as Exhibit B. The report relates information received at a recent NIC Seminar on Foundations held in Atlanta, Georgia. The report was channeled to GT Sanders for work in fund-raising, GJP Gibbs for

his research on fund mergers, and Director of Alumni Affairs Stan Miller for his work in fund-raising.

Moved by Brother DeLuca, seconded by Brother Gibbs and passed,
to accept the report attached as Exhibit B.

19. REPORT FROM THE NEWSLETTER ASSOCIATION OF ALPHA SIGMA PHI,
SUBMITTED BY STUART W. ANDERSON, DIRECTOR OF THE NAASP ORGANIZATIONAL
COMMITTEE:

This report was given to and read to the Grand Council at this meeting. The Grand Council would like to express their appreciation to Stuart W. Anderson for his dedicated work in this area. The report is attached as Exhibit C.

20. REPORT ON SCHOLARSHIP PROGRAM, SUBMITTED BY OTTO SONDER, DIRECTOR
OF SCHOLARSHIP:

Moved by Brother Sanders, seconded by Brother Gibbs and passed,
to accept the report attached as Exhibit D.

21. REPORT OF CAREER DEVELOPMENT AND PLACEMENT, SUBMITTED BY
G. ALAN STERNBERGH, DIRECTOR OF CAREER DEVELOPMENT AND PLACEMENT:

Moved by Brother Varner, seconded by Brother Gibbs and passed,
to accept the report attached as Exhibit E.

22. REPORT ON THE PROVINCE PROGRAM, SUBMITTED BY JIM HAMNER, NATIONAL
PROVINCE PROGRAM COORDINATOR:

Moved by Brother DeLuca, seconded by Brother Gibbs and passed,
to accept the report attached as Exhibit F.

23. AWARDS:

Grand Council Action: The Grand Council of Alpha Sigma Phi Fraternity would like to recognize the Bay Area Alumni Council for their continued support of, and dedication to, Alpha Sigma Phi Fraternity. Be it resolved that, their alumni council be the recipient of the Outstanding Alumni Council Award.

24. APPROVAL OF 1979 NATIONAL EDUCATIONAL CONFERENCE PROGRAM:

The program for the 1979 National Educational Conference was presented by GS DeLuca in collaboration with Brother "Skip" Parks.

Moved by Brother Gibbs, seconded by Brother Sanders and passed,
to accept the program as attached in Exhibit G.

25. NATIONAL CONVENTION 1980:

The location for the 1980 National Convention was discussed. The Grand Council directed Executive Director Garvey to look into optional geographical areas and bring to the next Grand Council meeting at the Educational Conference proposals to be voted on for a decision at that time.

26. MAIL VOTE APPROVALS:

Moved by Brother DeLuca, seconded by Brother Sanders and unanimously passed, approving Mail Votes 132, 133 and 134.

27. REPORT ON THE INSURANCE PLAN FOR ALPHA SIGMA PHI FRATERNITY,
SUBMITTED AND PRESENTED BY ALLAN ZINK:

Mr. Zink is General Manager of American Insurance Administrators of Columbus, the company which administrates our insurance plan. His report is attached as Exhibit H.

Moved by Brother DeLuca, seconded by Brother Sanders and passed, authorizing American Insurance Administrators to draw up a new policy to become effective March 1, 1979. Our existing hospital money plan - Master Policy #1-A-1148 - would be put into a pooled hospital money plan. The reason for this is the lack of participants in our existing hospital money plan.

If our hospital money cannot be pooled, our Master Policy -
#1 - A - 1148 will be terminated as of March 1, 1979.

Mr. Zink also presented his desire for the Fraternity to offer additional insurance products to its members. See this section of his report attached as Exhibit H.

Moved by Brother DeLuca, seconded by Brother Sanders and passed, naming Brothers Richard Sanders and Kevin Garvey as a committee to explore Mr. Zink's recommendations on insurance products available and to report findings and recommendations to the August meeting of the Grand Council.

28. REPORT ON PUBLICATIONS, SUBMITTED BY EVIN C. VARNER, DIRECTOR OF PUBLICATIONS:

Moved by Brother Gibbs, seconded by Brother DeLuca and passed, changing the pledge ritual as submitted by Director of Publications and Grand Marshal Evin Varner. The changed pledged ritual is found with this report as Exhibit I.

Directive of the Grand Council: The new pledge ritual is to be used at the 1979 National Educational Conference. The new pledge ritual for all Chapters should be in use as of September 1, 1979.

The Headquarters staff has the right to use the changed pledge ritual from this date, January 26, 1979, on at their own discretion.

Moved by Brother Gibbs, seconded by Brother Varner and passed,
that the above directive is accepted.

Moved by Brother Gibbs, seconded by Brother Sanders and passed,
that the Report on Publications as attached in Exhibit I be
accepted.

29. REPORT ON CHAPTER SERVICES, SUBMITTED BY LARRY PHILIPPI, CHAPTER
CONSULTANT:

Grand Council Action: Beta Iota Chapter, Tufts University, has not lived up to previous performance contracts and conditions of suspension.

Moved by Brother Gibbs, seconded by Brother Varner and passed,
the charter is removed from Beta Iota Chapter, Tufts University;
Beta Iota Chapter is placed in the inactive role.

Grand Council Action: Let it be known that the Grand Council of Alpha Sigma Phi Fraternity once again goes on record as opposing all types of mental and physical hazing. It is our intention

that through pledge education and Chapter consultation that hazing will be eliminated. If hazing should continue at any Chapter of Alpha Sigma Phi Fraternity, strict action will be taken.

Moved by Brother DeLuca, seconded by Brother Gibbs and passed, that suspension be taken at Gamma Mu Chapter, Morris Harvey College, based upon recommendations of the staff in consultation with Jim Buckalew, an interested alumnus; a performance contract is to be signed by the undergraduates and the alumni mapping out goals for the Gamma Mu Chapter.

The Chapter Services Report as submitted by Larry Philippi is attached as Exhibit K.

Moved by Brother DeLuca, seconded by Brother Gibbs and passed by acclamation accepting Brother Philippi's report and also expressing appreciation for the fine work that Brother Philippi has done on behalf of the Fraternity in the field of Chapter Services.

30. REPORT ON EXPANSION, SUBMITTED BY JEFFREY HOFFMAN, EXPANSION CONSULTANT:

Moved by Brother Sanders, seconded by Brother Gibbs and passed, by acclamation accepting Brother Hoffman's report attached as Exhibit L and expressing appreciation for his dedicated work on behalf of the Fraternity.

31. RECOMMENDATIONS FOR BYLAW CHANGE:

Brother DeLuca brought to the attention of Grand Council that in the Constitution of Alpha Sigma Phi, Article V, under Grand Council Bylaws, Article XII, Committees, Page 20, under nominations the following change should be recommended to the Convention: "The Committee of Nominations shall consist of six (6) members, at least half of whom shall be undergraduate members and the remaining three (3) shall be from the current presiding members of the Grand Council."

Point of clarification - The procedure for amendment of Bylaws is found in the Constitution under Amendments, Article XIV, Bylaws and reads as follows: "Amended or repealed at a National Convention at a regular session thereof by a two-thirds vote of the members qualified to vote." (Page 33, Bylaws)

This recommended change has been recognized and will be submitted to the 1980 National Convention.

32. GOALS, OBJECTIVES, AND PROCEDURES FOR ALPHA SIGMA PHI FRATERNITY
FROM CONVENTION 1978 TO CONVENTION 1980:

These goals, objectives, and procedures have been approved by the Grand Council in the order of their importance:

- I. As a minimum, to operate without a loss in the General Fund Profit and Loss Statement, without borrowing from the Reserve Fund henceforth for a period longer than two years, but utilizing the Alabama Fund, or other windfall monies if the expectation is good for payback within five (5) years.

Objectives:

- A. To become a financially successful organization so that growth will occur more rapidly.
- B. Involve more alumni in contributing to our Loyalty solicitation.
- C. Pay back any, and all, loans that we have borrowed.
- D. Build up our assets so that our lending power is greater.
- E. Be financially stable, so that the enrollment crunch will be a lesser blow.
- F. Have alumni and undergraduates realize the financial situation of the national organization.
- G. Create a budgeting procedure which will have tighter control of the line items.

- H. Continue an aggressive expansion program.
- I. Invest our money at the highest possible investment return rate.

Procedures to obtain objectives and goals:

- A. Set up a committee headed by GJP Gibbs to do the following:
 - 1. Look into the possibility of merger funds.
 - 2. Await the IRS ruling on mortgages out of the A-S-P Corporation.

(The above to be accomplished by early Spring 1979.)

 - 3. Look into the possibility of hiring a full-time staff member to be in charge of fund-raising.
 - a. Wages for this person could be taken from the Alabama money, and as much as possible could be obtained from the Memorial Fund.
 - b. The philosophy that we would be using here is that we have to invest money to make money.
 - c. Once we have decided how much money we can obtain from different sources to compensate an added staff person and checked out the projected pledge/initiates for the following year at the end of our 1978-1979 fiscal year and obtained a projected financial picture, we will be able to decide if an added staff person is feasible.

4. Create a volunteer position in the national fraternity to administer the area of bequests. This person would contact large donors for insurance policy and will bequests. At the present time, Director of Alumni Affairs Stan Miller will take this responsibility and will assume the volunteer position as soon as someone can be named to replace him as Director of Alumni Affairs.
- B. Set up a committee of members of the Grand Council, members of the Memorial Fund, and Headquarters staff to look into the future of fund-raising and to describe educational functions of the Fraternity so that the Memorial Fund can assume financial responsibility for these functions. As soon as we receive the IRS ruling on mortgages granted through the Memorial Fund, we will set up a meeting for this committee.
- C. The Program Directors will have to submit to the Finance Committee a proposed budget for their area. These proposed budgets will be presented in report form and explained either in person or by mail at the beginning of each fiscal year. GT Sanders will be calling upon the Program Directors to submit a proposed budget to him by late April or early May. The new budgeting and accounting procedures will be in effect for the 1979-1980 fiscal year.
- D. Increase contributions given to the General Fund through the Loyalty Fund solicitations.
 1. Keep solicitations on a regular time schedule.
 2. Brother Sanders will also work with fund-raising by

telephoning alumni and scheduling alumni luncheons to raise more funds.

3. Brother Miller will be working with large donors and bequests to achieve added funds.

(These above procedures will begin as soon as possible.)

- II. Assure the undergraduates and alumni experience and recognize the value of belonging to Alpha Sigma Phi Fraternity as a national and local organization.

Objectives:

- A. We believe the undergraduates want the following as a result of their college and fraternity experience:

1. obtain a degree
2. obtain assistance in securing a position after college
3. make close friends
4. discover and develop unique capabilities
5. be recognized for their accomplishments
6. enjoy social experiences
7. accept the responsibility for group living
8. develop the ability to manage their lives and financial obligations

- B. We believe the alumni want the following:

1. know where and what Brothers of their Chapter and initiation year are doing

2. contribute in the form of time and money in an amount equal to the benefit that they have received as a member of Alpha Sigma Phi Fraternity.
3. to be recognized for work done on behalf of the Fraternity and for work in their respective professional fields
4. visit with Brothers that they have not seen in some time
5. be associated with a well-run, successful organization
6. be able to use their Brotherhood for personal gain and to give in return

Procedures to obtain these objectives and goal:

- A. Run a beneficial career development and placement program.
 1. Send out questionnaires to seniors in the Spring of each year that would seek to learn their plans for the future - graduate work planned, expansion involvement.
 2. Follow-up questionnaires to be sent the following year to learn if they have achieved their goals. This will keep them involved with Alpha Sigma Phi Fraternity. Along with this questionnaire/letter we will send the booklet, "So You're Looking for A Job?".
 3. Develop a leaflet, "The Alpha Sig Senior: The Year and How To Make the Most Of It", an outline for

what seniors should do. This would be sent out so that it would be in the senior's hands in the Fall of 1979.

4. Develop a folder that could be given to new initiates containing material and a schedule of suggested procedures that they could, or will, use during their college years.

B. Carry out an award program that will suit the needs of Alpha Sigma Phi Brothers.

1. Execute the award system that was drawn up by the 1978 National Convention. The thrust of the committee was geared to awards given for recognition for outstanding effort and achievement, thus encouraging Brothers and Chapters and alumni groups to more involvement and achievement. Grand Senior President Dexter is in the process of naming a Chairman for the Awards Committee. Once this is done the Executive Director and the Committee Chairman will get together to execute this goal.

C. Provide the Chapters services through Headquarters that will improve their operations.

1. At least one visit should be made by a staff person per year. The staff person is to stress:
 - a. leadership development
 - b. rush techniques
 - c. pledge education - review the existing program to

- make sure hazing is not involved
- d. conduct seminars for any aspect of Fraternity operation that would need to be stressed
 - e. check into the payment for men who have been pledged and initiated
 - f. evaluate the Chapters against our minimum standards
- D. Create a strong Province system so that the Brotherhood felt at our national meetings can be felt at the Province level. Jim Hamner, national province program coordinator, and Kevin Garvey, executive director, will be discussing procedures on how to achieve this goal. One conclave per Province is highly recommended for the 1978-1979 school year. In the 1979-1980 school year, one conclave will be required.
- E. Continue communications with the Chapters through mass mailings.
- F. Provide services through Headquarters to alumni.
- 1. Continue the scheduling of The Tomahawk to the alumni, and stress the importance of the establishment of alumni newsletters to the individual Chapters.
 - a. Through communications to the alumni, newsnotes will be received.
 - b. Newsnotes should be carried in these publications.

- c. Structure our national operations so that alumni Brothers can serve actively through committee work. We have to strengthen our volunteer alumni base.
 - 1) alumni luncheons - beginning in the Spring 1979
 - 2) update addresses of "lost" Brothers - so that Alpha Sigma Phi can become an integral part of the alumnus life (This is being done at present.)
- G. Establish a strong scholarship program that will benefit our Brothers.
 - 1. Develop a manual of "How To Establish Good Scholarship in a Chapter". To be included:
 - a. how to choose speakers - and get them to speak to the Brothers
 - b. establish Chapter awards for scholarships
 - 1) award dinners
 - 2) plaques
 - 3) monetary awards
 - c. establish quiet hours - minimum requirement, during exam week
 - d. section on "how to study"
 - e. establishment of test files and a good study center(This program is in the process of being developed and carried through by our Director of Scholarship Otto Sonder.)

- III. Increase total number of Chartered Chapters to fifty-five (55) and to have three (3) colonies striving towards chartering by Convention 1980.

Objectives:

- A. Increase the total number of Chapters so that revenue is created.
- B. Spread the purposes and ideals of Alpha Sigma Phi to college/university campuses.
- C. Bring existing colonies, and more, to Chapter status.
- D. Concentrate in a certain geographical area receptive to the Greek system and with continued minimum college enrollment.
- E. Get alumni involved with creation of new colonies.
- F. Get undergraduates to transfer to expansion-site colleges/universities to form new colonies.
- G. Get financial assistance for Brothers transferring for expansion purposes.

Procedures to achieve objectives and goal:

- A. Have UNC-C chartered by March 1979, Tulane and ECU chartered by Fall '79, and Radford chartered by Spring '80. (As of this date, UNC-C will be chartered March 3, 1979, and ECU will be chartered in May. Radford will, undoubtedly, be chartered in the Fall of 1979, along with the reactivation of Tulane.)

- B. Establish a list of college campuses where we have favorable contacts, and where we can concentrate on getting colonies started. (This list has been developed and we are concentrating on these colleges for colonies.)
 - C. Look into the possibility of getting alumni groups of inactive Chapters to provide funds sponsoring a staff person in that area to reactivate their Chapter and work on other sites in that area.
(We are now researching our past history to see what alumni money is being held. Once this research is completed, we will contact the alumni to discuss the possibility of sponsoring a staff person or the use of those funds for expansion work.)
 - D. Discuss with the Memorial Fund Trustees scholarship possibilities for Brothers who want to transfer to an expansion site. (This is one of the items that will be discussed at the meeting of the Memorial Fund Trustees, Grand Council members, and representative(s) from Headquarters. The meeting should take place in late Spring of 1979.)
- IV. Increase undergraduate membership in each Chapter so that the average Chapter size rises from 26 to 30 by Convention 1980.

Objectives:

- A. Create more members in our Chapters so that our financial situation will improve.
- B. Create more members at the Chapter level so that a better financial situation occurs at the Chapter level and so that more members will improve the Chapter operations.
- C. Create stronger Chapters so that Alpha Sigma Phi is perceived as a strong, well-run organization by the schools, alumni, community, and other national fraternities.
- D. Create better communication between Chapters and HQ so that pledges and initiates are reported, fees paid, and bio information is given us.
- E. Bring all our Chapters within our framework of minimum standards.
- F. Have the staff and alumni take a more active role in Chapter rush.

Procedures to achieve objectives and goal:

- A. Be in communication with Chapters that have not reported pledges/initiates and investigate "why" and if a new procedure would help.
- B. Create at our National Educational Conference and at Province Conclaves the working tools for a successful rush at the Chapters.

- C. Update our Chapter officers' manual so that information can be used at the Chapter level; update our rush manual so that it is more in tune with today's Chapters.
- D. Look into the possibility of an added staff person to work between Chapter service and expansion.
 - 1. We need a person who can spend longer than three days at a poorly operating Chapter.
 - 2. We need someone to work with interest groups or colonies to bring them to Chapter status.
 - a. Expansion consultant should establish the group.
 - b. The new consultant would work to bring them to Chapter status.
- V. Assure that all programs generated to attain the above goals are coordinated into a cohesive whole so that there is a minimum of overlap or conflict between program areas, program directors, and staff and so that all programs will interrelate to a unified end.

Objectives;

- A. Create better and more efficient programs to serve our Chapters and alumni.
- B. Create and sustain communications between directors, staff, Grand Council members and HQ.
- C. Keep the Chapters and alumni in mind when developing goals/programs - always.
- D. Develop our program areas into committee areas so that alumni Brothers are able to become a part of Alpha Sigma Phi in a small way.
- E. Develop new program areas when the needs arise.

Procedures to achieve objectives and goal:

- A. A meeting should take place between the Program Director and the Executive Director at least once a year to keep both people updated as to what is going on.
These meetings will begin in the 1979-1980 year.
- B. The national organization and the different program directors through publications should establish committees. The ideal situation would be for each committee to have one committee member for each Province. A questionnaire has been developed and will be published in The Tomahawk for alumni to fill out and send back

to Headquarters. Hopefully, we will obtain more volunteers offering to serve on committees. Also, we should be able to locate volunteers through alumni luncheons.

- C. A report from each Program Director should be submitted for each Grand Council meeting. The Directors should be on call if the Grand Council would like them to attend the meetings. (At the present time, this is in effect.)

VI. To insure the legal and physical security of our Chapters, staff, and Grand Council.

Objectives:

- A. To cover all areas of Alpha Sigma Phi with protection
- 7. To insure the event legal actions would be taken against the Chapters/Fraternity.
- B. Provide our Chapters and alumni with any group coverage that can be obtained through Alpha Sigma Phi.
- C. Have a workable Constitution and Bylaws to run our Chapters and national organization.
- D. Stress to our Chapters with homes to have proper alarm systems installed.

Procedures to achieve objectives and goal:

- A. Continue to bond our HEs, Executive Director, Comptroller, and Grand Treasurer.

- B. Continue our investigation about group fire, home, and liability insurance coverage for our Chapters. (Grand Council has approved a liability insurance policy to be taken out in 1979-1980 fiscal year. This policy will cover Grand Council members, staff, volunteer directors, and advisors for Alpha Sigma Phi Fraternity. Grand Council has also set up a committee to look into the possibility of offering more group insurance policies to our Brothers.)
- C. Through the Law committee, have a review and revision of our Constitution and Bylaws made. A legal mind should head this up to make sure that there are no legal loopholes. (Grand Senior President Dexter is in the process of putting together a law committee to accomplish this goal.)

VII. To be perceived by other fraternities and communities in which we exist as a valuable asset.

Objectives:

- A. Be a service to the community where we exist.
- B. Continue the public awareness of charitable projects that Alpha Sigma Phi engages in.
- C. Research the possibility of a national charity.
- D. Make Alpha Sigma Phi a visible force in the fraternity world.

Procedures to achieve objectives and goal:

5. A. Continue to require at least two service projects per year from the Chapters.
1. Require notification to Headquarters of these projects.
 2. Release project publicity for publication.
- B. Have the staff available to any Greek IFC, especially where we have Chapters, to help with any workshops or presentations.
- C. Have the staff of Alpha Sigma Phi continue to help the NIC with any programs that we would approve.

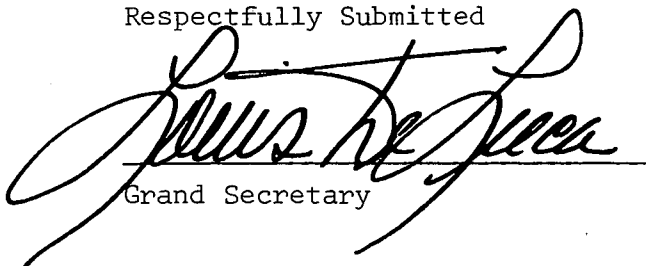
Directive of the Grand Council: It is our intention as the Grand Council of Alpha Sigma Phi Fraternity, along with the staff, to strive to achieve these goals within the next two years.

33. EXECUTIVE SESSION AND ADJOURNMENT

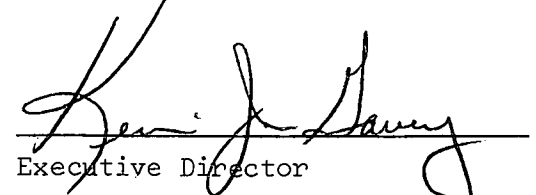
At 3:15 p.m. the Grand Council held an executive session, following which it was,

Moved by Brother Gibbs, seconded by Brother Sanders and passed,
that the meeting be adjourned.

Respectfully Submitted


Grand Secretary

Certified Correct


Executive Director

To: Grand Council
Fm: Stan Miller, Director of Alumni Affairs
Re: ACTIVITIES OF DIRECTOR OF CHARITABLE BEQUESTS
Dt: January 11, 1979

- II. Identify possible donors, if significant affluence.
- II. Develop a system to contact possible donors by:
 - A. Composing a series of letters, and
 - B. Writing a couple of pamphlets which sell the benefits of the donation to the prospective donor.
- III. Enlist a few (2 or 3) individuals from out of our alumni who have the technical expertise to advise prospective donor as to the advantages of a bequest. These people would be a committee with residences separated in a manner to cover the entire U. S.
- IV. Monitor and direct a program of personal visitation to be made by above committee (and me) wherein it was decided the potential bequest justified the cost of the visitation.

(This Memo has been sent to Tulane, ECU, and UNC-C. It will be sent to interest groups and new colonies and reactivated Chapters in the future.)

To:

Fm:

Re: Responsibility of the Director of Alumni Affairs

Dt:

First, let me personally welcome you to Alpha Sigma Phi Fraternity. We are proud to share the ideals and spirit of Brotherhood with dedicated men such as yourselves!

Secondly, I want to make myself available to you; please feel free to contact me if you have questions, suggestions, ideas or problems. As part of the volunteer staff of Alpha Sigma Phi I, too, value communication and highly regard your efforts at updating and input.

Following is an outline of my responsibility as Director of Alumni Affairs:

- I. Help establish new, and work with existing, alumni councils in major metropolitan areas to:
 - A. Assist the Council in internal organization to assure perpetuity.
 - B. Encourage good relations, communications with Headquarters.
 - C. Help Councils to identify and take on worthwhile projects to assist Chapters, Headquarters, and other alumni - general, and
 - D. Promote fund-raising at all levels.
- II. Help Chapter Alumni Association alumni to:
 - A. Better organize to assure continuity yet permit younger member participation, and
 - B. Achieve a better working relationship with the Chapter, its own alumni, and Headquarters.
- II. Assist Headquarters in enhancing its image to all alumni by:
 - A. Handling correspondence to, and from, alumni as groups and individually, and
 - B. Visiting significant Fraternity events wherein the benefits merit the cost.



MEMORANDUM

EXHIBIT "B"

To: Memorial Fund Trustees and Grand Council of Alpha Sigma Phi Fraternity
Fm: Ralph F. Burns, Secretary
Re: General Report (note paragraph headings)
Dt: January 24, 1979

A FRATERNITY FOUNDATIONS SEMINAR

After consultation with the Chairman of Trustees of the Alpha Sigma Phi Memorial Fund Dr. Raymond Glos, I attended the above seminar in Atlanta, Georgia, November 30, December 1, 1978. Program of the seminar is a part of the file in the Fraternity office of Alpha Sigma Phi Fraternity, Inc., Delaware, Ohio.

The program was divided into two sessions - one on November 30, and one on December 1, 1978. The first session was conducted by Thomas M. Lafton, a member of Sigma Nu Fraternity, dividing his presentation into four areas: 1) legal concerns 2) IRS/taxes 3) qualifying projects 4) question and answer period.

Emphasis of the Tax Reform Act of 1969 was the elimination of the abuses of established foundations for private gain.

Those foundations who are recognized to be organized for charity and can receive charitable giving are in two categories:

- A. Public - which is the category of the Memorial Fund of Alpha Sigma Phi. These foundations do not have the limitations, as the
- B. Private - foundations which have greater limitations on what they can do.

The general classifications of the four large groups of public foundations under Section 501(3)(c) of the 1969 Tax Reform Act are:

1. Churches
2. Educational Institutions
3. Hospitals and Medical Research
4. Foundations organized for the support of a State University

Under Section 509 of the 1969 Tax Reform Act all foundations are private unless they meet the following qualifications (those listed here are not necessarily all inclusive):

1. Government Unit Subdivision
2. Public Supported Charity (United Fund, Heart, Cancer, etc.)
3. Public Supported (Junior League)

The Alpha Sigma Phi Memorial Fund is classified as a Public Supported Charity which in the preamble of the Tax Reform Act is noted as, "a public charity derives its support from the general public".

Memo To: Memorial Fund Trustees & GC
Fm: R. F. Burns
Dt: January 24, 1979
Page Two

There is a mathematical test which can be given to any public foundation which is most important to the following to ascertain if the operation of the foundation, from the stand point of receipts, is being properly handled.

It is most important that foundations know what gifts they can or cannot receive from a standpoint of taxes which they might be liable for.

Projects which a foundation might undertake are most important, so that they will not lose their status under the law.

THE ANNUAL GIVING PROGRAM

Two representatives of the Epsilon Data Corporation, Boston, Massachusetts, covered this subject which was very poorly organized.

They made the statement that approximately \$180,000,000 was lost by not soliciting. Donations should be given to the annual fund (Loyalty Fund) first and these donors would then be prospects for the foundations.

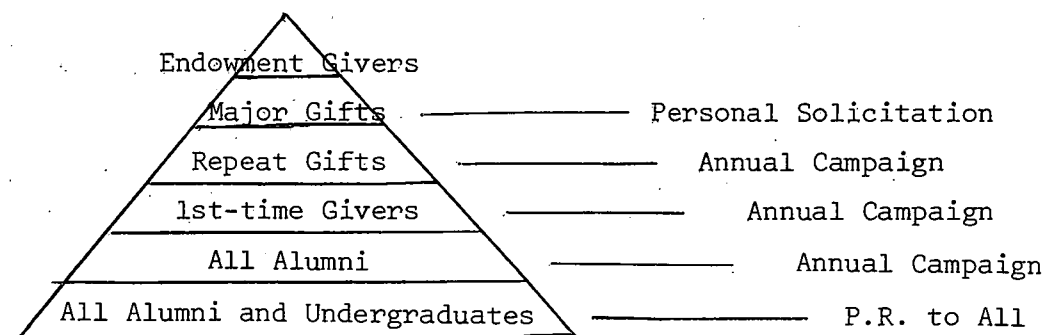
They touched on the following points:

1. our foundation - its role, its needs
2. the "identity factor" - How visible is our foundation? Are we visible to the membership? Do we need to educate the alumni?
3. relationship to the Fraternity and its annual giving program
4. audience
5. prospecting for deferred gifts - undergraduates encouraged to put foundation in their wills, cultivation is important of the undergraduates and education is most important
6. bequest mailings - suggest two mailings
 - a. setting forth the problems
 - b. setting forth solutions, or ideas, for giving
7. second gift appeals are important
8. reasons for giving - must be specific in relating what the foundation is, what are its needs, its programs,
9. use of the magazine for informing and publicizing

MAJOR GIFT FUND RAISING

This session of the seminar was excellent. It was conducted by Edward K. Dorris, Senior Editor, R. & R. Newkirk, Indianapolis, Indiana.

He discussed the "Donor Pyramid".



Memo To: Memorial Fund Trustees
and GC
Fm: R. F. Burns
Dt: January 24, 1979
Page Three

You will note there are six steps in the Pyramid. The bottom four are "Friend Raising", the top two are "Fund Raising".

Relative to a major fund raising program for the foundation, the following elements should be considered. Whether it is to be a 1) campaign - intense, with a specific time frame, or 2) program - carefully planned over a long period of time.

It is important to know why someone gives, reasons being:

1. Personal satisfaction
2. Immortalizing the person
3. Tax gifts - deferred gifts

Elements for a campaign or program of giving should, in part, include the following:

1. Plan of action, needs, etc.
2. Establish gift policies - what you will accept (property, income producing gifts, etc.)
3. Case Statement - telling and selling your story - endowment, educational, conference - outline your story/needs
4. Establish and direct an Endowment Committee. They would do the hard work separate from the Trustees who govern the Foundation,
5. Timetable and \$\$\$ goals
6. Endowments and legalities
7. Identify and evaluate prospects.
8. Strategy of approach:
 - a. Who is to make the 1st approach?
 - b. How will contact be made?
 - c. How much are you going to ask for?
9. Recognition of donors is meaningful.
10. Solicit.
11. Prepare gift proposal.
12. Continue to cultivate more than one gift.

Important observation to make for the Endowment part of the Pyramid, or any other part, is:

Is there a need?

PREMISES WE CAN MAKE OF THE PROSPECTIVE DONORS

Dealing with 10% of our friends which are in the lower four sections of the Pyramid might be only 10 or 15 people.

1. What are the donor estate assets?
2. Tax benefits for his giving?
3. Donor oriented - immortalizing face to face secured
4. Worthy - Is the foundation such?

Memo To: Memorial Fund Trustees & GC
Fm: R. F. Burns
Dt: January 24, 1979
Page Four

As I re-read this report, I am sure you are wondering, "Why doesn't Burns come to the point?". I am coming, but I wanted these details to be a part of the record.

RECOMMENDATIONS AND OBSERVATIONS

1. It is important the Memorial Fund and its future become inviolate.
2. It is necessary to secure the interest of an alumnus Brother with expertise in Federal Tax Law to advise the Trustees on matters pertaining to the Law as it affects Public Foundations. Do nay of you have any suggestions?
3. Suggest a meeting between Grand Council as a whole or a part, i.e. officers of the Fraternity and the Memorial Fund Trustees or a part of them.
4. Such a meeting to study the goals or objectives of the Fraternity and ascertain how the Memorial Fund can assist the Fraternity in the development of its educational goals, i.e. Educational Conference, scholarships, publication of educational materials.
5. Suggest as a matter of record, the recent brochure of the Memorial Fund be corrected.
6. Study very carefully the program of raising monies for the Memorial Fund on an annual basis, as well as a long-range basis - not to be in conflict with the Loyalty Fund.
7. Continue the search of personnel to serve as Trustees, officers, development people.
8. Careful study should be made of the trust agreement of the Alpha Sigma Phi Memorial Fund by Grand Council members and Trustee member Michel Coccia, so any questions of interpretation of the functions of the Fund in cooperation with the Fraternity might be resolved.
9. Believe a person is needed to give undivided attention to the growth and operation of the Fund.
10. In setting up the Fund, the question of the management of the Fund was considered, I quote from the Trust agreement, Page 2, Line-1, "...the donor (Alpha Sigma Phi Fraternity, Inc.) has paid to the Trustees the sum of one hundred ollars (\$100) and the Trustees for themselves, the survivor and survivors of them and their successors in trust hereunder, DO HEREBY AGREE to hold, manage, invest and distribute said sum and all subscriptions, contributions, donations and gifts which shall hereafter be received by them, as a trust fund for the uses and purposes and upon the terms and conditions hereinafter set forth:"

These were certain limitations on the Trustees as to how they might expend income and principal (see paragraph 1, Line 4, on page 4 of the Trust agreement). Limitation is that no payment that exceeds one thousand dollars (\$1,000) can be made without prior approval of the Grand Council.

Memo To: Memorial Fund Trustees & GC
Fm: R. F. Burns
Dt: January 24, 1979
Page Five

11. Article III, Paragraph 3, Line 1, set for the number of Trustees as three, one of which shall be a member of the Grand Council.

Paragraph 3, Line 2, provides in part that no Trustee shall be removed except with the prior approval of such Grand Council or other similar governing board.

Paragraph 3, Line 6, provides for the election of the Chairman of the Trustees and the election of such other officers as the Trustees deem advisable, prescribes respective powers and duties of such officers and fixes the compensation, if any, - - -.

12. Article IV, Paragraph 4, Line 1, makes provision to enable the Trust Agreement to be modified, however, no modification can be made without approval of the Grand Council.

13. Article V, Paragraph 5, Line 1, 3, provides for irrevocability of the Trust, termination and distribution of the Trust, if terminated.

14. Article VI, Paragraph 6, Line 1 - 9, provides for the actions of the Trustees and protection of them.

EXHIBIT "C"

NEWSLETTER ASSOCIATION OF
ALPHA SIGMA PHI

(NAASP)

Progress Report as of January, '79

NAASP SLOGANS:

NAASP: Meeting the challenge !

The chapter newsletter is the hallmark of your chapter. Keep it shining.

NAASP APPROVED BY 1978 CONVENTION

The Newsletter Association was the brain child of Stuart W. Anderson, Consulting Editor of "The Items", newsletter of Alpha Sigma Phi Gamma Upsilon Chapter at Eastern Michigan University. The complete staff of the newsletter, "The Items" rapidly became wholehearted supporters of the NAASP idea. "The Items" served as a catalyst around which a firm body of the Organizational Committee of the NAASP was formed. That stout body was composed of:

- (A) Theta Chapter (Chartered 1908) "The Theta Wolverine"
University of Michigan
Ann Arbor, Michigan
- (B) Alpha Xi Chapter (Chartered 1939) "Oak Wreath"
Illinois Institute of Technology
Chicago, Illinois
- (C) Beta Mu Chapter (Chartered 1932) "Beta Muse"
Wake Forrest University
Winston-Salem, North Carolina
- (D) Beta Rho Chapter (Chartered 1937) "Signet"
University of Toledo
Toledo, Ohio
- (E) Gamma Upsilon Chapter (Chartered 1948) "The Items"
Eastern Michigan University
Ypsilanti, Michigan

A resolution was drawn, and submitted to the 1978 Convention whereby the NAASP asked that it be established as a functioning body of Alpha Sigma Phi Fraternity. The resolution was accepted. That resolution was the work of the Advisory Board of the NAASP Organizational Committee composed of:

- (A) Ted L. Davis (Eta Chapter 1926; Univ. of Ill.)
Executive Secretary
Cooperative Editorial Association
Bloomington, Illinois
- (B) Eric A. Jacobson (Theta Chapter; Univ. of Mich.)
Graduate student, Journalism
University of Illinois
Champaign, Illinois

The rough draft of the resolution was drawn by "The Items" personnell.

The resolution was signed by Stuart W. Anderson, Director of the NAASP Organizational committee and by Louis D. Lanava, Chairman of the NAASP organizational Committee.

The resolution was presented, and approved by the 1978 Convention on Aug. 17, at 3:00 p.m., in the Franklin Room of Stouffer's Valley Forge Hotel; King of Prussia, Pennsylvania .

NAASP ACTIVITIES SINCE CONVENTION APPROVAL OF RESOLUTION

It has been the practice of the NAASP to progress slowly during its initial year in order that a firm groundwork might be laid which would result in a facit of our great Fraternity which would serve her well for years to come. We are aware that a new horison has opened. It is the hope of the NAASP, that it can assist in having a part in helping to successfully further open that horison.

The following officers of the NAASP have been elected to serve for a term of office running up to, and including, the 1979 Educational Conference. They are:

- (A) Dave Paterson (HAE, Theta Chapter; Ann Arbor, MI)
Chairman & Chief Administrative Officer
- (B) John S. Acker (HAE Beta Mu Chapter; Winston-Salem, NC)
Assistant Chairman
- (C) Stuart W. Anderson (GCA Gamma Upsilon Chapter; Ypsilanti, MI)
Director

Nominations are now being calles for the offices of Secretary and Treasyrer.

It has been suggested by Brother Eric A. Jacobson, Board of Advisors NAASP; that the Association sponsor newsletter workshops at Province Conclaves. The suggestion was adopted as an activity which would soon be presented at the Conclave of Province IV.

Serving as NAASP Chaplain thru the conclusion of the 1979 Ed Conference is Reverand Edgar M. Wahlberg. alumnus Colorado Chapter (Roster #94) ,initiated February 15, 1919.

Although the NAASP has not as yet drawn up a packet for prospective members, this past week we have added a member. Our new member is:

Gamma Chi Chapter ---- "The 8th Point"
Indiana University

We have a long way to go. With your continued moral support the desire to fight the good fight is assured !

-P. 2-

F-I-N-I

Department of Sociology
and Anthropology
January 17, 1979

RECEIVED

Mr. Kevin J. Garvey
Executive Secretary
Alpha Sigma Phi Fraternity
24 West William Street
Delaware, Ohio 43105

JAN 22 1979

Alpha Sigma Phi Fraternity, Inc.


Dear Kevin:

I owe you and rest of Alpha Sigma Phi an appology for my spate of apparent inactivity (at least, so far as the Old Gal on the National level is concerned) for the past several months.

I have been going through a series of personal problems which culminated in the sudden death of my mother within the past three weeks. Since we had lived together for many, many years, the loss has represented a major adjustment in my life. And, since I have no other family at all, it has also meant the undertaking of many settling up tasks with noone with whom to share them.

My interest remains unabated in the Scholarship post and, very shortly, there will be a mailing ready for the Chapters. With all of my own problems, I have not cut down on activities with the Hartwick Chapter, which is deep in the throes of what looks as if it were going to be a very successful freshman rush. We have also made a number of improvements in the house over the past two weeks, including new carpeting throughout the upper halls and stairways. And I have finally managed to get the long inoperative fire alarm system totally redone.

Fraternally,


Otto L. Sonder, Jr.

Hartwick College/Oneonta, New York 13820

Telephone (607) 432-4200



MEMORANDUM

EXHIBIT "E"

To: Grand Council
Fm: G. Alan Sternbergh
Re: Career Development and Placement
Dt: January 19, 1979

This will cover the recent conversations of Evin Varner, Director of Publications, Kevin Garvey, Executive Director, and myself at a special meeting at HQ.

In the Winter, 1979 Issue of The Tomahawk, Evin will develop and run a questionnaire in hopes of getting alumni response on a variety of subjects, but primarily to start getting some occupational data on our membership. This will be available for your reactions in advance.

Evin will also try to write a proposal to the trustees of the Memorial Fund to seek underwriting for a program that would further the efforts of the Career program but also serve to keep our members involved with the Fraternity and give us information about them for future fund-raising and volunteer recruitment. It would appear that since this program would be educational in nature that it would receive consideration by the trustees.

The elements of the program would be:

1. Revision of our booklet on career development and getting it into a more "professional" appearance that would hopefully result in better utilization and awareness by the undergraduates. With proper funding by Memorial Fund, it would be possible to provide copies of the booklet for all undergraduate members or for all upperclassmen at least.
2. A leaflet to be written and produced entitled "The Alpha Sig Senior: the year and how to make the most of it" that would go each year to all undergraduate seniors. In addition to outlining what seniors should specifically do, it would be hoped that this booklet or leaflet would serve to help prevent "senior slump" in the Chapter and demonstrate personal concern of the Fraternity for its about-to-graduate members.
3. A questionnaire to go to seniors in the Spring that would seek to learn what their plans are about the future. If they plan on graduate work, and if so where (needed information for expansion work). If they already have good job prospects and what kind. What field they are aiming for, etc.
4. A follow-up questionnaire one year later that would see how closely they have achieved what they were aiming at in carrying out the goals stated in the senior-year questionnaire. Possible follow-up also at year two. And at year five. This should serve to give us occupational data, help keep our addresses current, and start developing information for volunteer recruitment and giving. It should appear to be self-serving to the individual enough so there would be response and serve to keep them involved with the Fraternity, but without overt appeals for money.

To: Grand Council
Fm: G. Alan Sternbergh
Dt: January 19, 1979

5. A series of posters, simple 8½x11" in format, that would promote the career development program and hopefully make more undergrads aware of it...to get around our problem of getting communications read in the Chapter. (In conjunction with this, we talked about developing a bulletin board kit for Chapters with typeset headings on cardboard and a sketch on how to set up a "departmentalized" bulletin board. The headings would also perhaps utilize the Phoenix symbol.)

Other items we discussed:

- Incorporate the Phoenix mark with Career Development as a logo for the program. Perhaps develop a phrase or statement about the program.
- Produce a bibliography of publications and sources for further information, including resource people.
- Produce a suggested Chapter program on the subject. List of people to speak; place to visit - a simple "how-to".
- Identify Alpha Sigs in career services and develop regional Alpha Sigma Phi counselors for general career planning...so there would be someone within driving distance of most undergraduates who would offer general counseling.
- Continue to promote through The Tomahawk and the "Gazette". Continue to run articles in both, but probably of shorter length than those of the past.

Some subjects that were mentioned for possible articles:

- "Professions that are 'hot', ones that are not"
- "The first job and what to expect (don't aim at moon)"
- Letters of recommendation - how to ask for them, how to use them"
- "Getting worthwhile experience through public service and using that to get a job"
- "Using a professional service - when, how"
- "Salary negotiation"
- "Fringe benefits - how important?"
- "Starting your own business - what type does it take?"
- "When and how to ask for a raise"
- "When should you start looking for a move?"
- "Retirement planning from the first"
- "Staying in touch with firms for possible future needs"
- "Building an emergency fund how much, how"

cc: Grand Council

906 Three Rivers North
Fort Wayne, Indiana 46802
January 16, 1979

RECEIVED

JAN 19 1979

Mr. Kevin Garvey
Executive Director
ALPHA SIGMA PHI FRATERNITY
24 West William Street
Delaware, Ohio 43015

Reference: Grand Council Committee Report

Alpha Sigma Phi Fraternity, Inc.

Because of my recent appointment as National Province Program Coordinator, I will not attempt to provide any specific information relating to the past year's Province program. I do have several observations that were generated as a result of my responsibilities as Province Chief for Province I.

I believe that the Province Program can be of immense value to the Fraternity, if it is staffed, organized, and administered properly. The key to our success in this area is effective communication. I believe that most members of our Fraternity believe in its basic value as an institution. Often, however, we fail to capitalize on the Fraternity's inherent strengths by failing to communicate properly between our undergraduate brothers, between chapters, and between chapters and our alumni. I believe that the Province Program can facilitate this communication at all these levels.

I believe that the changes that have occurred in the Province Program recently will provide the foundation for dramatic improvement in the Program. I know that you were instrumental in facilitating many of these changes, so it is not necessary for me to elaborate in this area.

My personal goals for the Province Program are as follows:

1. Improve communication between chapters, undergraduates and alumni.
2. Insure that we provide highly motivated, responsible leadership for all volunteer positions within the Province Program.

Mr. Kevin Garvey

Page Two - January 16, 1979

Reference: Grand Council Committee Report

3. Encourage and facilitate increased alumni interest within and through the Province Program.
4. Help facilitate an understanding among the undergraduates that they are a part of a vital, functioning national organization, and that fraternity involvement does not end when they leave the university at graduation.
5. Insure that each Province conducts at least once conclave annually.

I hope that this brief outline has given you some idea of my thoughts on the Province Program. If I can provide additional information, please let me know. I look forward to seeing you here in Fort Wayne on Thursday, February 1.

Fraternally,



Jim Hamner

1979 EDUCATIONAL CONFERENCE
ALPHA SIGMA PHI FRATERNITY
INDIANA UNIVERSITY
BLOOMINGTON, INDIANA

THURSDAY

12:00 PM - 4:00 PM
6:00 PM - 7:00 PM
7:00 PM - 8:00 PM
8:00 PM - 9:00 PM
9:00 PM

Registration
Dinner
State of the Fraternity
Mixer, Warm-Up, 1st Goal Setting Exercise
Keg

FRIDAY

8:00 AM - 9:00 AM
9:00 AM - 9:30 AM

9:30 AM - 11:30 AM
12:00 AM - 1:30 PM
1:30 PM - 3:30 PM
3:30 PM - 6:30 PM
6:30 PM - 7:30 PM
7:30 - 8:00 PM

8:00 PM

Breakfast
Explanation of Minimum Standards
"How Do You Stack Up"
Rush Seminar
Lunch
New Member Education
Sports Event - Free Time
Dinner
Post-Dinner Speech, Services of National
Office (Include Career Placement)
Ritual Exemplification
Whittenburg Auditorium

SATURDAY

8:00 AM - 9:00 AM
9:00 - 10:30 AM

10:30 AM - 12:00 PM

12:00 PM - 1:00 PM
1:30 PM - 2:00 PM

2:00 PM - 3:30 PM
3:30 PM - 6:30 PM
6:30 PM
7:30 PM
8:30 PM

Breakfast
Concurrent Programs
Expansion - How To
Finances
Publications
Alumni Relations
Concurrent Sessions
Expansion
Finance
Publications
Alumni
Lunch
Goal Setting

~~Provincers~~
Sports Event - Free Time
Dinner
Awards
Free Time

SUNDAY

9:00 AM
10:00 AM

Breakfast ← Possible talk on ritual abuse
Rap-Up-Fire-Up
Checks

AMERICAN INSURANCE ADMINISTRATORS

The Accent is on Administration

P.O. Box 12113 (1373 Grandview Avenue • 200) Columbus, Ohio 43212

614/486-5388

January 24, 1979

Mr. Kevin J. Garvey, Executive Director
Alpha Sigma Phi Fraternity
24 West William Street
Delaware, Ohio 43015

Re: ALPHA SIGMA PHI MEMBERSHIP INSURANCE PROGRAM
1978 STATUS REPORT

Dear Kevin:

The opportunity to appear before the Grand Council is greatly appreciated. We also like to present an annual written report regarding the status of the program.

I. HOSPITAL MONEY PLAN - MASTER POLICY #1-A-1148

In my report before the Grand Council on March 10, 1978, I pointed out the erratic (unstable) nature of the loss ratio for this plan. To illustrate this point, the tables below show the incurred loss ratios for the past four years.

TABLE I. (AS REPORTED IN JANUARY, 1978)

(As of 8/77)

<u>Master Policy Year</u>	<u>Incurred Loss Ratio</u>
A. 3/1/74 - 2/28/75	17.1%
B. 3/1/75 - 2/28/76	31.5%
C. 3/1/76 - 2/28/77	103.4%
D. 3/1/77 - 2/28/78	(Wasn't Available Yet)

TABLE II. CURRENT STATUS

(As of 8/78)

A. 3/1/74 - 2/28/75	17.1%
B. 3/1/75 - 2/28/76	31.5%
C. 3/1/76 - 2/28/77	131.9% *
D. 3/1/77 - 2/28/78	3.7% **
E. 3/1/78 - 2/28/79	(Not Available Yet) ***

* The increase for this period (3/1/76 - 2/28/77) is due to continuation of benefits paid for claims originally incurred during this period.

** We know that more claims have been incurred and more benefits will be paid against this period than were known to the Company when these statistics were compiled.

*** Our own information, based upon claims we have paid, indicates that the incurred loss ratio for this period will again be high.

The main point of my report last March was to recommend that we conduct another enrollment campaign in the late Spring. The objective was to increase the participation and annualized premium volume to \$30,000, which is the level at which CNA allows a plan to stand on its own experience credibility.

Subsequent to that, CNA hardened its position and would not allow the enrollment campaign, saying that corrective action should be taken before an enrollment campaign is conducted.

We explored alternatives and negotiated with CNA throughout the Summer and Fall. Our conclusion was that CNA's recommendation of "pooling" this group plan made sense. Even though we had been successful in tripling the total premium volume during 1976 and 1977, it didn't seem likely that we could nearly double it again from \$16,972 to over \$30,000 annualized premium in 1978.

BENEFITS TO INSURED MEMBERS

The obvious is sometimes easy to overlook, so I would hasten to point out that this insurance plan is doing what it is intended to do -- pay benefits to participants!

It is a very good hospital income plan which pays benefits from the first day. The Double Cancer and Double Intensive Care and Death Benefits are very pertinent, important features for the age group which is participating in the plan. They are not found in most other hospital plans. These same features, though, are also the primary factor causing the loss ratio to be erratic. That's why we think "pooling" for premium rate stability makes good sense.

The Plan has paid cash benefits immediately, as advertised. We pay the benefits from our office, and over 90% of all of our benefits are paid within 2 working days after the claim is received (the other 10% is mostly due to claims being incomplete or illegible, and the adverse affect of weather or illness on our own staff).

And, this Plan has been available to Alpha Sigma Phi members for six years, at no cost to the Fraternity. It's one of the most personal membership benefits an association can offer.

POOLING THE PLAN

6

As I had explained to you, "pooling" a plan means placing it in an actuarial or statistical "pool" with other association group hospital plans of similar size (under \$30,000 annualized premium). Only CNA and a few other large association group underwriters would be able to do this "pooling" because they have enough association plans to "pool". A carrier which doesn't underwrite many association group

plans would have to allow each plan to remain on its own.

So, "pooling" is a technique for spreading the risk to a larger risk group, which will greatly minimize the possibility of any drastic future premium rate increase for all Alpha Sigma Phi participants (as a group) due to unfavorable claims experience. We think it is a sound decision.

CHANGES RESULTING FROM "POOLING"

To be placed in the "pool", the premium rates must be aligned with all other plans in pool under what is termed "manual" or standard rates. (The coverage provisions will not change.) However, since its inception in 1973 this plan has been rated below "manual" rates. Therefore, the new premium rates for the Plan will increase in most instances.

The amount of alignment will vary, depending upon the age and sex of the insured person. Interestingly enough, the percentage increase for participants age 65 and over is only 1%! Table III below shows a comparison of the current rates to the proposed rates.

TABLE III. COMPARISON OF PREMIUM RATES PER \$10/DAY BENEFIT

<u>Male</u>				
<u>Attained Age</u>	<u>Current (Semi-Annual) Rates</u>	<u>Proposed (Semi-Annual) Rates</u>	<u>Amount of Increase</u>	<u>% Increase</u>
Under 40	\$ 8.20	\$ 9.05	\$.85	10.3%
40-49	11.80	13.40	1.60	13.5%
50-59	17.40	20.30	2.90	16.6%
60-64	23.00	29.40	6.40	27.8%
65-69	27.40	27.70	.30	1.1%
70 & Over	39.20	39.65	.45	1.1%
<u>Female</u>				
Under 40	13.20	14.20	1.00	7.6%
40-49	16.40	17.65	1.25	7.6%
50-59	20.20	22.50	2.30	11.4%
60-64	24.80	28.40	3.60	14.5%
65-69	27.40	27.70	.30	1.1%
70 & Over	39.20	39.65	.45	1.1%
<u>Children</u>				
Under 40	18.00	19.75	1.75	9.7%
40-49	17.60	19.10	1.50	8.5%
50-59	14.40	15.75	1.35	9.4%
60-64	9.00	9.85	.85	9.4%
65-69	9.00	9.85	.85	9.4%
70 & Over	9.00	6.60	decr. 2.40	decr. 2.6%

TERMINATION OF MASTER POLICY #1-A-1148

To comply with the legal and contractual requirements of the master policy, CNA has advised the Fraternity of its intention to non-renew Master Policy #1-A-1148 as of its 3/1/79 anniversary. This official notification was transmitted to you via my letter of 12/22/78.

NEW MASTER POLICY

Enclosed is a master application for a new master policy to become effective on March 1, 1979. CNA's procedure for changing rates is to issue a new master policy, rather than amending or ridering the old one, to satisfy its internal requirements for tracking premium and claims, etc.

We would emphasize that all coverage provisions and individual rights established under the 1-A-1148 Master Policy are preserved under the new master policy.

TIMING & ANNOUNCEMENT TO PARTICIPANTS

Since the premium due date is March 1, we have a very tight schedule. Customarily we mail premium notices 35 days prior to a due date. The 3/1/79 premium notices reflecting the rate changes should not be mailed by us until the new master application is signed by an official of the Fraternity.

It is imperative, therefore, that action be taken on this matter before 2/1/79. We have established the new premium rates in our premium billing system, and stand ready to print the premium notices on Monday, January 29.

Attached are samples of the announcement letters which we propose to include with the premium notices. Of course, we will be prepared to respond immediately to any phone calls or letters which might come from insured members.

II. LIFE INSURANCE PLAN

Term life insurance available through associations is currently the most popular type of insurance plan being purchased by association members throughout the country.

SIGNIFICANT BENEFIT

The amount of benefit available to the member is surely significant -- from \$10,000 to \$50,000 (and sometimes up to \$100,000)!

NEEDED BY WIDE RANGE OF MEMBERS

Term life insurance is valuable and is needed by the full spectrum of the membership. The youngest member just beginning his career and

the membership. The youngest member just beginning his career and
term life insurance is valuable and is needed by the full spectrum of

NEEDED BY WIDE RANGE OF MEMBERS

from \$10,000 to \$20,000 (and sometimes up to \$100,000).
The amount of benefit available to the member is surely significant --

SIGNIFICANT BENEFIT

throughout the country.

Popular type of insurance plan being purchased by association members
term life insurance available through associations is currently the most

II. LIFE INSURANCE PLAN

insured members.

Respond immediately to any phone calls or letters which might come from
include with the premium notices. Of course, we will be pleased to
Attached are samples of the announcement letters which we propose to

system, and stand ready to print the premium notices on Monday, January 20,
5/1/78. We have established the new premium rates in our premium billing
it is imperative, therefore, that action be taken on this matter before

effectively.

By the way, the new master application is signed by an official of the
5/1/78 premium notices reflecting the rate changes should not be mailed
customarily as all premium notices 30 days prior to a due date. The
since the premium due date is March 1, we have a very tight schedule.

III. A ANNOUNCEMENT TO PARTICIPANTS

master policy.

established under the 1-A-1148 Master Policy are preserved under the new
We would emphasize that all coverage provisions and individual rights

to satisfy its internal requirements for tracking premium and claims, etc.
issuing a new master policy, rather than amending or revising the old one,
effective on March 1, 1978. CIA's procedure for changing rates is to
enclosed is a master application for a new master policy to become

NEW MASTER POLICY

notification was transmitted to you via my letter of 12/22/78.
Master Policy 1-A-1148 as of its 3/1/78 anniversary. This official
policy, CIA has advised the possibility of its intention to non-
to comply with the legal and contractual requirements of the master

TERMINATION OF MASTER POLICY 1-A-1148

estate needs it. Older members also need to supplement their life insurance amounts as their financial needs change.

INFLATION ALSO CAUSES NEED

Inflation is one of the largest factors causing the need for more life insurance. People who may have thought their life insurance needs were satisfied now find that the purchasing power of their life insurance is only about 50% of what it was 10 years ago. Low cost term life insurance is the answer for many people.

NO COST TO FRATERNITY

As with the Hospital Money Plan, sponsorship of a low-cost term life insurance plan would be at no expense to the Fraternity. All costs for promoting and administering a group life insurance plan are borne by the administrator and/or the insurance carrier.

OTHER ASSOCIATIONS

Term life insurance is usually the first kind of insurance plan an association (especially college alumni associations) introduce to their members. This is because it is the most vital, viable insurance plan -- much more likely to be trouble-free -- than health insurance plans.

That's why the Ohio State University Alumni Association, for instance, adopted a term life insurance plan (which we administer).

METHOD OF OFFERING A LIFE PLAN

A term life insurance plan would be designed for direct mail offering without face-to-face contact. Mailings could be specifically targeted to:

- A. NEW GRADUATES - another opportunity for the Fraternity to tell an undergraduate that the Fraternity cares about him and has something more to offer him as an alumnus.
- B. PARENTS OF UNDERGRADUATES - oftentimes parents are more concerned about starting their children's life insurance than the children themselves are.

Mailings targeted to the parents would tell the parents that the Fraternity has something more and valuable to offer their son.

- C. ALL ALUMNI MEMBERS - another benefit program for those who have the need. Some members need hospital insurance while others need life insurance. A larger portfolio of insurance plans for members means that more members will participate in one plan or another --

Kevin Garvey

-6-

January 24, 1979

C. thereby being additionally reminded of their connection to the Fraternity.

We are hopeful that the Grand Council will empower an Insurance Committee to whom we might present proposals -- a committee which would have the authority to act if it saw fit.

We are grateful for the opportunity to serve Alpha Sigma Phi.

Cordially,



Alan E. Zink
General Manager

ENCLS. (2)
AEZ:lf

cc: Grand Council Members (7)

AMERICAN INSURANCE ADMINISTRATORS

The Accent is on Administration

P.O. Box 12113 (1373 Grandview Avenue • 200) Columbus, Ohio 43212

614/486-5388

January 30, 1979

Mr. John Doe
123 Main Street
Anytown, USA

Re: Your Alpha Sigma Phi Hospital Money Plan - Certificate #123

Dear Mr. Doe:

Kevin Garvey asked me to write to you about the change in the Alpha Sigma Phi Hospital Money Plan as of March 1, 1979.

SAME FULL BENEFITS

First, you'll be pleased to know that the full benefits and features of this group insurance plan will remain unchanged. The Plan will pay you, the insured member:

- * Benefits of \$XXX/day from the first day you are hospitalized.
- * Benefits directly to you, even if you have other insurance plans.
- * Double Benefits of \$XXX/day if you are hospitalized for cancer or intensive care treatment.
- * A Death Benefit of \$XXXX.XX to your beneficiary if you should die while hospitalized.

So, the benefits and features of this insurance plan are not being changed.

POOLING THE RISK

Since its inception this group plan has stood on its own as a group insurance risk. This means that each year the experience ratio of claims to earned premium is calculated and reviewed by the Company. The experience ratio for this plan has been way up and down during the past four years. A few large benefit payments under the double cancer or intensive care benefit feature have helped push the experience ratio way beyond the acceptable limits. This could result in a very large premium rate increase for the whole group plan.

The people at CNA Insurance, which underwrites this plan, have recommended that the Alpha Sigma Phi plan be "pooled" with similar association group hospital plans. This will have the affect of spreading the risk to a much larger risk group and thereby greatly reduce the chances of a drastic premium rate increase because of poor claims experience.

This recommendation makes sense to us, after reviewing all of the data

Mr. John Doe

-2-

January 30, 1979

available. As the Plan Administrator for Alpha Sigma Phi, and as an independent administrator for many other group insurance plans underwritten by various insurance companies, we have advised the Fraternity that this is a sound decision to make. It will dampen the affect of any future excessive experience ratio.

WHAT DOES IT MEAN TO YOU?

Until now you and other participating members have enjoyed premium rates which have been below the "standard" group rates -- even though this plan's experience ratio has jumped way out of the acceptable limits. The premium rates must be aligned with "standard" group rates for the "pool" to place the group plan in the risk pool. Specifically, this means a semi-annual rate increase for you of \$XX.XX for all of the coverage provided under your insurance certificate.

While the above amount represents the increase over what you would have paid if this change had not occurred, you'll observe that your total premium is actually \$XX.XX higher than your 9/1/78 premium. The reason is that you became age XX during the past year and went into a higher premium age bracket. This amount would have been added to your 3/1/79 premium notice even if the changes had not occurred.

ADMINISTRATION OF YOUR PLAN

Its been our privilege to administer the Alpha Sigma Phi Hospital Money Plan since 1976. During that time we have processed claims and paid benefits in less than 2 working days, in nearly all cases.

We look forward to continuing to serve you and the Fraternity through all aspects of administration of your group insurance plan: customer service; applications processing and certificate issue; premium billing and collection; all record-keeping; and benefits payment.

Please call me or Nancy Tiburzio collect if you have any questions or comments about the Alpha Sigma Phi Hospital Plan.

Sincerely,

Alan E. Zink
General Manager

AEZ:lf

cc: Mr. Kevin Garvey, Executive Director
Alpha Sigma Phi Fraternity

ALPHA SIGMA PHI FRATERNITY



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

January 30, 1979

Mr. John Doe
123 Main Street
Anytown, USA

Dear Brother Doe:

Seven years ago the Fraternity first introduced the Alpha Sigma Phi Hospital Money Plan under which you are insured.

Since 1972 participating members like you have received thousands of dollars of cash benefits when they were hospitalized. Since then other members have joined this group insurance plan to take advantage of the low group premium rates our plan has enjoyed.

The Grand Council and your Executive Secretary receive and review periodic status reports about the insurance plan. We rely on the knowledge of our own members plus the expertise of our plan administrator when reviewing this status information. As indicated above, some participating members have benefited greatly from the plan -- and the benefits ratio (benefits paid out in relation to earned premium received) has been erratic over the past four years.

After considering various recommendations and alternatives, the Grand Council has accepted the Insurance Company's recommendation that the Alpha Sigma Phi Hospital Plan be "pooled" for greater premium rate stability.

I'm asking Alan Zink, our Plan Administrator, to explain more of the technical details of this decision and the changes which will become effective on March 1, 1979. Please read Alan's letter carefully. Contact him via letter or phone if you have additional questions.

We hope you have a happy year!

Fraternally,

Kevin Garvey
Executive Director

KG:lf



EVIN C. VARNER
EDITOR
BOX 4351
CHARLOTTE, N.C. 28204
704-372-8880

January 5, 1979

RECEIVED

To: The Grand Council

From: Evin Varner

Re: Report of Director of Publications
on activities since Convention 1978

JAN 9 1979

Alpha Sigma Phi Fraternity, Inc.

Tomahawk: Back on schedule with two issues published since Convention. In addition to our regular material, these issues devoted space to our attempts to whittle down our "lost brother" list, published a directory of the Fraternity, recognized contributors to Loyalty Fund and recognized our 50-year members.

Volunteers: Have recruited Eric Jacobson, Theta and Tyler Cox, Wake Forest. These two young alums are enthusiastic and productive. Some 15 letters to alums in the communications field have gone out, soliciting their help.

Gazette: Two issues out to date. Plan two more during academic year.

Handbooks: GCA Handbook published. Consultation handbook mechanical art complete and ready to be printed. Handbook on how to start and run a Chapter on a commuter campus written. Handbook on planning and running a Chapter anniversary celebration written. Chapter postal regulations handbook written.

Interfraternal: Two by-lined articles appeared in College Fraternity Editor's Association publication. Various work as director of CFEA. Correspondence with other fraternities who have written concerning our program.

Graphics: Undergraduate response to Phoenix mark has been extremely enthusiastic. We should develop this further and also supply reproduction proofs to Chapters.

Chapters: Most Chapters have received a personal letter from Editor concerning publications. All who send reports of any kind get personal thank-you.

Misc.: Three-day visit to Headquarters to work with staff on publications and with Brother Al Sternbergh on Career Development program. Some excellent direction for that program came out of the meeting and indicated how existing publications and new tools can support the program.

Goals: Complete revision of Colony handbook should be completed by the time of this meeting. Develop and publish ASAP a "Catalog" of services, products and publications for Chapter use. Complete IFC handbook, now in outline form, to give Chapters some direction on how to get more men to "go Greek" in face of declining enrollments to come. Complete Chapter publications handbook, now in outline form, a how-to on newsletters, directories and rush publications. Try to keep Tommy on schedule.



EVIN C. VARNER
EDITOR
BOX 4351
CHARLOTTE, N.C. 28204
704-372-8880

January 5, 1979

RECEIVED

To: The Grand Council
From: Evin Varner
Re: Grand Marshal's report

JAN 9 1979

Alpha Sigma Phi Fraternity, Inc.

Visitation: Official visits to special alumni functions at Wake Forest, North Carolina State and UNC-Charlotte.

Pledge ritual: Revised and re-written in accordance with Convention directives. The manuscript is before you. Recommend this be published as a separate piece.

Expansion: Worked with staff on reactivation at Gamma Omicron, Tulane, and remained on to continue work, hold pledge education classes and prepare group for initiation. Made calls with staff at University of New Orleans and Loyola. Followed up on both. Visited with staff at Radford College, Radford, Va. to seek IFC approval of our efforts to start a colony there. Plan on visiting East Carolina colony January 12-13.

Goals: Publish "new" pledge ritual. Revise and publish complete ritual. Work with "Skip" Parks on developing a way that exemplification of ritual at NEC can also be a teaching experience, particularly for new pledge ritual.

CHAPTER CONSULTANT REPORT TO THE GRAND COUNCIL

Based on housing and undergraduate enrollment, chapters that could increase their membership by

<u>+20</u>	<u>+10</u>
Bowling Green	American
Cincinnati	Coe
Davis & Elkins	Eastern Michigan
Michigan	Lawrence Tech
Ohio State	Loyola
Pennsylvania	Morris Harvey
	Slippery Rock
	Stevens
	Tri-State
	Wagner

I feel the rest of our chapters are operating at or near their capacity of membership. Realistically, the above chapters will probably not show a net gain in membership in the near future. This suggests the importance of expansion to the fraternity.

CHAPTER STABILITY

<u>Strong - 13</u>	<u>Above Avg - 8</u>	<u>Average - 15</u>	<u>Below Avg - 10</u>
Illinois Tech	Concord	American	Baldwin Wallace
Indiana	" Hartwick	* Atlantic Christian	"Coe
Iowa State	Ohio Northern	Bethany	*Davis & Elkins
Lehigh	Oklahoma	Bowling Green	Eastern Michigan
Missouri Valley	* R.P.I.	Findlay	*Loyola
Oregon State	* Rio Grande	" Illinois	Marietta
Penn State	* Rutgers	Lawrence Tech	Michigan
Purdue	* Cornell	" Lycoming	"Morris Harvey
Toledo		N. Michigan	"Pennsylvania
Wake Forest		Ohio State	Slippery Rock
Washington		Presbyterian	
Westminster		Stanford	
Widener		" Stevens	
		Tri State	
		* NC State	

* Could move up a notch soon

" Could move down a notch soon

There are two weak chapters: Wagner and Cincinnati - both could move up shortly

CHAPTER CONSULTANT REPORT TO THE GRAND COUNCIL

Report on suspensions

- Wagner - The size of the chapter doubled to fourteen with 7 new pledges. I have contacted the other national fraternities at Wagner to find out their interest in holding interfraternal workshops in Fall '79. I have received one response from Theta Chi supporting the idea. I have scheduled another visit March 17-20 to make arrangements with the dean.
- Cincinnati - I have scheduled a second visit for March 26-31. Plans have been laid for starting the chapter over. Only four brothers remain, but they are committed to this plan. Alumnus Don Niehus has given considerable guidance to the chapter.
- Davis & Elkins - Chapter operations are at a high level, but rush remains a problem. They have the money to pay off a \$1200 debt to HQ, but want the past interest waived. They are progressing well.
- Tufts - I was unable to locate any undergraduate brothers through the registrar's office. I contacted Mr. Zamparelli about the house. It is rented to Chi Omega sorority for four years. He has the charter and some ritual equipment. I instructed him to mail it back to headquarters.

Report on other "problem" chapters

- Marietta - Making progress on their performance contract. They still need a service project, newsletter, scholarship award, written pledge program, and pledge fees and bio forms turned in. Their debt payments are current.
- Loyola - The chapter is now financially stable. They took a good size pledge class and are fixing up the house. Pledge fees and bio forms have not been received however. A new dean has proven helpful.
- Morris Harvey - I found little interest in continuing the fraternity. The administration is being overhauled, it is becoming a state university. Alumnus Jim Buckalew has shown a recent interest in rejuvenating the chapter there. I have sent him information and materials. A return visit is planned for Feb 28-March 3.
- Penna. - No contact with HQ. No pledges or initiates reported.
- Michigan - Still hanging on, but no change expected in the near future. A return visit is planned for Feb 6.
- Findlay - Large pledge class this fall has stabilized finances. No pledge fees or bio forms turned in. Hazing exists to some degree.
- UNCC - I believe they are ready to be chartered. Housing is critical to the progress of this chapter; they have some leads. To not charter them would be hazardous.

REPORT TO THE GRAND COUNCIL

Pledges and initiates are down over last year. Several reasons could explain this decline.

- 1) Pledges are not being reported. These are pledges I know of that have not been reported: Findlay-11, Marietta-14, Loyola-10, Ohio Northern-12, Illinois-13, R.P.I.-7. Total=67
- 2) Many of our chapters are at their capacity for their particular campus. The chapters that could increase significantly have traditionally been small.- Ohio State, Michigan, Pennsylvania, etc.
- 3) The large increase in membership last year was a catch-up year in reporting pledges and initiates and did not reflect the real growth of the fraternity.
- 4) Several chapters took unusually large pledge classes: Concord-21 last year
Lycoming-28, Widener-22, and this year took much smaller ones.
- 5) Four chapters who usually take fall pledge classes took no pledges this fall: Eastern Michigan, Lawrence Tech, Morris Harvey, and Pennsylvania.
- 6) Three strong chapters who usually report large pledge classes have reported none or very few: Penn State, Toledo, & Wake Forest.

I have 18 more chapters to visit and 14 second visits planned through April. My emphasis will switch from rush to goal setting and leadership.

OVERALL VIEW

Generally I feel our chapters are stronger than they were last year, especially our weakest chapters. There is a good rapport between the chapters and HQ. More chapters are requesting information and help; very few chapters are asking "what does national do for us?" Most chapters are running a balanced budget. We have seen a big increase in scholarship applications.

There is a need to update our manuals and create some new ones, especially the rush manual. I hope to draw up some materials for conducting chapter retreats. Province activity should awaken with the province manual and follow-up on the new province chiefs and province executive councils.

There is some indication that the enrollment crunch may be coming earlier than first thought. (see attached article). Also, the expected downturn in the economy may begin to have an effect on pledging and initiations.

Missing Students

Demographers know that by the early 1980s, the number of 18-year-olds in the U.S. will be sharply lower than it is now. But the schools did expect a 3 per cent increase in enrollment this year. Instead, according to early data just released by the National Center for Education Statistics, the total of students enrolled in U.S. higher education fell by 60,000 in the 1978-79 academic year. "We expected enrollment to go up for a few more years," says the NCES's Vance Grant. "When it goes down, even slightly, we start to wonder."

What accounts for the dip? One reason is economic. "The job market has improved somewhat so there are more openings for kids who would rather work than go to school," says Grant. Another factor is the effect of Proposition 13 in California, where enrollment has fallen 5.5 per cent as revenue for public institutions has declined. Private colleges nationwide showed a 3.3 per cent drop in freshman registration, which some educators ascribe to rising tuition costs. Others see a general disenchantment with the value of a college degree—perhaps the most disheartening explanation of all.

Newsweek, January 29, 1979

TOTAL PLEDGES & INITIATES AS OF:

	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
<u>1976-77</u>													
Pledges:	<u>—</u>	<u>—</u>	<u>56</u>	<u>153</u>	<u>76</u>	<u>37</u>	<u>18</u>	<u>110</u>	<u>68</u>	<u>82</u>	<u>20</u>	<u>10</u>	
YTD	<u>—</u>	<u>—</u>	<u>56</u>	<u>209</u>	<u>285</u>	<u>322</u>	<u>340</u>	<u>450</u>	<u>518</u>	<u>600</u>	<u>620</u>	<u>630</u>	<u>630</u>
Initiates:	<u>2</u>	<u>9</u>	<u>41</u>	<u>65</u>	<u>24</u>	<u>44</u>	<u>90</u>	<u>35</u>	<u>71</u>	<u>64</u>	<u>41</u>	<u>17</u>	
YTD	<u>2</u>	<u>11</u>	<u>52</u>	<u>117</u>	<u>141</u>	<u>185</u>	<u>275</u>	<u>310</u>	<u>381</u>	<u>445</u>	<u>486</u>	<u>503</u>	<u>503</u>
<u>1977-78</u>													
Pledges:	<u>16</u>	<u>8</u>	<u>65</u>	<u>134</u>	<u>62</u>	<u>133</u>	<u>34</u>	<u>71</u>	<u>93</u>	<u>62</u>	<u>52</u>	<u>23</u>	
YTD	<u>16</u>	<u>24</u>	<u>89</u>	<u>223</u>	<u>285</u>	<u>418</u>	<u>452</u>	<u>523</u>	<u>616</u>	<u>678</u>	<u>730</u>	<u>753</u>	<u>753</u>
Initiates:	<u>—</u>	<u>19</u>	<u>65</u>	<u>47</u>	<u>52</u>	<u>60</u>	<u>59</u>	<u>94</u>	<u>89</u>	<u>87</u>	<u>71</u>	<u>4</u>	
YTD	<u>—</u>	<u>19</u>	<u>84</u>	<u>131</u>	<u>183</u>	<u>243</u>	<u>302</u>	<u>396</u>	<u>485</u>	<u>572</u>	<u>643</u>	<u>647</u>	<u>647</u>
<u>1978-79</u>													
Pledges:	<u>—</u>	<u>1</u>	<u>46</u>	<u>125</u>	<u>143</u>	<u>62</u>	<u>(20)</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	
YTD	<u>—</u>	<u>1</u>	<u>47</u>	<u>172</u>	<u>315</u>	<u>377</u>	<u>(397)</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	
Initiates:	<u>—</u>	<u>1</u>	<u>51</u>	<u>54</u>	<u>68</u>	<u>47</u>	<u>(55)</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	
YTD	<u>—</u>	<u>1</u>	<u>52</u>	<u>106</u>	<u>174</u>	<u>221</u>	<u>(276)</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	



MEMORANDUM

EXHIBIT "L"

To: The Grand Council
 Fm: Jeff Hoffman, Expansion Consultant
 Re: Report on Activities
 Dt: January 26, 1979 - Atlanta, Georgia

Goals for the expansion program set at the 1978 Convention were to establish 5-6 new Colonies and to see UNCC chartered this academic year. So far we have added Colonies at East Carolina University and Tulane University (reactivation). UNCC is ready for chartering and the tentative date is set for March 2-3.

I feel the goals we set at Convention should stand. This would mean adding 3-4 more Colonies this spring. Adding three is highly possible.

Existing Colonies

UNC-Charlotte

East Carolina University

Reactivations

Tulane University

Proposed Colonies (Spring 1979)

George Washington University

Radford College

UNC-Asheville

Winthrop College

Wabash College (handled by Purdue Chapter)

Tentative colonization

GWU - April, 1979

Radford - March, 1979

UNC-A - March, 1979

Winthrop - April, 1979

Wabash - April, 1979

Tentative chartering

March 2-3, 1979

April 6-7, 1979

Tentative rechartering

October 5-6, 1979

Tentative chartering

April, 1980

March, 1980

March, 1980

April, 1980

April, 1980



MEMORANDUM

page two

Proposed Colonies (Fall 1979)

Otterbein College (handled by headquarters)
 Longwood College
 George Mason University
 Virginia Commonwealth University
 James Madison University
 Phieffer College

Tentative colonization

Otterbein--October, 1979
 Longwood--October, 1979
 George Mason--September, 1979
 VCU--September, 1979
 Madison--October, 1979
 Phieffer--November, 1979

Tentative chartering

October, 1980
 October, 1980
 September, 1980
 September, 1980
 October, 1980
 November, 1980

There are many other possibilities that the program will be investigating.

School Contacts

St. Leo College--After a visit by Kevin Garvey and myself, Alpha Sigma Chi voted to affiliate. They later reneged on their decision. Efforts were made to see the affiliation through, but to no use.

Clinch Valley College--After visits by myself, Tau Beta Chi voted to affiliate. They later neged on their decision. Once again efforts to see the affiliation through did little good.

It is my opinion that we were trying to push the affiliation process too quickly. In the case of the local at St. Leo, they were afraid of our pace and were afraid they would not be able to raise the money. In the case of Clinch Valley, they were also turned off by the quick pace, the money and felt because we were trying to accomodate them, Alpha Sigma Phi was not selective enough.

In future dealings with local fraternities, I suggest that we excercise good judgment and patience. Even convincing the local to affiliate should be done with patience and a firm, direct approach.



MEMORANDUM

page three

Visitations

Visits to UNCC, East Carolina and Tulane have proved successful. Both UNCC and East Carolina are ready to be chartered this spring. The reactivation of Gamma Omicron is going well. We have initiated 9 men and the alumni of the Chapter are offering good support. Evin Varner spent four weeks in New Orleans taking the men through pledge education.

Policy for reactivations

The Tulane reactivation has caused a need to look at policies for reactivation.

I suggest that we:

- 1--Require achieving minimum standards before re-issuing the Charter.
- 2--Do not charge the "new" chapter the \$600 chartering fee, if the original charter and paraphernalia can be recovered.
- 3--Maintain interest group status, but not use Colony status.
- 4--To maintain continuity between Colonies and reactivations, men will be pledged, go through pledge education, and not be initiated unless there are unusual circumstances.
- 5--Try to involve Chapter alumni in the reactivation process and to get alumni to help the effort financially.

Scholarship funds

For campuses we want to establish a new Chapter or reactivate an old one, I suggest that we offer a cash scholarship. It would come in the form of a monthly stipend and last for no more than two years. For reactivations where there exists an alumni association

holding funds for the reactivation, the association should be required to supply at least one-half of the scholarship. I suggest that the scholarship fund be \$100 a month for no more than two years.



MEMORANDUM

page four

Mergers

I suggest that the Director of Expansion, the Executive Director and the Grand Senior President take an active and aggressive approach towards mergers with other national fraternities.

Education Conference and National Conventions

I suggest that each Colony or reactivation and each new Chapter (which has not been required to pay the \$150 Chapter fee) be allowed to send one delegate to the Ed Conference and the National Convention, at the expense of the National Fraternity.

If this will cause Alpha Sigma Phi to not be allowed to send a person on a campus under the scholarship program, the Director of Expansion recommends that the delegates be eligible to attend, but at their own expense.

UNCC and ECU--Colonies eligible for chartering

I recommend that UNCC be chartered this March 2-3, and that ECU be chartered April 6-7. Both have shown significant stability and progress. Formal request from the Colonies will be forthcoming.

Aid to Ben Ball

Because of Ben Ball's efforts to help establish a Chapter at East Carolina University, and because of his personal hardships, I recommend that Alpha Sigma Phi present him with a small scholarship for this semester.

List of proposed expansion sites.

January 26, 1979

George Washington University
Radford College
UNC-Asheville
Winthrop College
Wabash College
The Catholic University of America
George Mason University
University of Delaware
Longwood College
Randolph-Macon College
Ehlon College
Phieffer College
UNC-Chapel Hill
UNC-Greensboro
Greensboro College
Guilford College
Belmont Abbey
Wingate College
Clinch Valley College
VPI & SU
Memphis State University
James Madison University
Francis Marion College
Virginia Commonwealth University
Old Dominion University
Universtiy of South Carolina
College of Charleston
Clemson University
Georgia State University
Georgia Institute of Technology
Georgia Southern College
University of Florida
University of South Florida
University of Tampa
Florida Technological University
Florida Institute of Technology
University of New Orleans
Loyola (New Orleans)
Florida State University
University of Virginia
Pembroke State University
Louisiana State University
Louisiana Tech University
Northeast Louisiana University
Nicholls State University
Southeastern Lousiana University
Centenary College
University of Georgia

ALPHA SIGMA PHI FRATERNITY

MINUTES

GRAND COUNCIL MEETING

AUGUST 23-25, 1979

BLOOMINGTON, INDIANA

34. CALL TO ORDER:

Grand Senior President Richard A. Dexter called this meeting to order at 8:30 a.m. on Thursday, August 23, 1979.

35. ROLL CALL:

Members of the Grand Council in attendance were: GSP Richard A. Dexter; GJP Richard R. Gibbs; GT Richard S. Sanders; GM Evin C. Varner; GC Peter Tourtellot; and GC Stan Miller.

Others in attendance were: Kevin J. Garvey, Executive Director; Larry Philippi, Chapter Consultant; Jeffrey R. Hoffman, Expansion Consultant; Robert Sheehan, Chapter Consultant; and Dave Beckel, Chapter Consultant.

36. APPROVAL OF MINUTES OF JANUARY 26-27, 1979, GRAND COUNCIL MEETING:

Moved by Brother Varner, seconded by Brother Gibbs and passed, accepting the Minutes of the meetings of January 26 and 27, 1979, as distributed by mail following the respective meetings.

37. VOTE OF THE GRAND COUNCIL UNANIMOUSLY ACCEPTING STAN MILLER TO REPLACE MICHEL COCCIA ON THE GRAND COUNCIL THROUGH THE 1980

CONVENTION: Stan Miller will fill the remaining year of Michel Coccia's term as Grand Council member.

38. REPORT OF THE FINANCE COMMITTEE, SUBMITTED BY RICHARD SANDERS, GT,
CHAIRMAN (see attached Exhibit "A"):

- A. Moved by Brother Tourtellot, seconded by Brother Sanders and
passed unanimously, to raise the mileage paid to the staff for
travel on fraternity business from 14¢ to 15¢ per mile.
- B. The new, stricter control over budgeting procedures was discussed,
and the new forms will be put into effect by Merilyn Sipes,
Comptroller, under the direction of Richard Sanders, GT.
- C. Moved by Brother Miller, seconded by Brother Sanders and passed
unanimously, to sign the Balfour contract giving Balfour the rights
and privileges to manufacture our jewelry for the 1979-80 year.
- D. Moved by Brother Gibbs, seconded by Brother Tourtellot and passed
unanimously, to approve the loan application submitted by Beta
Zeta Chapter for \$1,200.
- E. Moved by Brother Tourtellot, seconded by Brother Miller and
passed unanimously, to raise the interest rate on the Reserve
Fund from 6% to 10%.
- F. We have developed a problem concerning the dues and fees structure
of our national organization. Through staff investigation it has
been found that many brothers have not been reported by name to
the national organization, and their dues have not been paid.
The Grand Council directed Brother Sanders to set up a committee
to investigate this matter and report to the Grand Council its
recommendations concerning this problem. See attached Exhibit "B."
- G. It was the consensus of the Grand Council that the issue of
total monetary amount to be given out for car insurance to the
staff should be discussed at the January, 1980, meeting.
staff

Moved by Brother Gibbs, seconded by Brother Tourtellot and passed,
4 to 1 (Miller opposing), approval of the 1979-80 Budget.

39. REPORT ON PUBLICATIONS, EVIN C. VARNER, DIRECTOR OF PUBLICATIONS:

Moved by Brother Gibbs, seconded by Brother Miller and passed
unanimously, to accept the Report on Publications, attached as
Exhibit "C." At this time the Grand Council commended Brother Varner
on the fine work he is doing in the field of publications.

40. REPORT OF THE GRAND MARSHAL, EVIN C. VARNER, GRAND MARSHAL:

Moved by Brother Gibbs, seconded by Brother Miller and passed, to
send one Pledge Ritual Book to each chapter by October 1, and to send
two more later when the Initiation Ritual can be included in the binder.

The Grand Council hereby proclaims the new Pledge Ritual the of-
ficial ritual for pledging into Alpha Sigma Phi Fraternity, as of
October 1, 1979.

41. REPORT ON CHAPTER SERVICES, BY LARRY PHILIPPI, DAVE BECKEL, AND
ROB SHEEHAN, CHAPTER CONSULTANTS:

Moved by Brother Gibbs, seconded by Brother Tourtellot and passed
unanimously, to accept the reports attached as Schedule "D."

Moved by Brother Gibbs, seconded by Brother Tourtellot and passed
unanimously, to suspend the charter of Alpha Mu Chapter at Baldwin-
Wallace College.

42. FUND-RAISING FOR MEMORIAL FUND: (See Exhibits "E" and "F")

Moved by Brother Tourtellot, seconded by Brother Gibbs and passed unanimously, that if the Memorial Fund does decide to go into fund-raising with a professional fund-raiser, it will use the services of Dorris, Valentine & Associates of Zionsville, Indiana.

Moved by Brother Miller, seconded by Brother Tourtellot and passed unanimously, that Alpha Sigma Phi Memorial Fund proceed with the fund-raising campaign with Dorris, Valentine & Associates, with the stipulation that we have a 100% guarantee of the fixed-fee refund, and that Ed Dorris or Jim Valentine personally handle the account for the duration of the campaign.

43. REPORT ON MERGER OF FUNDS, SUBMITTED BY GJP RICHARD GIBBS (Exhibit "G"):

Moved by Brother Miller, seconded by Brother Tourtellot and passed unanimously, to table discussion of the Merger of Funds until the January, 1980, Grand Council Meeting.

44. REPORT ON ALPHA SIGMA PHI FRATERNITY, SUBMITTED BY KEVIN J. GARVEY, EXECUTIVE DIRECTOR:

Brother Garvey outlined the success the Fraternity has experienced in the past year. Chapter services have improved and staff has been increased to serve the chapters. Manuals have been rewritten; there is an added person for expansion work to bring colonies to chartering status faster; new colonies are under way at East Carolina University

and Radford University, and a reactivation at Tulane University.

The financial situation concerning the General Fund is not as good as expected, with a deficit of \$13,000 reported for this past year. The causes for this deficit were 1) overspending at the 1978 National Convention, 2) the printing of five Tomahawks this past year instead of four, and 3) improvements at the National Headquarters building.

Brother Garvey is optimistic about the coming year and feels that with the excellent staff, and an enthusiastic and dedicated Grand Council, Alpha Sigma Phi will continue to see the Phoenix soar.

Moved by Brother Gibbs, seconded by Brother Miller and passed unanimously, to accept this report.

45. SCHOLARSHIP REPORT, SUBMITTED BY OTTO SONDER, DIRECTOR OF SCHOLARSHIP:

Brother Sonder reported he intends to send a mailing to all HSP's concerning their chapter's scholarship program. After this survey has been tabulated, he will formulate an overall scholarship program for Alpha Sigma Phi Fraternity.

Brother Sonder felt that by the 1980 Convention he would have a program on scholarship formulated for the Fraternity, along with scholarship awards to be given out to individual chapters.

Moved by Brother Gibbs, seconded by Brother Sanders and passed unanimously, to accept this report.

46. REPORT ON CAREER DEVELOPMENT & PLACEMENT, SUBMITTED BY ALAN G. STERNBERGH, DIRECTOR OF CAREER PLANNING & PLACEMENT:

Moved by Brother Gibbs, seconded by Brother Sanders and passed unanimously, to accept the report attached as Exhibit "H."

47. REPORT ON EXPANSION, SUBMITTED BY JEFF HOFFMAN, EXPANSION CONSULTANT

Moved by Brother Tourtellot, seconded by Brother Varner and passed unanimously, to accept the report attached as Exhibit "I."

48. REPORT ON ALPHA SIGMA PHI LIFE INSURANCE, SUBMITTED BY ALAN ZINK, OF AMERICAN INSURANCE ADMINISTRATORS:

It is felt at this time that Alpha Sigma Phi is not in a position to commence a life insurance program for its alumni. The Grand Council extended its appreciation to Alan Zink for his dedication and work in submitting the report attached as Exhibit "J."

49. REPORT ON PROVINCE SYSTEM, SUBMITTED BY JAMES HAMNER, NATIONAL PROVINCE PROGRAM COORDINATOR:

The first two weekends in April will be Alpha Sigma Phi Conclave Weekends. In this time period, every Province should have a Conclave. The Grand Council, Headquarters staff, and volunteer alumni will be scheduled into the programs of these Conclaves to help put on the meetings. It was felt by the Grand Council and staff that the Province System is the key to a successful operation of Alpha Sigma Phi Fraternity.

Moved by Brother Sanders, seconded by Brother Varner and passed unanimously, to accept this report.

50. 1980 CONVENTION SITE:

Moved by Brother Tourtellot, seconded by Brother Miller and passed unanimously, that the selection of the site for the 1980 National Convention be left to the Executive Director, Kevin J. Garvey.

51. PUBLICATION OF ALUMNI DIRECTORY:

Moved by Brother Miller, seconded by Brother Tourtellot and passed unanimously, to empower Kevin J. Garvey, Executive Director, and Evin C. Varner, Grand Marshal, to investigate and employ a firm to publish a directory of all Alpha Sigma Phi alumni.

52. TOMAHAWK LIFE SUBSCRIPTIONS AND INCREASING COSTS:

The next Grand Council meeting will deal with the issue of life subscriptions to the Tomahawk. It has been suggested by Director of Publications/Editor Evin Varner that a person receive the Tomahawk from his initiation date until five years later, at which time he would receive a card asking if he cares to continue to subscribe to the Tomahawk. Voluntary subscriptions would thus finance the Tomahawk.

The problem concerning rising costs of printing the Tomahawk will be addressed at the January, 1980, Grand Council meeting.

Two resolutions concerning the Tomahawk Fund were passed and signed by Richard A. Dexter, the Grand Senior President, and are included in these minutes as Exhibits K(1) and K(2).

53. HOUSING FOR WIDENER COLLEGE CHAPTER:

Moved by Brother Gibbs, seconded by Brother Varner and passed unani-
mously, that Alpha Sigma Phi Fraternity, through the A-S-P Corporation,
purchase the housing facility at Widener College on set terms which
are contained in the report attached as Exhibit "L."

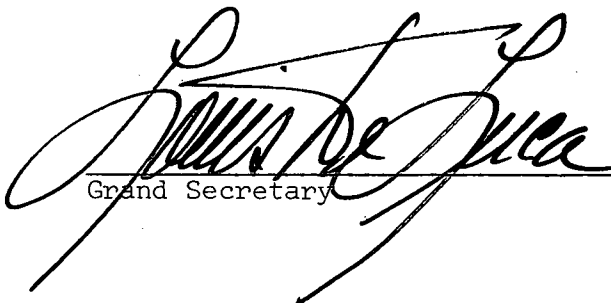
54. ADJOURNMENT:

At 5:35 p.m. on August 25, 1979, it was

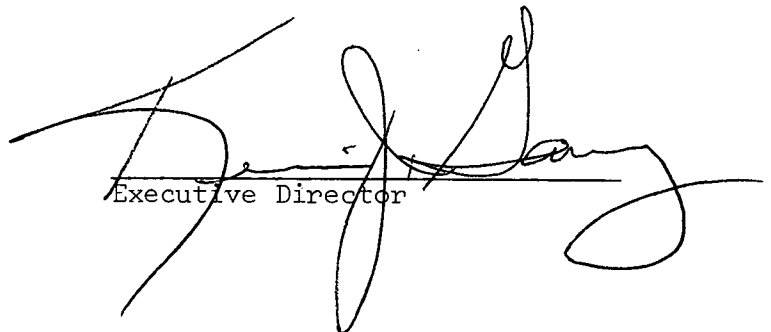
Moved by Brother Gibbs, seconded by Brother Sanders and passed
unanimously that the meeting be adjourned.

Respectfully Submitted

Certified Correct



Grand Secretary



Executive Director

ALPHA SIGMA PHI FRATERNITY

Finance Committee Agenda

August 22, 1979

Bloomington, Indiana

- Roll Call
- 1979-1980 Budget Approval
- Approval of set aside passive income
- Balfour Contract Signators
- Salary Increases
- 1980 Proposal for Collection Restructure - Garvey & Philippi

SALARY INCREASES

Name	Present Yearly	Present Monthly	Increases Monthly		1979-80 Yearly Salary
			7/1/79-12/31/79	1/1/80-6/30/80	
Merilyn Sipes	7200.00	600.00	635.00	665.00	7800.00
Carol Hallenbeck	6600.00	550.00	585.00	615.00	7200.00
Kathy Piatt	6000.00	500.00	535.00	565.00	6600.00
Kevin Garvey	13200.00	1100.00	1150.00	1200.00	14100.00
Jeff Hoffman	7200.00	600.00	635.00	665.00	7800.00
Dave Beckel	6600.00	550.00	550.00	650.00	7200.00
Rob Sheehan	6600.00	550.00	550.00	650.00	7200.00



MEMORANDUM

RECOMMENDATIONS FOR CHANGES IN COLLECTION PROCEDURES AND FEE STRUCTURESFor 1979-80: Improved Collection of Chapter Dues

1. Since all members receive services from HQ, regardless of whether they've paid pledge and initiation fees, bill every member for chapter dues according to the figures we now have (column H).
2. Do not send print-outs to chapters-- go ahead and bill them and let them take the initiative to challenge our figures. This is consistent with observation number 4. When we send printouts, we surrender control.
3. Have the chapter consultant collect a membership list from every chapter. This is the only direct contact we have with the chapter for verification. By getting names, we can begin to eliminate the large number of unpaid pledges and initiates, people who never intend to go "National". We also will have an accurate list of undergraduates if we wish to continue the chapter dues.

For 1979-80: Improved collection of Pledge and Initiation Fees

1. Encourage chapters to send in Bio forms with or without fees. The name is more important. If we have a name, we can bill either the chapter and/or the individual for both pledge and initiation fees. Without names we cannot collect on anything.
2. In order to ensure the acquisition of names if we move to direct individual billings, we should obtain a printout of each chapter's members from the college registrar's office. We could then cross check our records as an added control on membership. By doing this now, we can work out any flaws that may appear and see how many schools can accommodate us with a print-out.

For 1980-81: Convention Proposals

1. Find an alternative to chapter dues for increasing income for these reasons:
 - 1) It is difficult to maintain records accurately and up-to-date
 - 2) Most chapters pay dues out of general accounts rather than billing each individual \$7 in addition to local chapter dues as was originally intended
 - 3) Brothers who aren't "National" pay nothing, but receive HQ services
 - 4) Staff time sending correspondence and keeping books is excessive for the amount of income generated



MEMORANDUM

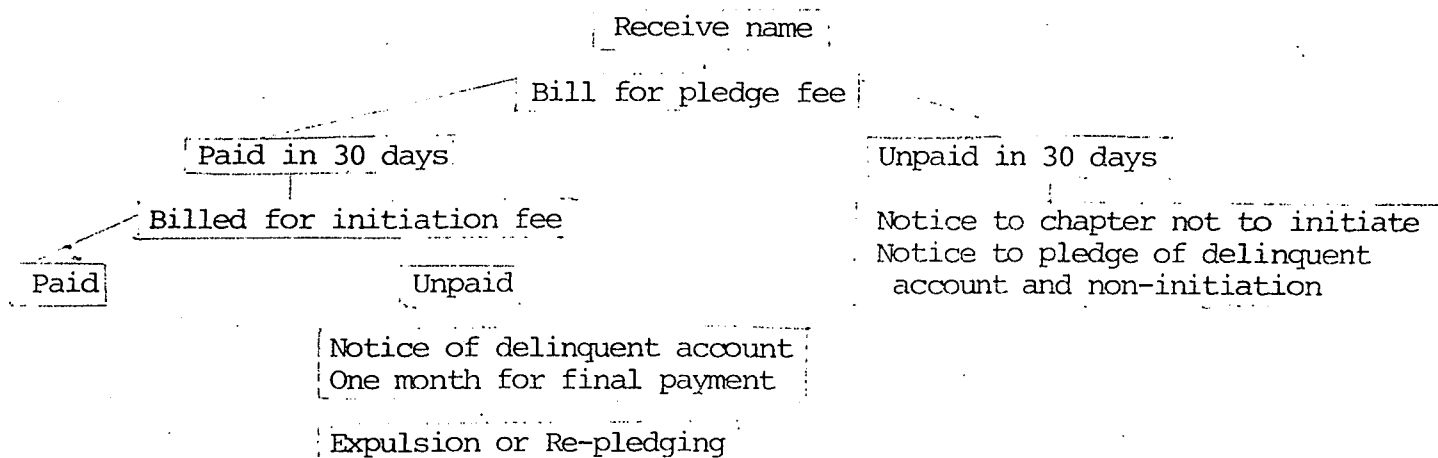
RECOMMENDATIONS FOR CHANGES IN COLLECTION PROCEDURE AND FEE STRUCTURES (page 2)

2. Bill individuals, using standardized billing forms, rather than chapters for pledge and initiation fees. Chapters have no incentive to collect money from members for the national organization. This is evidenced from the wide-spread double standard of National brothers vs. local brothers. If and only if we can motivate chapters to get the Bio forms in will we be able to collect money. In the long run, we will collect more. They are legally bound to pay once we have the name. We not only have their school address, but their home address as well and can send a bill home if necessary. It also takes the burden off the chapters of collecting national money in addition to the chapter dues they already have trouble with. Many brother feel guilty about asking other brothers for money, especially if its going outside the chapter. With "National" collecting, an ambiguous and formidable entity especially in the mind of a pledge or recent initiate, we have more clout in their minds and more people would pay. We could automatically bill a pledge for initiation fees.
3. Raise initiation fees from \$90 to \$120, keep pledge fees at \$30, and eliminate chapter dues. Inflation alone would justify these figures since there has not been a change since 1976. These figures still keep us very competitive with other national fraternities over a four year period. Also, in addition to the pin, membership card, shingle, and Tomahawk subscription, they now receive, we should add a T-shirt and album. Members seem to always focus on the concrete returns for their money. This would add some very concret benefits at a minimum cost (\$2.75). We have 1500 albums that are taking up needed space at HQ and that have been written off for several years. We keep an inventory of T-shirts at HQ anyhow, so storage would not be a problem.
4. Implement an incentive plan for chapters to turn in pledges name and take larger pledge classes. We could set a high goal determined from past pledge reports for each chapter to meet, and then let them keep any pledge or initiation fees beyond that number as a reward.

put chd vots
 on this
 \$120 is paid a time
 \$150 if no paid
 reward
 put \$150
 if paid - as much
 \$120



MEMORANDUM

BILL COLLECTING PROCEDURE

- 1) Obtain names from pledge and Bio forms
- 2) Bill the individual for pledge fees within thirty days, with a reminder of upcoming initiation fees
- 3) A - If pledge fee is paid within 30 days, bill immediately for initiation fees. Initiation fees are due according to the following:
 - *a. Pledge period ends between September 1 and January 1, initiation fee is due no later than January 1.
 - *b. Pledge period ends between January 2 and August 30, initiation fee is due no later than September 1.
- B - If pledge fee is not paid within 30 days, send a notice of delinquent accounts and a demand for payment within one month. Expulsion or repledging is the recourse for not paying within that time. A letter will be sent to the chapter informing them of the pledge's status and probably some form of enforcement will need to be adopted at the convention to ensure the pledge is ousted.

* These specific dates were chosen because they reflected the times when most members have money available to pay debts, that is, after they have worked all summer, and after they have been home at Christmas.



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

May 23, 1979

Explanation of Data

- A - Brothers who paid dues to their chapter during 1978-79. This information was collected by the chapter consultant. Time discrepancies have been accounted for.
- B - Brothers billed for national chapter dues (\$7) plus pledges. This number should be the same as in A if we billed correctly. It should indicate to us which chapters misrepresented the number of members to HQ for the October 1978 billing. (Add D + G for Total B)
- C - This is the number of members we originally billed for before the chapter made alterations in the printout.
- D - This column represents the number of members charged for after adjustments of the printouts by the chapters.
- E - This column represents the number of members we should have billed. It was derived by subtracting the number of pledges from total dues paying members.
- F - This column represents the number of seniors during 1978-79.
- G - This column represents the number of pledges during 1978-79.
- H - This column represents the number of members we should bill for in 1979-80. It was derived by subtracting the number of seniors from total dues payers.

Problems with the figures:

1. Data was collected at different times of the year. Estimates were made about how many pledges were initiated, how many dropped out. Pledge and initiation records minimize inaccuracies here though.
2. We have no information included here on pledges that weren't processed yet.
3. A certain number of members will drop out or transfer during the year.
4. Some of the figures were incomplete, so they were estimated.
5. It was difficult to decide when any certain pledge class became initiated so they would be counted as pledges or brothers.
6. These figures do not include any pledges or initiates beyond May 10, 1979.

	A Dues Paying	B Billed + Pledges	C Billed 10/78	D Adjusted Billed	E Should have Billed	F Seniors	G Pledges		H To be Billed
American	30	35	21	21	16	4	14		26
Atlantic Christian	34	36	28	18	16	8	18		26
Baldwin Wallace	42	24	19	15	33	12	9		30
Bethany	53	34	29	16	33	7	18		46
Bowling Green	32	32	19	19	19	6	13		26
Cincinnati	5	1	6	0	4	1	1		4
Coe	13	14	7	7	6	1	7		12
Concord	46	34	17	17	29	9	17		37
Cornell	45	35	24	24	34	11	11		34
Davis & Elkins	15	7	13	0	8	2	7		13
Eastern Michigan	13	11	11	11	11	1	0		12
Findlay	23	14	4	4	13	3	10		20
Hartwick	54	71	50	43	26	12	28		42
Illinois	49	37	26	23	38	8	11		41
IIT	42	42	37	27	27	11	15		31
Indiana	82	80	39	39	41	10	41		72
Iowa State	45	53	31	31	23	4	22		41
Lawrence Tech	17	23	21	21	15	4	2		13
Lehigh	49	25	14	14	38	12	11		37
Loyola	39	22	25	22	25	4	0		35
Lycoming	35	23	27	14	26	6	9		29
Marietta	36	23	14	14	27	12	9		24
Michigan	20	21	19	13	12	4	8		16
Missouri Valley	35	32	34	17	20	7	15		28
Morris Harvey	12	20	20	20	12	3	0		9
N.C. State	40	49	25	25	16	5	24		35
UNCC	17								
Northern Michigan	30	30	22	11	11	4	19		26
Subtotal	953	828	599	489	619	171	339		765

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>		<u>H</u>
Ohio Northern	53	38	44	31	46	12	7		41
Ohio State	17	18	20	11	10	3	7		14
Oklahoma	39	53	41	34	20	9	19		30
Oregon State	96	71	43	43	68	17	28		79
Pennsylvania	12	13	10	6	5	9	7		3
Penn State	58	57	58	38	39	10	19		48
Presbyterian	38	41	20	20	17	9	21		29
Purdue	109	91	99	54	72	21	37		88
RPI	44	42	42	37	39	10	5		34
Rio Grande	35	37	20	20	18	6	17		29
Rutgers	40	41	32	21	20	2	20		38
Slippery Rock	32	19	11	11	24	6	8		26
Stanford	17	45	27	27	27	3	18		14
Stevens Tech	31	35	20	20	16	10	15		21
Toledo	45	42	23	23	26	8	19		37
Tri State	27	21	10	10	16	6	11		21
Wagner	18	10	0	0	8	2	10		16
Wake Forest	54	69	57	46	31	4	23		50
Washington	110	76	74	45	79	36	31		74
Westminster	79	75	51	38	42	12	37		67
Widener	59	34	24	24	49	7	10		52
East Carolina									
Radford									
Tulane									
Subtotal	1013	928	726	559	662	202	369		811
Subtotal page 1	953	828	599	489	619	171	339		765
TOTAL	1966	1756	1325	1048	1281	373	708		1576

Observations and Conclusions

1. Collection of chapter dues by HQ is not effective. 233 members who didn't pay dues, including more than 10 each at 16 chapters (compare column A with B). If we are to continue our present method of mailing printouts, where chapters deducted 277 people, these particular 16 chapters should be closely scrutinized to eliminate cheating. However, it will be impossible through our present method to tell if any chapter is cheating until the end of the school year.
2. HQ has data, but no control over its initiate numbers. Printouts are not helpful because they only accurately account for pledges who are initiated as freshmen. If a person pledges his sophomore, junior, or senior year, he is left on the prinout for four years anyhow. This is why it has been necessary to send printouts to chapters for correction, which surrenders control of our accounts. Actually, we have the necessary information on the bio forms, but is the staff time needed to cross check those figures justified as an expense against the added revenue from accuracy? Also, can we get the computer to do it? We also would have to account for transfers and dropouts and adjust our records.
3. There seems to be some confusion about the time period we are billing for. Did the October 1978 billing pay for the 1977-78 school year or the 1978-79 year? At any rate, because we bill in OCTober, only three out of four years of services are being paid for. Either the seniors from the previous year, or the freshmen for the coming year are not paying for services from HQ. This seems to be an area where revenue from chapter dues could be greatly increased, by changing the billing date ahead so at least some freshmen members pay, or by making the billing retroactive so that the seniors pay for services of the previous year. Either way, it picks up an additional year of revenue.
4. Chapters respond to billing from HQ. 24 out of 49 chapters paid exactly what we billed them for in October. This suggests several things a) our records are very accurate and we billed them for the correct amount, or b) we under billed and they thought they were getting a bargain so paid it, no questions asked, or c) chapters have a habit of paying whatever we billed them for because they trust our judgement and records as accurate. My inclinations point toward the last interpretation and seem to suggest that in the future we do more billing not only for chapter dues and fees, but for pledge and initiation fees. The fact that five chapters paid more than they had to indicates they took our records for granted.
5. There are a substantial number (317) of dues paying brothers who have never paid initiation fees and maybe pledge fees to HQ. This is indicated by comparisons of columns A to B, and D to E. This represents a tremendous loss of income. These people have received our services and have not paid a cent. Presently we rely on the chapter to act as our collection agency and reporter, which has been inadequate for maintaining an accurate list of members and paid up fees. In order to control these delinquencies, HQ must gain access to pledge and initiate names. Either HQ must provide incentive for chapters to report better, or it must directly control pledges and initiates through the chapter consultant and direct billing to the individuals.



EVIN C. VARNER
EDITOR
BOX 4351
CHARLOTTE, N.C. 28204
704-372-8880

August 18, 1979

To: The Grand Council

From: Evin Varner, Director of Publications

It's been a productive year!

Tomahawk -- Reponse from members and Chapters continues to build; each issue there is 24 pages of material for 12 pages of space. "Operation Information" resulted in remarkable returns and excellent data. It demonstrates that our alumni, finding that the Fraternity now responds, will respond to the Fraternity. The publication will continue to support various programs of the Fraternity -- Career Development, expansion, fund-raising, volunteerism, etc. Strongly recommend that Tommy continue to be candid in reporting on "warts" -- Chapter closings, problems, needs. Regarding funding, the finance committee has the Director's thoughts. Available is a comprehensive study done by Teke on advertising. This avenue is not available to us at the present time, but the background information is valuable.

Gazette-- Difficulties of producing as timely and frequent a publication as needed has brought a move of The Gazette to headquarters. Director has worked with staff on incorporating "Update" with Gazette. Headquarters has better access to current news and data from and about Chapters so move should result in more meaningful, useful publication plus giving publication experience to staff. Director will continue to write and assist on Gazette as needed. Strongly recommend continuation of "White Paper" how-to section.

Graphics -- By trading out professional services, we have obtained some \$2000 worth of design work, primarily centering around the Phoenix mark introduced at Convention '78. (Undergraduate reaction to the mark has been major and amazing.)) Art has been produced for current and anticipated needs - manual covers, decals, bumper stickers, posters, Nec, Convention, and other applications that should continue to upgrade the image of the Fraternity both within and without. Clip art sheet has been produced for use by Chapters and alumni groups.



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-2-

Ritual -- Pledge ritual re-written and produced in accordance with Council's directive. Work has begun on regular ritual -- some reserach, some section re-written, IIT members working on art for diagrams. High priority.

Forms -- Continued updating. New invoice form added to items such as province activities report and even a form about forms. Member biographical data form needs updating.

Volunteers -- Two are actively in place -- Tyler Cox and Eric Jacobson. Letters continue going out soliciting additional volunteers. Two upcoming stories will be under byline of alumni. Council and others can assist in this area.

Headquarters -- Two visits during year. One to work with Director Al Sternbergh. The other for general updating and co-ordination. Current support staff has been most helpful, particularly since Director no longer has any personal staff assistance.

Manuals -- Manuscripts done on Commuter Campus Handbook (and reviewed very favorably by many deans); Chapter Anniversary Handbook; Province Handbook; Postal information Guide. Minimum standards published. With Larry, Little Sisters manual, rush manual, Chapter retreats, officer manual work done. Rush manual should be published shortly. With Jeff, Colony Guidance Handbook, expansion recruiting packet along with special expansion graphics and materials produced. Work begun on official style sheet and guide for use by staff and volunteers.

A priority item should be a "Catalog" of all Fraternity's available materials and services. An outline has been started on this.

A goal should be to have resource material ready for photo copying or publication on every aspect of Chapter and alumni work, ready to respond to requests or needs. We are a long way from that goal, but making progress.

Chapter contact -- Every Chapter has received one or more personal letters from Director during year plus several mass mailings. Surveys, including Chapter housing, have been done. (Data developed for publication purposes often results in useful information for other aspects of Fraternity operation.) Feature material on several Chapters developed. (Such "strokes" or spotlighting seems to bring some Chapters into a better relationship with the national organization in a dramatic manner.)



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--3--

Logged during the year were 322 letters to Chapters, deans, alumni, but more than that went out. Assisted eight Chapters with requests concerning starting or improving newsletters. Wrote ritual for local at UNC-Asheville. Expansion visits to Radford, UNC-Greensboro, University of South Florida, University of Central Florida. Continued personal contact with Tulane group. Visits and work with UNC, NC State and Wake Forest. Taught pledge education at Wake Forest. Represented Fraternity at colonization at Radford.

Interfraternal -- Continued active in College Fraternity Editors Association. Provided critiques and help to five publications during year on request. Moved from CFEA board to Secretary and program chair for coming year. Presented workshop for new editors at recent annual meeting. Sat in on some FEA sessions.

Misc. -- Photo files are finally in usable shape, the first in 50 years! Not as documented as ideal but usable for many purposes. Jeff assisted in final major filing. Much artwork and materials transferred from Charlotte to headquarters for more accessibility and to give staff more experience in co-ordinating printing should director get hit by a truck. Considerable time in correspondence relating to NAASP.!

Summary:

1-Need to move on new funding sources for The Tomahawk including removal of automatic life subscription. "Life" subscription program for \$150 or so should be considered. Offered after 5-10 years of "free" subscription. (This would dovetail with Career Development plan to formalize personal contact with members at stated intervals, which should also help in our ongoing alumni, volunteer and funding programs.)

2-Study how to start trimming out lists. No immediate but long range savings. Need to start updating addresses from initiation address after X years. Consider directory publication to clean list. Study how to delete "deadwood" from lists.

3-With inroads finally being made in long-neglected areas of graphics, forms, manuals and other support publications, priorities are not as obvious. With input from staff, directors, volunteers, Chapters and Council, it is time to develop a longer-range program of needed materials with priorities based on needs and potential budget along with timetables.

CHAPTER SERVICES

EXHIBIT D



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

David Beckel
Chapter Consultant
1979-1980
Goals and Objectives

As chapter consultant I will visit every chapter once and a few chapters twice. During my visit with the chapters I will be concerned with two areas, Alumni and Chapters operations.

For the alumni:

1. Finding address for the lost brothers.
2. Looking for good alumni who can be of service to the fraternity.
3. Inspiring the alumni to take active parts in this fraternity.

For the chapter:

1. To work with the chapter in all areas of chapter operations.
 - a) rush
 - b) finance
 - c) social
 - d) housing
 - e) rituals
 - f) programingAnd to help these brothers achieve the high standards we strive for while meeting the minimum standards.
2. To project a positive image of the National Organization to the undergraduates and community.
3. To work with the college administrators.
4. To keep note of possible expansion sites.

My over all goal is to maintain the phoenix's flight, while carrying it higher!



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

TO: Grand Council
FR: Rob Sheehan, Chapter Consultant
RE: Goals and Responsibilities
DT: August 23, 1979

Since coming on to the staff, I have become much more aware of the challenges facing the fraternity world and Alpha Sigma Phi today. I see our challenge, specifically, to be to provide a quality service to our brotherhood and consequently meeting our goals for 1980. My role in the challenge is, I feel, an exciting one. I see my newly created position as having three areas of responsibility: Expansion, Chapter Services, and Alumni Affairs.

I. Expansion

- To work with the colonies and bring them to chartering status (Minimum Stand.) by making extended visits.
- To incorporate flexibility in scheduling in order to reach problem colonies quickly.
- To charter Tulane University reactivation by December 1979.
- To charter East Carolina University colony by December 1979.
- To charter Radford University colony by March 1980.
- To visit each colony every six weeks depending on their progress and our budget.
- Visits will involve goal-setting among officers, alumni, committees, and individual members, as well as further education in operations and programming.

II. Chapter Services

- To coordinate efforts with the Chapter Consultant Dave Beckel in order to visit weak chapters as soon as possible and in the most efficient manner.
- To make some regular consultations.
- To aide in the writing and rewriting of manuals, handouts and publications for use in Expansion and Consultation.
- To help chapters, as well as colonies, help themselves.
- To have all chapters meet Minimum Standards, increase the average number of men in each chapter to 30, and raise the quality of operations and programming in each chapter.

III. Alumni Affairs

- To recruit alumni volunteers as GCA's, GPC's, committee men for program areas, and other volunteer positions.

- To research lost brother's addresses while on various campuses.
- To coordinate efforts with Executive Director Kevin Garvey in setting up various alumni luncheons in different metropolitan areas.

IV. Work To Date

- Participation in FEA Expansion and Assistant's Sessions.
- Visit with Charles Garrido and Miami Administration concerning expansion on that campus.
- Completion of Consultant and Expansion Training given by Larry Philippi and Jeff Hoffman.
- Participation in Alcohol Awareness program at The Ohio State University.
- Participation in the NIC New Field Staff Seminar.
- Meeting with Marshall University Alumni Association concerning reactivation on that campus.
- Aide in the writing and rewriting of the manuals, handouts, and publications done in the office this summer. Specific work was done in HQ Services, Hazing, Pledge Education, Ritual Review, Rush, Colony and Chapter Reporting Forms, and smaller contributions in other areas.
- Aide in preparation for the National Educational Conference.
- Completion of Itinerary to November 1979.

V. Itinerary

- Tulane University reactivation will be visited from Aug. 27 to Sept. 2. Further visits will depend on the progress of the colony and our budget.
- East Carolina University colony will be visited from Sept. 3 to 9. Another visit will be made from Oct. 31 to Nov. 7.
- Radford University colony will be visited from Sept. 15 to 21. Another visit will be made to the Radford colony from Oct. 26 to 31.
- The following chapters will be given regular three-day visits before Nov.: American University, Presbyterian College, Wake Forest University, North Carolina State University, Atlantic Christian College, University of Charleston, Davis & Elkins College, Slippery Rock State College, and Concord College. An extended visit of six days will be made to the University of North Carolina at Charlotte.
- My itinerary is open from Nov. 7 on in order to reach problem spots, new colonies, or other chapters.

I am looking forward to the coming year with excitement and confidence concerning the challenge before us and in the training we have received, with the hope that my effort may aide in the Phoenix's ever climbing flight.

Ketchum, Inc.

FUND-RAISING COUNSEL
Chatham Center, Pittsburgh, Pennsylvania 15219 · Telephone 412-281-1481

July 11, 1979

Robert J. Simonds
Vice President

Mr. Kevin J. Garvey
Executive Director
Alpha Sigma Phi Fraternity
24 West William Street
Delaware, Ohio 43015

Dear Kevin:

It was a real pleasure to meet you on July 9 and to learn more about the needs of Alpha Sigma Phi. I considered it a special treat to have some time with my old friend Ralph Burns; thanks for arranging this!

Thanks also for giving me the Spring '79 issue of The Tomahawk, which I found quite readable (I had not seen the present tabloid) and interesting (especially the brief tributes to previous Editors). I noted with interest the "Operation Information" form and commend the Fraternity for asking for the kinds of data requested. Keep it up!

As promised, this letter will summarize our discussion and spell out how we believe we can best assist Alpha Sigma Phi in a program to meet certain of its fund-raising goals.

The Case for Alpha Sigma Phi

It is our understanding that through its Memorial Fund, Alpha Sigma Phi can offer contributors an opportunity to make tax-deductible gifts which provide scholarships, underwrite part of the Educational Conference, and, subject to additional exploration with the IRS, aid in compensation of your Chapter Consultants and in the publication of The Tomahawk.

Observations

1. Since Alpha Sigma Phi has never before had a major fund-raising campaign, it is imperative that planning and execution be carried out along lines which will help assure success.

REGIONAL OFFICES

American Building, Charlotte, NC 28286 · Prudential Plaza, Chicago, IL 60601 · One Main Place, Dallas, TX 75250 · One Federal Street, Boston, MA 02110

MEMBER OF THE AMERICAN ASSOCIATION OF FUND-RAISING COUNSEL

Mr. Kevin J. Garvey
July 11, 1979
Page 2

2. The fact that members of the Grand Council are enthusiastic about a fund-raising program is a "plus"; without their commitment, the program will have difficulty in attaining any real degree of success.
3. The preliminary research you have done can be built upon effectively in moving into a campaign.
4. Information Ralph Burns is doubtless carrying around "in his head" is vital in identifying key prospects.
5. The fact that the fraternity system is regaining strength and Alpha Sigma Phi is taking advantage of good expansion opportunities bodes well for the future.
6. Your "needs package" has appeal -- especially because it relates to scholarships and leadership -- and can be merchandised effectively to alumni and continue to care about the Fraternity and the fraternity system.

A Preliminary Judgment

Given all the information we have and our experience with other Greek-letter fraternities, it is our opinion that Alpha Sigma Phi can raise a substantial amount of money, provided its fund-raising efforts are:

- . Carefully planned,
- . Sensitively executed in keeping with sound strategy, and
- . Undergirded by the experience of the largest and most seasoned firm in the field of professional fund-raising, Ketchum, Inc.

Qualifications of Ketchum, Inc.

The literature I left with you on July 9 reflects the experience our firm has had over the past 60 years. The largest portion of our work for many years has been with educational institutions.

Mr. Kevin J. Garvey
July 11, 1979
Page 3

The management of our firm includes a number of fraternity alumni. For example, David S. Ketchum, Chairman of the Board, is a Cornell SAE. Charles E. Trimble, a senior supervisory officer, is a Phi Kappa Tau from Texas. You may remember that I am a member of Alpha Tau Omega (I had the unusual privilege of serving as president of three chapters during my undergraduate career, later worked as a chapter consultant, was editor of The Palm, director of the Chapter Officers Conference, and chairman of the High Council).

In brief, we understand both the opportunities and the problems that attend raising money from the kind of scattered constituency represented by a college fraternity.

Recommendations

It is a pleasure to offer the following recommendations to Alpha Sigma Phi:

1. Continue to define the urgent needs of the Fraternity that would be met in a fund-raising campaign and seek (as necessary) IRS clarification on the Chapter Consultants and Tomahawk items.
2. Continue to promote participation in the Loyalty Fund and follow up with appropriate recognition in The Tomahawk -- especially those Honor Roll members who qualify for the various "clubs" which have been created.
3. Obtain the commitment of the Grand Council to move into a major fund-raising program.
4. Retain Ketchum, Inc. as fund-raising counsel.

Ketchum, Inc. Service

To assist Alpha Sigma Phi in embarking upon a major fund-raising program, we would assign for one month a member of our staff. Under my supervision, the Campaign Director (all things equal, it would be our recommendation that he be a fraternity man himself) would:

Mr. Kevin J. Garvey
July 11, 1979
Page 4

1. Articulate the case for support.
2. Develop a plan of campaign and a timetable.
3. Aid in research to identify prospects for a special-gifts campaign that would seek contributions commensurate with the standards of giving required for success in capital programs.
4. Prepare appropriate visual aids (for example, a flip chart) to be used in small meetings with carefully selected prospects.
5. Work closely with you in determining a city with a good concentration of Alpha Sigma Phi giving potential and then set up a "pilot" or demonstration program there, with an information meeting followed by personal solicitation of the carefully selected prospects.
6. Train you (and possibly other members of your staff) to plan and execute the information/solicitation program in other key cities and areas.

Costs

Our fee for the service of the Campaign Director as described above would be Eight Thousand Dollars (\$8,000), plus the cost of travel as required to meet with key Alpha Sigma Phi officials. (It would be wise to establish a modest budget for printing to cover any items that could not be produced at your headquarters and, although we would hope that the luncheons or dinners would be hosted by alumni, it might be well to establish a budget for the demonstration meeting.)

Conclusion

Alpha Sigma Phi is at a critical juncture. If the decision is made to move into a major fund-raising effort, this will require not only a high degree of commitment from the Grand Council but also a significant portion of your time.

The dollar costs involved, like your participation, should be regarded as an investment that can pay dividends.

Mr. Kevin J. Garvey
July 11, 1979
Page 5

I have noted on my calendar dates of the Educational Conference. (By the way, they overlap with our own Summer Staff Conference in Ketchum, Inc., so if I am to be invited to Bloomington, I would need to be there on August 23 or 24.)

Please give me a call if you have any questions. Meanwhile, I have noted Grand Senior President Dexter's telephone number and hope to give him a call one of these days soon when I am in the New York/New Jersey area.

Very best wishes.

Cordially,

Robert J. Simonds
Robert J. Simonds *RJS*

RJS/pjc



DORRIS, VALENTINE & ASSOCIATES
po box 211
zionsville, indiana 46077

PROPOSAL FOR ENDOWMENT DEVELOPMENT

At the present time the Foundation should undertake to identify a core of about 250 wealthy and/or committed prospects for major gifts of both an immediate and deferred nature. The Foundation should undertake to educate these prospects about the accomplishments and future programs of the Foundation, motivate these prospects to provide meaningful input into new programming, and solicit these prospects for large gifts to support the Foundation's programming.

The process of educating, motivating and soliciting core prospects can only be successfully accomplished in face-to-face solicitations with these prospects. Before this can be accomplished, however, the proper structure for an Endowment Campaign must be established.

To accomplish the above, and to assist in the obtaining of large Endowment gifts Dorris Valentine & Associates shall work with the Alpha Sigma Phi Memorial Foundation to perform the following:

1. Develop a long range Plan of Action for the solicitation of major Endowment gifts.
2. Establish gift policies for gifts other than cash.

3. Prepare a compelling endowment case statement, and help place price tags on specific giving opportunities.
4. Assist in establishing an endowment development committee to spearhead the campaign.
5. Set up timetables, dollar goals, giving opportunities, etc for the campaign.
6. Write needed brochures, printed materials and visual aids, including a slide-film presentation.
7. Organize and help conduct the research of core prospects.
8. Insure that the program obtains all necessary legal documents and other formalities.
9. Help identify core prospects from existing records.
10. Determine the campaign structure needed, based on leadership assessment and campaign objectives.
11. Select and train key volunteers.
12. Devise strategies for approaching each core prospect.
13. Participate on solicitation calls on key prospects, especially lead gifts to the campaign.
14. Establish meaningful recognition programs for major donors.
15. Assist in the preparation of gift proposals, and provide tax planning advice for gifts requiring such input to the donor.
16. Monitor campaign progress.

This Endowment Development Program provides for approximately 75 days of consultation by DVA during a two year period. Specific timetables of activity will be determined following an initial evaluation phase.

The above program will be conducted by Dorris, Valentine & Associates for a fee of \$23,800.00. All travel, lodging and meal expenses of the consultant will be paid by the Foundation.

date _____

Accepted for Alpha Sigma Phi Memorial Foundation

by _____

date _____

Accepted for Dorris, Valentine & Associates

by _____



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

August 6, 1979

Grand Council
Program Director
Fund Boards

Subject: Merger of Funds

At the direction of Grand Senior President Richard Dexter, I have been pursuing the merger of the various funds of Alpha Sigma Phi. Based on the rulings that we received from the IRS, I would like to recommend that the following fund merger be considered.

That the Tomahawk Fund, the ASP Corporation monies and the Memorial Fund all be put together into the Memorial Fund and the Memorial Fund be named the Ralph F. Burnes Memorial Funds. The IRS has ruled that the Memorial Fund can make housing loans. In addition, the IRS has indicated that the Memorial Fund can loan up to 40% of its assets in housing mortgage loans for Fraternity Houses. These mortgage loans that the Memorial Fund would have must be loans made on the basis of sound physical management and be properties that could be sold in the event the fraternity at the particular chapter disbanded. The balance of the monies would be invested in stocks, bonds, etc. as it has been in the past. The earnings of the Memorial Fund can be used for educational purposes which include support of the chapter drives or educational conferences, etc. and the loaning of money on first and second mortgages to the chapters or the outright ownership of a chapter's house would probably give a greater rate of return to the Memorial Fund than some of the other investments that have been made with the fund.

The method of accomplishing this would be to immediately transfer the Tomahawk Fund monies into the Memorial Fund. The trust agreement on the Tomahawk Fund was dissolved a number of years ago, so all that is required is a vote by the Grand Council that the Tomahawk Fund be dissolved and the monies transferred to the Memorial Fund. This will then allow the Tomahawk monies to be invested in chapter mortgages up to 40% of the total assets in the Memorial Fund. The earnings will be exempt as long as they are spent on educational purposes that the Memorial Fund is set up to support and we will get rid of one more fund.

The ASP Corporation, I would propose that every year that the Board of Directors and the Grand Council cash in the shares of stock that they have equal approximately to the amount of cash that has built up in the ASP Corporation through the repayment of mortgage loans it presently has and transfer these monies to the Memorial Fund. All future loans to be made out of the Memorial Fund and the ASP Corporation over a period of years would eventually liquidate itself as these loans were paid off. This would mean that the ASP Corporation will operate as a separate accounting entity for a number of years, possibly as long as ten, but it will grow smaller every year and believe that this is preferable to trying to transfer the ownership of the various second mortgages around the country to the Memorial Fund. It would be easier to leave this in the ASP Corporation name and transfer the earnings each year as well as the principal that has been repaid back to the General Fund by the General Fund cashing in their shares of stock and these monies being transferred to the Memorial Fund. According to George Lord, the ASP Corporation major share holder, which is the fraternity, can vote to set up this method of dissolving the corporation or any other method. All it takes is a vote by the Grand Council.

At the conclusion of these fund mergers, we would then have the following funds:

General Fund - the annual operating fund for the fraternity - no change in this fund.

Reserve Fund - the emergency loan fund for chapters - there would be no change in this fund.

Ralph Burns Memorial Fund - this would have the bulk of the assets of the fraternity, would make all new chapter housing loans, and possibly in the future outright own one or two or more of the chapter houses as it has done in the other fraternities - a limit of 40% total assets to be invested in fraternity house mortgages.

ASP Corporation - this corporation would continue in existence until it liquidated itself by the last mortgage being paid off. At the conclusion of this, the Grand Council could vote as to whether to keep the corporate identity in case at some future time it might be advantageous to have this corporation for some reason or to completely liquidate the corporation and close its books out.

The mechanics of merging the fund are relatively simple, particularly since the Tomahawk Fund trust indenture has been dissolved. I believe that this fund merger would be of great benefit to the fraternity. It will reduce bookkeeping. It probably would reduce interference by the IRS and other problems we have had recently from the IRS. In

Page 3 - Merger of Funds
August 6, 1979

the future, by pulling the funds into one fund, we may be able to make more advantageous investments and get a better return on these investments. Also by having more monies in one fund, we may be able to help the chapters needing new housing out because of the greater availability of larger amounts of money; thus, helping the fraternity in general.

It is my request that this fund merger be addressed at the Grand Council Meeting at the Educational Conference this August with all directors, members of the governing boards of the various funds, etc. being present and at the meeting that this is discussed that this be the only topic at the meeting.

Fraternally yours,

Richard R. Gibbs / jlw
Richard R. Gibbs

RRG/jlw



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

August 7, 1979

TO: The Grand Council of Alpha Sigma Phi Fraternity
FM: Alan Sternbergh - Director, Career Development

First, as I begin this Report, a big THANK YOU to the entire Headquarters Staff for making my job in career development, this past year, easy. Special accolades to Brothers Varner and Garvey for their encouragement, ideas, suggestions on how this particular vehicle might function best for all Brothers of Alpha Sigma Phi.

In our one meeting, together, at Headquarters, this past year, we did develop an excellent overall plan for the types of things we want to accomplish through the career development arm of the fraternity. It is a very ambitious plan. I do not know if we can do all of the things we'd like to within the time frame of a single, given year. At least, it will be difficult for one person to accomplish. However, with the appropriate assistance, and assistants, we shall come very close, indeed, to most of the goals set. -- I have suggested that we develop an "active" Advisory Board for Career Development. Two people have already been contacted, by mail. They are Michael Sardinsky, a Career Services Officer at Slippery Rock State College, and Wallace Abel, semi-retired, now living in Scottsdale, Arizona. These Brothers, along with others we might add to the Advisory Board, would provide input, basically along the lines of writing articles, suggesting projects, etc.

Sardinsky can provide the dimension of his prospective as a placement person in a state oriented institution, which operates differently than does a private-church related college for which I would be the "speaker". Abel spent many years as Director of Advertising/PR for General Motors Corporation, including Overseas Operations. At one time, - Abel was The top Executive in his field, for GMC! I have already asked him to submit material for an article which he has done. It has already been sent to National. I further propose we "ask" for others to join the Advisory Board as writers-resource people to serve in any capacity they might feel willing and confident to handle. This would include the recent graduate who could tell a great deal about adjusting on the first job, etc.....A well-planned article, perhaps questionnaire in a forthcoming fraternity tabloid, etc., could provide these people for us.

I believe we can accomplish much in 1979-80 including the continuation of timely material, in print, continued augmentation of the Guide to Career Planning and Placement, the Senior Career Manual/Folio, increasing promotion of Career Programs within the Chapters, Posters/Promotional Visuals directed towards jobs/Careers, etc.....Budgetwise, I look to the Council for advice. I am not looking to spend precious monetary resources, foolishly...

Thanks to the Grand Council for support in this new venture for AΣΦ. I look forward to an even closer relationship in the year(s) ahead as we proceed with our Career Development Programming.....

ALPHA SIGMA PHI FRATERNITY



MEMORANDUM

To: The Grand Council
From: Jeff Hoffman, Expansion Consultant
Re: Report on activities

Date: August 23, 1979
Bloomington, Indiana

Goals set for the expansion program at the Winter Grand Council meeting were to establish 3-4 new Colonies, charter UNCC, and possibly charter East Carolina by late Spring. We added one Colony at Radford University, and started an interest group at George Washington University. UNCC was chartered. East Carolina fell short of minimum standards and the chartering has been postponed until this Fall.

We made presentations to local fraternities at UNC-Asheville and Duke University. The local at UNC-A decided not to affiliate with us, and the local at Duke decided to affiliate with Delta Kappa Epsilon.

Prospecting has been done at the University of Maryland, the University of South Carolina, Francis Marion College, Longwood College, Winthrop College, Phieffer College, Elon College, UNC-Greensboro, the University of South Florida, Biscayne College, and Central Florida University.

Other activities since January include: Chapter visits at Concord, Presbyterain, Atlantic Christain, Wake Forest, and an operations workshop for UNCC; the Colony guidance manual was rewritten and printed in a new format; an information packet for recruiting was developed; a guide for Chapter and alumni involvement is being developed and Rob Sheehan designed a Monthly Colony Progress report.

Reactivations

Minnesota: Tom Arndt, IIT, transfered to the University of Minnesota and started an interest group of four members. He requests help. Minimal alumni support.

Missouri: Tom Leuther, Mo Valley, transfered to the University of Missouri and has begun to recruit students. Looks promising. Good alumni support. He also request help.

Miami: Charlie Garrido, Purdue, lives in Miami and began an effort to reactivate the Chapter during the summer. He will return to Purdue after the NEC. There is some alumni support in the area. An attempt to recruit students was made just prior to NEC. He has also requested help. Charlie wants the reactivation to qualify for the Mother Chapter program, with Purdue as the Mother Chapter.

Marshall: This is exciting. We were invited to make presentations to a student-faculty-staff committee on fraternity expansion. Along with the Sigma Nus we have been invited to colonize there this year. We have good alumni support in the area, and excellent backing from the administration and Greek system. We begin in October.



MEMORANDUM

page two
August 23, 1979

Colonies

East Carolina: It presently has 12 members. With the help that Rob should be able to give them, they should be ready for chartering in the Winter. Goals will be to increase membership and quality of operations and programing.

Radford: It presently has 12 members. They are making a good impression on the campus and are already active in fund raisers and service projects. They are riding high and should be ready for chartering by next March.

Tulane: It presently has 15 members. Needs some work on operations. Could be ready for chartering by December.

Goals

Establish Colonies at George Washington, Longwood, Marshall, and possibly Missouri, Minnesota and Miami, by December.

Establish Colonies at Francis Marion, UNC-Greensboro, UNC-Asheville, and possibly Winthrop by April of 1980.

Other prospects in the immediate future could include George Mason, James Madison, Virginia Tech, Virginia Commonwealth.

Florida

We have several strong contacts in the state of Florida which could result in Chapters at the University of South Florida, Central Florida University, the University of Miami, and possibly the University of Florida and Florida State. Some of these campuses look like good prospects for the Fall of 1980. We should consider making that move.

West Coast

After surveying the colleges and universities on the West coast, we found some, but not overwhelming interest. I suggest we continue to investigate this possibility and make our decision with West coast alumni in the near future.

Charterings

Goals should be set early in the year to charter Tulane and ECU by December 1. Radford should be chartered no later than March. Marshall is scheduled to be colonized the weekend of December 8.



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

Time table for the
Reactivation of Beta Delta
Alpha Sigma Phi
Marshall University

Fall Semester 1979

Early September

Meeting with Marshall IFC and Panhellenic to summarize presentation to expansion committee and to outline plans for the reactivation.

October 8-21

Recruiting and organizational visit. Goal is to recruit at least 10 men.

November 5-10

Follow-up visit. Goals are to check on progress of the group, write constitution, offer aid in organization, programming, social, recruitment, interfraternal relations, scholarship and to work with alumni. Prepare to move into Colony status.

Three days prior to Thanksgiving

Follow-up visit. Goal is to prepare for Colonization banquet.

December 1 or December 8

Colonization banquet.

Spring Semester 1980

Visits once a month

To handle following areas: pledge education, additional training and recruitment, development of brotherhood, goal setting, polishing recruiting and organizational skills, interfraternal relations, programming, especially in the areas of leadership, scholarship and alcohol awareness.

August 1980

Convention. Colony may send one delegate free of charge.

October 3-4, 1980

Proposed date for reactivation of Beta Delta charter.



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

Plans and ideas for the
Reactivation of Beta Delta
Alpha Sigma Phi
Marshall University

During the fall of 1979

To continue working closely with the organization of the area alumni.
To place ads in the student newspaper (and possibly radio station) to hint at Alpha Sigma Phi's return. To appear in September as a teaser campaign. To approach sororities on the campus for names of men who may be interested in helping to start a new chapter. To investigate dorm groups and other possible way to make personal contacts to recruit initial members. To use posters, letters, information tables, etc., on a limited basis.

To help with Marshall University's rape awareness seminar.

To establish image of the chapter as being a helpful, service and scholarship oriented organization.

Needed from Alumni

Continued support and interest to form an association and to help the reactivation
Help with rush activities; someone in attendance, help plan facilities, etc.
Help establish goals for pledges. Find a GCA and faculty adviser for the reactivation. Plan social functions with undergraduate members. Continued search for proper housing for the Chapter. Develop plan of services and aid from the alumni association to the reactivation.

Help with the September IFC rush. Help plan December Colonization.

AMERICAN INSURANCE ADMINISTRATORS

The Accent is on Administration

P.O. Box 12113 (1373 Grandview Avenue • 200) Columbus, Ohio 43212

614/486-5388

June 26, 1979

Mr. Kevin Garvey, Executive Director
Alpha Sigma Phi Fraternity
24 West Williams Street
Delaware, Ohio 43015

Re: Term Life Insurance Proposals for Alpha Sigma Phi Members

Dear Kevin:

Group life insurance at low group rates is surely one of the most viable, meaningful membership services Alpha Sigma Phi can sponsor for its loyal alumni and undergraduates.

It is a pleasure to present life insurance proposals from five major association-group insurance companies, CNA (Continental Assurance Company), Sentry Life Insurance Co., Durham Life Insurance Co., Banker's Security Life Insurance Society, Fireman's Fund American Life Insurance Company -- all of which are experienced at providing group life insurance for members of fraternities and alumni associations via direct mail.

COMPARISON OF FEATURES & BENEFITS

To make your review of these proposals easy, the enclosed Exhibit A displays a comparison of the features and benefits of these 5 proposals. Some of the significant items in Exhibit A you'll want to study are:

Face Amounts (Member) - ranging from a minimum \$10,000 to a maximum \$150,000 per person. Four of the proposals provide \$10,000 units, whereas the Durham Life proposal provides a minimum \$25,000 unit, with a choice of a \$50,000 or \$100,000 unit also. The Fireman's Fund proposal indicates \$10,000 units, but a subsequent letter proposes an alternative of a \$25,000 minimum units in conjunction with a simplified issue offer (to be discussed later).

Face Amounts (Spouse) - ranging from \$5,000 minimum to \$150,000 maximum. The CNA, Banker's Security, and Sentry proposals would insure the spouse under a rider on the member's insurance. The Durham and Fireman's Fund proposals would insure the spouse under her own separate insurance certificate, for her choice of face amount regardless of the member amount.

Reduction of Face Amount - the CNA, Durham, and Fireman's Fund proposals include a reduction of face amount at age 65 (and again at age 70 in the Durham proposal), whereas the other two do not have any reduction of face amount at any age until termination.

Guaranteed Acceptance (Simplified Issue) - All of the proposals except CNA's include a Guaranteed Issue or Simplified Issue feature for the Charter Enrollment Period only. Basically, these features guarantee to insure the applicant for the basic unit of insurance being offered, if he/she can qualify under the three health/underwriting questions on the application, provided the applicant is under a certain age; and also provided that a pre-stated minimum number of applications are received during the Charter Enrollment Period.

If all of these conditions aren't met, then all applicants are subject to the full individual underwriting requirements for the plan.

You may recall that the availability of this feature was raised by one of the people at the January breakfast meeting. I'm pleased to be able to present 4 proposals which include this feature.

The Guaranteed Acceptance (Simplified Issue) approach could be targeted specifically to those members who are likely to be within the eligible age range, based upon initiation year. The other members would probably receive a different mailing version which doesn't mention this feature.

Maximum Age Eligibility - the maximum age for member applicants (disregarding the Guaranteed Acceptance feature) varies slightly among the proposals. The Sentry proposal indicates year-round eligibility for applicants under age 65, and the Durham proposal to age 75. The other 3 proposals limit age eligibility of applicants to under age 65 during the Charter Enrollment Period, and under age 60 afterwards. Spouse age eligibility is up to her own age 75 under the Durham proposal. In the other proposals where the spouse is covered by rider on the member's insurance, it is the member's age which determines spouse eligibility.

Exclusions & Limitations - All of these proposals have an exclusion for death from suicide during the first two years of coverage. They also contain the usual contestability provision which means that during the first two years after an individual's effective date, a claim may be contested by the carrier if it is caused by a health condition which the applicant fraudulently misrepresented on his application.

The Fireman's Fund proposal is the only one which mentions an exclusion for flying as a crew member.

Waiver of Premium for Total Disability - all of the proposals include this feature, which would waive the payment of premiums if the insured becomes totally and permanently disabled prior to age 60. In three of the proposals, the total disability must exist for a minimum of 6 months

June 26, 1979

before premium is waived. The other two require 9 months of total disability before the waiver becomes effective.

Conversion to a Cash Value Policy - all of these proposals include a conversion feature, which permits the insured to convert this group insurance to an individual policy of whole life insurance upon reaching a certain age. This provision would also be available if the entire group plan were terminated for any reason.

Termination Age - this group insurance would be provided to the individual members under a master group policy. Members may remain insured under this group plan until the termination ages indicated (70, 75, 75, 70, 70). Upon reaching the termination age, the individual has the option of converting to an individual policy. Whether he converts or not, coverage under the group plan terminates. This is a plan of group term insurance, and the low group premium rates are possible because it is group term life insurance similar to employee group insurance.

Excluded States - two of the carriers have, upon being asked by us, indicated a state in which they cannot offer insurance. Sentry cannot offer coverage in South Carolina, which is probably insignificant in your membership distribution. However, Fireman's Fund cannot offer coverage in the state of New York, which may be significant. Durham is still checking on this. New York group laws are very complex, allowing certain kinds of groups and disallowing others.

Group Life Insurance Laws - as mentioned above, the plan would be offered under a master group policy. Since the Fraternity is domiciled in Ohio, and since Ohio group life insurance laws do not accommodate association groups, there are two results.

First, it will be necessary to establish an insurance trust in a more favorable jurisdiction such as Alabama, Missouri, or Minnesota. The master group policy would be issued to the trust instead of directly to the Fraternity. This makes it unnecessary to individually file the insurance plan in nearly all other states.

However, some states (Ohio, Texas, South Carolina, Maryland, Florida, and New York) have regulations which will not recognize an out-of-state group insurance trust; they require a plan to be filed in their state. Companies meet these requirements in various ways for economy and efficiency. Most of the time they have a standard individual (wholesale or franchise) policy approved for use in these states, which are very similar to their group plan, but conform to these few states' laws.

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We have indicated the states where a company would use individual (wholesale) policies instead of group plan certificates. There is no disadvantage to the participating member -- it's just a technical method of compliance with various state regulations.

Minimum Number of Applications To Start the Plan - we've indicated this in item XII of Exhibit A. There is some flexibility in these minimums, but generally this is the number of applications needed during the Charter Enrollment Period to generate enough premium to establish the plan. If the Charter Enrollment were to produce significantly fewer applications than this, the company might choose not to establish the plan, and we would return to applicants all of the premium deposits received from them. All of the promotion efforts and money would be written off by us and the carrier.

We think this isn't likely or we and the companies wouldn't be making these proposals. It is a contingency guideline which is clearly stated, however, for the benefit of all parties.

The above comments plus Exhibit A should provide you with an orderly approach to understanding the provisions and features of each of the proposals from these 5 companies.

COMPARISON OF PREMIUM RATES

We've prepared Exhibit B to display the premium rates for comparison. You'll notice that two proposals show a separate rate schedule for one or two states. (Sentry has different rates for New York; and Fireman's Fund has different rates for Ohio and Wisconsin). These variations are, again, due to varying state regulations and methods of compliance. Fireman's Fund is filing lower rates in Ohio and Wisconsin, which should be approved by the fall, 1979.

Annual Rate Per \$1,000 of Insurance - to make the comparison easier, we have converted the proposal rates to a common denominator of annual rate per \$1000 original face amount of insurance.

Step-Rated Premium Schedule - these proposals contain premium schedules which are step-rated in 5-year age groups. An insured pays the premium for his age group until he enters a new age group, at which time the premium rate increases. For this purpose, the plan may be thought of as a series of 5-year renewable term plans linked together until the termination age stated in the plan proposal.

Each proposal's rate schedule is skewed a little differently as they advance through the age groups. Some have a lower rate in certain age

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groups than others. For example, the Banker's Security rates are lower than the Durham rates all the way between ages 25 and 64. The Durahm rates are lower than the Sentry rates from age 45 through age 64, etc.

We've also included a footnote to show that Sentry's New York (only) rates would be step-rated each year instead of each 5 years.

EVALUATION & SELECTION

Your task becomes one of reviewing the features, provisions, benefits, and premium rates of these 5 proposals to determine which one might be most suitable for your members.

Which is most important -- serving members in New York; Guaranteed Acceptance; termination at age 75 (vs. 70); age eligibility beyond age 64; the premium rates; the premium rates for Ohio and Wisconsin residents? Is a \$25,000 basic unit of insurance acceptable?

There is no easy way to get a consensus from your members. And, any one of these factors alone probably isn't greatly significant. It's the overall proposal, plus some factors such as ease of administration and ease of working with the carrier (for us) that make the final difference.

After the Committee has reviewed these proposals, we would like very much to meet and answer any questions. If our opinion is sought, we will be prepared to recommend two proposals out of the five, and to help arrive at a final choice to be recommended to the Grand Council.

IMPLEMENTATION

After a choice is officially made we will coordinate and oversee all aspects of the implementation phase, including preparation and filing of the trust documents, Charter Enrollment Campaign literature preparations, etc. just as we do for the Fraternity Alpha Sigma Phi Hospital Plan.

Assuming that the selection is completed in August, the Charter Enrollment Campaign could be conducted early in 1980.

The other concepts you and I discussed, such as offerings to graduating seniors, may be implemented after the Charter Campaign. Subsequent promotion of the plan will be at such time and frequency as seems appropriate to the Fraternity, the carrier, and ourselves.

Because of the large initial investment of time and promotion money, we will be seeking a separate long term Broker/Administrator of Record Agreement similar

Kevin Garvey

-6-

June 26, 1979

to the one existing now between Alpha Sigma Phi and ourselves for the Hospital Plan.

If there is any way I can help you and the Committee complete this review process more easily prior to the August meeting, please let me know.

We feel sure that Alpha Sigma Phi will be pleased with a group term life insurance plan selected from these proposals for its 25,000+ eligible members.

Best regards,

Alan E. Zink
General Manager

ENCLS.
AEZ:lf

cc: Mr. Richard Sanders, Grand Treasurer

COMPARISON OF BENEFITS AND PLAN FEATURES
TERM LIFE INSURANCE PROPOSALS
ALPHA SIGMA PHI FRATERNITY

	<u>CNA INSURANCE</u>	<u>SENTRY INSURANCE</u>	<u>DURHAM LIFE</u>	<u>BANKER'S SECURITY</u>	<u>FIREMAN'S FUND</u>
I. FACE AMOUNTS			25,000		
A. Member Basic Units	\$ 10,000	\$ 10,000	50,000	\$ 10,000	\$ 10,000***
Member Max Amt. Available	100,000	150,000	100,000	100,000	100,000
B. Spouse Units	5,000	10,000	(Same As	5,000	10,000
Spouse Maximum	50,000	150,000	Member)	+	100,000
C. Child (14 Days - 6 Months)	500	2,500	2,500	1,000	1,000
6 Months & Older)	5,000	5,000 Max.	5,000 Max.	2,500	2,500
II. WAIVER OF PREMIUM FOR TOTAL DISABILITY					
A. Commencing Prior To Age:	60	60	60	60	60
B. After (#) Months Total Disability	6	6	9	9	6
III. CONVERSION FEATURE					
A. Prior To Age	70	65	70	Any Age	70 (\$50,000 Maximum)
IV. COVERAGE REDUCES:					
A. At Age	65	-	65 & 70	-	65
B. Percent Reduction	50%	NO	30% Each Age	NO	50%
V. GUARANTEED ACCEPTANCE (Simplified Issue)					
A. Face Amount	None	\$10,000	\$ 25,000	\$ 10,000	\$25,000***
B. Under Age		60	35	45	45
C. Requirements					
1. # Days Working Full-Time		Present	180	90	(Less Than
2. # Months Without Hospitalization (Prior to Application)		6	6	6	11 Days of Illness in Past 2 Yrs)
VI. TERMINATION AGE	70	75	75	70	70
VII. MAXIMUM AGE ELIGIBILITY					
Charter Enrollment	64	64	75	64	64
A. Member After Charter Enrollment	59	64	75	59	59
B. Spouse	Per Member	Per Member	75	Per Member	Per Member
C. Child	22	18 (22*)	23	23	18 (23*)
VIII. EXCLUSIONS/LIMITATIONS	(Two Year Contestable Clause/Suicide Clause - All Plans) (Exclusion as Pilot or Crew Member on Aircraft -Firemen's Fund Only)				
IX. EXCLUDED STATES	None	SC	NY?	None (Even Candada OK)	NY
X. PREMIUMS STEP-RATED ON:	MPA	Renewal Date	MPA	MPA	MPA
XI. INDIVIDUAL POLICY STATES	OH, TX, MD	OH, TX, MD, NY	OH, TX, FL	OH, TX, MD	OH, TX
XII. MINIMUM # OF APPS TO PUT PLAN INTO EFFECT	150	100	250	250	250

+ Equal to Member Face Amount
* If Full Time Student

** After Entry Into New Age Group

*** If the Guaranteed Acceptance is used, plan would be offered in \$25,000 units vs.
MPA = Master Policy Anniversary \$10,000 units.

(Exhibit B)

COMPARISON OF ANNUAL PREMIUM PER \$1000 OF FACE AMOUNT
 TERM LIFE INSURANCE PROPOSALS
 ALPHA SIGMA PHI FRATERNITY

Age Bracket	CNA Insurance	Sentry Insurance			Durham Life	Banker's Security	Fireman's Fund	
		All States (Except New York)	Age	New York			Group States	Ohio & Wisconsin
		MEMBER						
Under 25	\$ 1.80	\$ 1.80	21	\$ 1.87	\$ 1.68	\$ 2.02	\$ 1.20	\$ 2.08
25 - 29	2.11	1.80	25	2.01	2.52	2.12	1.32	2.18
30 - 34	2.79	2.00	30	2.27	2.76	2.32	1.56	2.50
35 - 39	3.67	2.80	35	2.72	3.48	2.98	2.12	3.26
40 - 44	5.58	4.60	40	3.94	5.16	4.40	3.52	5.16
45 - 49	8.95	8.00	45	6.68	7.80	6.78	6.76	8.40
50 - 54	14.11	13.00	50	11.00	12.12	10.54	12.56	13.74
55 - 59	21.86	19.80	55	17.08	19.56	16.40	21.32	22.04
60 - 64	31.10	31.60	60	26.88	30.24	24.66	29.12	30.70
65 - 69	44.34	45.20	64	37.04**	33.00	37.36	24.28	26.50
70 - 74		66.00**			36.96			
SPOUSE								
Under 25	\$ 1.27	\$ 1.20		\$ 1.20	\$ 1.68	\$.81	\$.60	\$ 1.78
25 - 29	1.39	1.20		1.20	2.52	.85	.76	1.92
30 - 34	1.60	1.60		1.60	2.76	.93	.92	1.98
35 - 39	2.07	2.20		2.20	3.48	1.19	1.32	2.86
40 - 44	3.01	3.40		3.40	5.16	1.76	1.96	4.04
45 - 49	4.38	5.00		5.00	7.80	2.71	3.32	5.68
50 - 54	6.77	7.40		7.40	12.12	4.22	5.52	8.06
55 - 59	10.75	11.20		11.20	19.56	6.56	8.96	12.64
60 - 64	15.35	17.20		17.20	30.24	9.86	11.52	17.00
65 - 69	22.00	27.80		27.80	33.00	14.94	9.80	15.00
70 - 74		45.20		45.20	36.96			
ALL CHILDREN								
	\$.91	\$3.20		4.52	\$ 3.60	\$ 4.00	\$ 2.40	\$ 6.08

* Step-rated annually, instead of every 5 years. The rates shown above are only for the ages indicated.

** Plan terminates for New York residents after age 64, and for Texas residents after age 70.

ALPHA SIGMA PHI FRATERNITY



MEMORANDUM

Be it resolved that, in the fiscal year of July 1, 1979 to June 30, 1980, income from the Tomahawk Fund and other non-member income sources shall be, and hereby is, set aside in a separate fund to be expended for scholarships, student loans, loans on local Chapter housing, leadership and citizenship schools and services, and similar activities.

Be it further resolved that the amount is estimated at \$18,500.00.

Signed: _____

R. A. Dwyer

Date : _____

Sept 13, 1979

ALPHA SIGMA PHI FRATERNITY



MEMORANDUM

Resolved, that the income of Alpha Sigma Phi, Inc., received from the Tomahawk Fund (\$16,917.66), parking lot rent (\$1,480.00), Reserve Fund earnings (\$2,466.19) and General Fund interest on savings and bonds (\$290.22) in the fiscal year from July 1, 1978 to June 30, 1979 in the total amount of \$21,154.07 was set aside for and expended for educational and charitable activities of Alpha Sigma Phi Fraternity, Inc., including but not limited to the Chapter Consultant, with full-time duties as an educational aide to the various chapters, and the portion of the Executive Director's salary and expenses that are devoted to leadership training and education of chapter members, and the expenses of volunteers while involved in leadership training and education of chapter members, as well as the proper overhead cost to support these activities from the national headquarters during the fiscal year from July 1, 1978 to June 30, 1979.

Signed: PA DyerDate: September 13, 1979



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

October 17, 1979

Carol Hallenbeck
Administrative Assistant
Alpha Sigma Phi Fraternity
24 W. William St.
Delaware, OH 43015

Dear Carol:

Listed below are the conditions that we put into the contract with the Alumni for Widner Chapter as a condition towards our purchasing the building and leasing it back to them.

1. Total Cost to be \$100,000
2. Alumni to obtain a \$75,000 mortgage at local Philadelphia area bank
3. Alumni Corporation would pay us mortgage and interest payments as if the total mortgage was \$100,000 (i.e., we will use the bank's figures for figuring our mortgage costs on the \$75,000 loan and convert these to a \$100,000 loan and this will be the rate we will charge the Alumni for rent).
4. In addition, there will be an escrow account for taxes and insurance. This will be the same amount the bank charges us.
5. There will be a 10% Sinking Fund charge on a monthly basis (i.e., if the total principal interest tax and insurance payments were to come to \$20,000 per year, then the total lease charge to the Alumni Corp. would be \$20,000 a year plus \$2,000 per year for the Sinking Fund, for a total payment of \$22,000 per year). This Sinking Fund would be invested and interest off the Sinking Fund would be applied to further credit the Sinking Fund. Once the total Sinking Fund reached in excess of one year's required payments (i.e., in this example, \$20,000), then on an annual basis at the end of each school year all amounts over and above that amount needed for one year's operation that were in the Sinking Fund would be returned to the Alumni Corp.
6. The house would be designed so that it will have a minimum capacity of 32 men, and that at least 32 men will always be living there in the house during normal school terms (if local zoning regulations will not allow 32 men, then this number will be changed to the maximum that the local zone regulations will allow). Therefore, if the chapter ever fell below the 32 men, and you could not fill the house with 32 men, at that point, the chapter would have to go under a performance contract with the National Office to get their numbers back up to 32.

Page 2
October 17, 1979

7. The Alumni Corp. would charge the undergraduates a rental rate higher than what we are charging the Alumni Corp., so as to build a fund for maintenance and repairs.

8. The Alumni Corp. to pay all closing costs, attorney fees, title insurance, etc. that are required to close the sale of the house. Also, to put up monies required to bring the Escrow Account for taxes and insurance to the proper level required by the bank.

9. All brothers of the Widner University Chapter to be properly nationalized before this loan goes into effect. I believe that this has already been accomplished.

10. When Kevin Garvey was to receive a written pledge training program from the pledge trainer, and okayed by the Prudential Committee of the chapter by October 15th, that this would be the pledge program to be in effect after that time.

11. All hazing that has been a standard of this chapter in the past will stop now. The definition of hazing, both mental and physical, will be made by the Executive Director of Alpha Sigma Phi.

12. The National Headquarters of Alpha Sigma Phi will assist the Alumni in any fund drive they want to get started to try to collect money from Alumni to furnish the house and give the Alumni Corp. operating the house a Reserve Fund.

13. The minutes of the meeting of the Alumni Corp. Board of Directors and a yearly financial statement of the Alumni Board of Directors to be mailed to Alpha Sigma Phi's national office.

14. A copy of the monthly chapter financial statement mailed to the national office of Alpha Sigma Phi each month. In addition, the yearly or semester's budget as it is laid out by the officers in the undergraduate chapter to be mailed to the national offices as soon as it is completed and okayed by the Prudential Committee.

15. The Alumni Corp. of Widner Chapter of Alpha Sigma Phi would be given the first option to buy this property at any time that they should so desire, at the current market price or appraised value of the property or at Alpha Sigma Phi's cost, whichever is higher.

16. That at the time of closing, we will put the 25% or \$25,000 down payment in an account with the bank that makes the loan. The Alumni will then oversee the remodeling and other changes to the house that are required and on their approval of bills from the contractors, the bank will release these monies to pay for the work completed.

I believe that that is all the terms and conditions that we had. Let me know if you need anything else.

Sincerely yours,

Richard R. Gibbs
Richard R. Gibbs

RRG/jlw

STUART M. KLEIN
7307 SOCIETY DR.
CLAYMONT DE 19703
(302) 798-1278

Date: August 10, 1979

RICHARD R. GIBBS
GRAND JUNIOR PRESIDENT
1501 E. SIXTH STREET
TULSA, OKLAHOMA 74120

Subject: New House

Dear Richard,

It was a pleasure to meet with you during your trip to Philadelphia early in May. As a result of your visit an alumni committee was formed to investigate the necessary obligations concerned with renovation and purchasing the Ada S. Deering house on the corner of 13th and Potter streets Chester, Delaware County Pennsylvania. As you requested the following items were investigated.

- 1) An agreement of sale for the purchase of the house was drafted by Joseph Monte, Attorney and Counselor for Ada Deering. An agreed upon price of \$70,000 was negotiated and the agreement of sale is contingent upon a \$100,000 mortgage to include the purchase price of the house and cost for the renovation. Presently we are pocketing the agreement until we have a response from the Grand Counsel. In speaking with 2 local financial lending institutions, Fidelity and Southeast National banks we were informed that they would only consider loaning up to 80% of the purchase price of the house on a conventional mortgage.
- 2) An appraisal report of the Ada Deering Estate was conducted by Neil M. Montella, ASA, Senior Member, American Society of Appraisers. The fair market appraised value of the house is \$69,320. Enclosed is the appraisal report.
- 3) To ensure that the alumni chapter was legally incorporated a search was conducted and we were able to obtain the corporation papers for the Gamma Xi Chapter Alpha Sigma Phi Fraternity, Inc. Enclosed is a copy of the incorporation papers.
- 4) To determine the cost of renovation of the house to multi user living R.A. Walter Builder and General Contractor was asked to estimate the cost for the general repairs needed. The estimated cost was \$30,260. In addition blueprints were drawn up and bids are being placed for the work. Enclosed is a cost estimated breakdown of the work to be done.
- 5) A projected income statement and a 5 quarter cash flow projection for

- the undergraduate chapter was constructed. Enclosed are the cash flow and income statement projections.
- 6) The alumni committee met with Mr. Ted Locke Comptroller for Widener University. Mr. Locke indicated the school's support for the purchase of the house. Enclosed is a letter from Mr. Robert Bowlby, Vice President for Fiscal Affairs indicating the University's official position.
 - 7) A meeting was held with the undergraduate chapter to inform them of the alumni committee's future involvement in their fiscal affairs. The alumni committee believes that the undergraduates will be in good financial standing with the national in the beginning fall semester. The undergraduates realize that in order for the purchase of the house each brother must be responsible for his financial obligations if the alumni corporation is to take a mortgage on a new house.

The timing for the purchase of the house indicates that the undergraduates could move in second semester beginning January 2, 1980. Ada Deering has found an apartment she believes she will be happy in. She has a hold on the apartment for late October early November when we are planning for settlement. This settlement date would allow for general renovations to be completed by the beginning of the second semester and would allow Ada Deering time to move. The undergraduates have obtained a good working relationship with Ada Deering. The brothers were able to sell over \$5,000 of her basement belongings of which they have earned \$1,500 for their efforts. This money is being set aside for furnishings for the new house. As you already know Kappa Sigma and Tau Kappa Epsilon are already in their new houses while Theta Chi has just completed settlement on their new house. Widener is expecting us to purchase the Ada Deering house and have already begun plans for the redevelopment of the Spang complex where we are presently housed. I urge you and the Grand Counsel in aiding us in finalizing a plan for purchasing of the house.

I am presently planning on attending the Educational Conference along with Ron Arbogast and Jack Potts who are member of the alumni committee. We are planning to attend when the topic of our housing situation arises. Until then please consider the needs of the Gamma Xi chapter.

FRATERNALLY YOURS

Stuart M. Klein

STUART M. KLEIN
ALUMNI COMMITTEE CHAIRMAN

R. A. Walter-Builder

DEERING HOUSE

General Repairs- Estimated Cost

1. Roof & Gutter Repairs Chimney Flashing _____	\$2000.00
2. New Electrical Work Complete 200 Amp. Service _____	\$10,000.00
3. Plumbing Work _____	\$12,000.00
4. Storm Windows & Repairs _____	\$2960.00
5. Check Heating _____	\$2000.00
6. Extend Outside Basement Steps _____	\$300.00
7. Painting Material _____	\$800.00
TOTAL _____	\$30,260.00

GAMMA XI CHAPTER - ALPHA SIGMA PHI FRATERNITY, INC.

1980 PROJECTED INCOME STATEMENT

Income	33,500
Expenses	
Depreciation	9,000
Utilities	5,000
Insurance	800
Real Estate Taxes	1,700
Miscellaneous	2,000
Subtotal	18,500
Interest	10,224
Total Expenses	28,774
Contribution to Trust Fund	4,776

Notes:

- 23 boarders during the spring and fall @ \$1100 per year per boarder
- 15 boarders during the summer @ \$550 per summer
- Mortgage is \$100,000 - 30 years @ 10.25 percent
- Assumes mortgage is paid during construction
- Assumes 10 year straight line depreciation at \$9,000 per year for a total of \$90,000

5 QUARTER CASH FLOW PROJECTION

	4th Quarter 1979	1st Quarter 1980	2nd Quarter	3rd Quarter	4th Quarter 1980	Total
Income	0	12,650	8,250	12,650	0	33,550
Expenses						
Mortgage						
Principle	127	130	134	138	140	669
Interest	<u>2,561</u>	<u>2,558</u>	<u>2,554</u>	<u>2,551</u>	<u>2,548</u>	<u>12,772</u>
Subtotal	<u>2,688</u>	<u>2,688</u>	<u>2,688</u>	<u>2,689</u>	<u>2,688</u>	<u>13,442</u>
Utilities	1,500	1,750	1,000	750	1,500	6,500
Taxes			1,700			
Insurance	800				800	800
Miscellaneous	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>2,500</u>
Subtotal	<u>5,488</u>	<u>4,938</u>	<u>5,888</u>	<u>3,939</u>	<u>5,488</u>	<u>25,741</u>
Exp.						
Net Cash per Quarter	(5,488)	7,732	2,362	8,711	(5,488)	7,828
Cumulative Net Cash		2,243	4,605	13,316	7,828	7,828

Widener College

CHESTER, PENNSYLVANIA 19013, (215) 878-5551

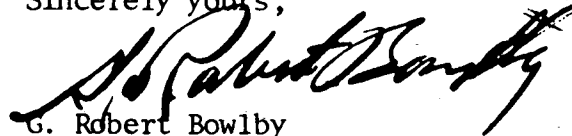
July 23, 1979

Alumni Association
Gamma Xi Chapter
Alpha Sigma Phi Fraternity, Inc.

I am pleased to inform you that it is Widener College's official position that it will guarantee a mortgage for any fraternity that desires to purchase their own house. I must caution you that this guarantee extends to the normal mortgage terms and does not apply to any and all loans that may be obtained for said purpose. At the present time, the normal mortgage financing is obtainable for a maximum of seventy percent (70%) of the purchase price of the house. Consequently, that is the extent of the guarantee that the College will make.

I trust that this statement is satisfactory to the fraternity. If you need any further clarification or further discussion of the above, please do not hesitate to contact me.

Sincerely yours,



G. Robert Bowlby
Vice President for Fiscal Affairs

GRB:jae

ALPHA SIGMA PHI FRATERNITY
MINUTES
SPECIAL GRAND COUNCIL MEETING
OCTOBER 6, 1979

GRAND COUNCIL MEETING
October 6, 1979

55. CALL TO ORDER:

Grand Senior President Richard A. Dexter called this meeting to order at 1:00 p.m. on Saturday, October 6, 1979.

56. ROLL CALL:

Members of the Grand Council in attendance were: GSP Richard A. Dexter; GJP Richard R. Gibbs; GS Louis DeLuca; GT Richard S. Sanders; GM Evin C. Varner; and GC Stan Miller. Also in attendance was Kevin J. Garvey, Executive Director.

57. ELECTION OF RECIPIENTS OF DELTA BETA XI AWARD:

Moved by Brother DeLuca, seconded by Brother Sanders and passed unanimously, to confer the Delta Beta Xi Award upon Brothers Theodore Dahlstrom, Gordon Goranson, William S. Needham, and Gregory Sinise.

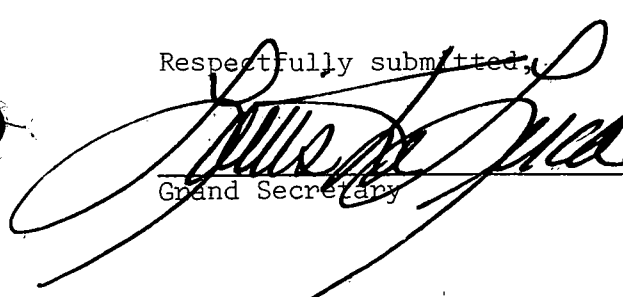
58. CONFERENCE OF GRAND SENIOR PRESIDENT'S CITATION UPON EMMET HAYES:

Moved by Brother Gibbs, seconded by Brother Varner and passed unanimously, to confer upon Brother Emmet Hayes the Grand Senior President's Citation.

59. ADJOURNMENT:

Moved by Brother Sanders, seconded by Brother Varner and passed unanimously, to adjourn the meeting.

Respectfully submitted,


Grand Secretary

Certified Correct:


Executive Director