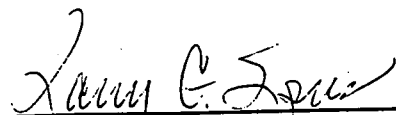


**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**


**January 4, 1994
Delaware, Ohio**

65. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, December 7, 1993. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Councilor Larry D. Philippi and Grand Councilor Stuart A. Spisak. Also joining the meeting was Executive Vice President John R. Chaney and Undergraduate Representatives Judson B. Althoff (Finance) and David M. Baker (Undergraduate Operations). Grand Marshal Mark D. Still was unavailable for the conference call meeting.
66. Action/Information Items. Brother Chaney led discussion on several topics. The following were actions and discussion of the topics:
- A. Concerning an informal request from Mu Chapter to solicit financial support in the form of matching funds to repair the chapter house's front porch pillars, the Grand Council requested that the chapter be informed that they should seek funding using their local alumni support structure to contact the University of Washington or local banking sources.
 - B. The Grand Council heard updated information on the Gamma Delta Chapter at Davis and Elkins College. The sense of the Grand Council was that the chapter had sufficient time to prepare the required materials and make a suitable presentation at the January 1994 meeting.
 - C. The Grand Council heard an overview of our expansion efforts and plans. The Grand Council desired that D. Todd Harris be officially commended for his expansion work.
67. Adjournment: The meeting adjourned at 4:52 p.m.

Respectfully submitted,



Dr. Larry G. Spees
Grand Secretary



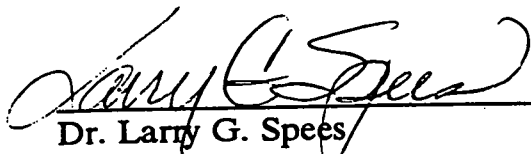
John R. Chaney
Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

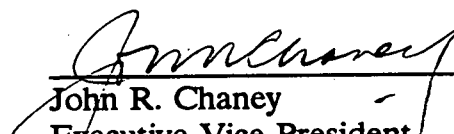
**December 7, 1993
Delaware, Ohio**

62. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, December 7, 1993. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Mark D. Still, Grand Councilor Larry D. Philippi and Grand Councilor Stuart J. Spisak. Also joining the meeting was Executive Vice President John R. Chaney.
63. Action/Information Items. Brother Chaney led discussion on several topics. The following were actions and discussion of the topics:
- A. The general agenda and timetable for the upcoming Grand Council and Educational Foundation meetings and sessions were discussed.
 - B. After a discussion of our current liability insurance program, it was the consensus of the Grand Council not to invoice for pledges acquired after the October Report of Undergraduate Membership totals were set. The issues will be further discussed along with our possible challenges posed for chapters who fail to pay for liability insurance and other charges.
 - C. After a discussion of our current financial assets and the money market investment opportunities, it was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to direct Brother Chaney to investigate short term investment opportunities and make appropriate investments.
64. Adjournment: The meeting adjourned at 5:05 p.m.

Respectfully submitted,



Dr. Larry G. Spees
Grand Secretary



John R. Chaney
Executive Vice President



NATIONAL HEADQUARTERS
12 LEXINGTON BOULEVARD
P.O. BOX 838
DELAWARE, OHIO 43015-0838

614-363-1911/FAX: 614-369-1845

SERVICE AGREEMENT

The Alpha Sigma Phi Educational Foundation agrees to make available its Computer System to Alpha Sigma Phi Fraternity, Inc., during the time period of 7/1/93 to 6/30/94 for the purpose of:

1. Membership record storage and updating
2. Production of membership reports, including labels, printouts and letters
3. Word processing

Alpha Sigma Phi Fraternity, Inc., agrees to pay the Alpha Sigma Phi Educational Foundation a usage fee of \$1,300.00 for these services.

A handwritten signature in black ink, appearing to read "Dennis R. Parks".

Dr. Dennis R. Parks
Grand Senior President
Alpha Sigma Phi Fraternity, Inc.

A handwritten signature in black ink, appearing to read "January 7, 1994".

Date

A handwritten signature in black ink, appearing to read "Robert E. Miller".

Dr. Robert E. Miller, Chairman
The Alpha Sigma Phi
Educational Foundation

A handwritten signature in black ink, appearing to read "January 22, 1994".

Date

**MINUTES OF GRAND COUNCIL MEETING
ALPHA SIGMA PHI FRATERNITY, INC.**

**January 21-23, 1994
Pittsburgh, Pennsylvania**

68. CALL TO ORDER

Grand Senior President Parks called the Grand Council Meeting to order and welcomed those present at 2:10 p.m. on January 21, 1994.

69. ROLL CALL

Members of the Grand Council in attendance: Dr. Dennis R. Parks, Grand Senior President; Stan G. Thurston, Grand Junior President; Dr. Larry G. Spees, Grand Secretary; Kevin J. Garvey, Grand Treasurer; Larry D. Philippi, Grand Councilor; and Stuart A. Spisak, Grand Councilor. Grand Historian Robert W. Kutz was also in attendance, as was Undergraduate Representatives to the Grand Council (for Undergraduate Operations) David M. Baker and Immediate Past Undergraduate Representative (for Finance) Gregory M. Kroencke. Professional staff members in attendance included Executive Vice President John R. Chaney, Vice President for Development Steven V. Zizzo, Vice President for Administration Beverly J. Moody and Director of Alumni Services Theodore R. Kocher.

69. APPROVAL OF MEETING MINUTES

It was moved by Brother Garvey, seconded by Brother Thurston and unanimously passed to approve the minutes of the January 4, 1994, December 7, 1993, November 2, 1993, October 4, 1993, September 7, 1993 and July 13, 1993 telephone conference call meetings; the minutes of the June 25, 1993 meeting; and the correction of the minutes of the January 4, 1994 conference call, paragraph 65, to reflect the correct date and also to change Musgraves to Grand Junior President.

70. APPROVAL OF MAIL VOTES

It was moved by Brother Spees, seconded by Brother Still and unanimously passed to approve Mail Vote 231. (Attachment A)

71. UNFINISHED BUSINESS

There was no unfinished business brought before the Grand Council.

72. NEW BUSINESS

The following were discussed and action taken on items, as indicated:

A. COMMITTEE ON UNDERGRADUATE OPERATIONS (Attachment B)

1. It was moved by Brother Spees, seconded by Brother Spisak and unanimously passed to:
 - a. Accept the staff recommendations listed in the Undergraduate Operations Report for East Carolina, Illinois State, Iowa State, Loyola, Missouri, Ohio State and Presbyterian.
 - b. Accept the recommendations for UCLA and direct Director of Alumni Services Theodore R. Kocher to recruit the core group of volunteers.
 - c. Accept the staff's basic recommendations for Oregon State, but added:
 - 1) Possibly take action earlier.
 - 2) Determine if lien we have is filed with the county.
 - 3) See if we can be present at the Psi Association annual meeting.
 - d. Report to the Undergraduate Operations Committee on how the challenges at RPI can be remedied.
 - e. Accept the staff recommendations in the Undergraduate Operations Report for American, Findlay, Lehigh, SUNY-Plattsburgh and Radford.
 - f. Accept the staff recommendations in the Undergraduate Operations Report for Stockton State.
2. It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to withdraw the charter from Davis & Elkins College (Gamma Delta Chapter). It was then directed that the staff should make the proper decision of how and when to communicate this decision to parties involved.
3. It was moved by Brother Still, seconded by Brother Baker and unanimously passed to rescind the live-in advisor issue at Illinois. The staff was directed to communicate the Grand Council's pleasure at the progress that had been made and strongly encourage an active CAT program.
4. It was moved by Brother Spees, seconded by Brother Still and unanimously passed to begin the charter revocation process for the Alpha Omicron Chapter at Missouri Valley College.

A. COMMITTEE ON UNDERGRADUATE OPERATIONS (Attachment B)

1. It was moved by Brother Spees, seconded by Brother Spisak and unanimously passed to:
 - a. Accept the staff recommendations listed in the Undergraduate Operations Report for East Carolina, Illinois State, Iowa State, Loyola, Missouri, Ohio State and Presbyterian.
 - b. Accept the recommendations for UCLA and direct Director of Alumni Services Theodore R. Kocher to recruit the core group of volunteers.
 - c. Accept the staff's basic recommendations for Oregon State, but added:
 - 1) Possibly take action earlier.
 - 2) Determine if lien we have is filed with the county.
 - 3) See if we can be present at the Psi Association annual meeting.
 - d. Report to the Undergraduate Operations Committee on how the challenges at RPI can be remedied.
 - e. Accept the staff recommendations in the Undergraduate Operations Report for American, Findlay, Lehigh, SUNY-Plattsburgh and Radford.
 - f. Accept the staff recommendations in the Undergraduate Operations Report for Stockton State.
2. It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to withdraw the charter from Davis & Elkins College (Gamma Delta Chapter). It was then directed that the staff should make the proper decision of how and when to communicate this decision to parties involved.
3. It was moved by Brother Still, seconded by Brother Baker and unanimously passed to rescind the live-in advisor issue at Illinois. The staff was directed to communicate the Grand Council's pleasure at the progress that had been made and strongly encourage an active CAT program.
4. It was moved by Brother Spees, seconded by Brother Still and unanimously passed to begin the charter revocation process for the Alpha Omicron Chapter at Missouri Valley College.

5. It was moved by Brother Still, seconded by Brother Parks and unanimously passed to:
 - a. Colonize at Murray State, provided that they submit the required biographical sheets, sign a commitment statement and pay the necessary charges in advance.
 - b. Name future colonies as (School Name) Colony, i.e., Murray State Colony, Alpha Sigma Phi Fraternity.
6. It was decided not to act upon the Auburn housing issue and possible loan of Alpha Iota Chapter, University of Alabama funds supporting a housing venture until such time as a bona fide Auburn Chapter Housing Corporation is in place and that they formally make a request for these funds. The Grand Council did note that based upon the request by Leonard Hultquist and John Blackburn, they would be favorably disposed.
7. It was moved by Brother Still, seconded by Brother Philippi and unanimously passed to select Charleston, South Carolina as the site for the 1995 Sesquicentennial Celebration and St. Louis, Missouri for the 1996 National Leadership Conference & Convention.

B. COMMITTEE ON ALUMNI OPERATIONS (Attachment C)

1. It was moved by Brother Garvey, seconded by Brother Parks and unanimously passed to adopt a goal of \$4,000,000 for the capital campaign plus \$1,000,000 for the Annual Loyalty Fund over five years of the campaign, in addition to the campaign costs over five years. It was directed that the staff should appropriately reduce the case to \$4,000,000 and establish funding priorities. It was also noted that the Steering Committee had authorized the hiring of a Ketchum Resident Council for six months beginning February 15, 1994.
2. It was moved by Brother Parks, seconded by Brother Garvey and unanimously passed to establish a new giving club for the \$5,000 contributors before the start of the 1994-95 Annual Loyalty Fund drive.
3. It was moved by Brother Garvey, seconded by Brother Spisak and unanimously passed to establish a graduate/post-graduate scholarship award to be called The Howard L. Kleinoeder Scholarship.
4. It was moved by Brother Garvey, seconded by Brother Spisak and unanimously passed to establish The Joyce A. Swan Fund in accordance

with the Educational Foundation policy to name funds with a minimum of a \$10,000 contribution.

5. It was the sense of the Grand Council to move forward with the staff's recommendations on Planned Giving, especially in gaining board commitments for the Manigault Society.

C. COMMITTEE ON FINANCE (Attachment D)

1. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously passed to adopt a bottom line balanced budget without a dues/fees increase. The line items will be determined at a later point in time.
2. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously passed to accept the auditor's report for the Fiscal Year ending June 30, 1993.
3. It was moved by Brother Parks, seconded by Brother Philippi and unanimously passed to go forward on behalf of the undergraduates of the Gamma Xi Chapter, Widener University, to attempt to pierce the corporate veil; to secure individual financial responsibility from past corporation officers; and to find out what happened to the money paid and owed. An updated report will be made at the June Grand Council meeting.
4. It was moved by Brother Parks, seconded by Brother Spisak and unanimously passed not to invoice chapters for new pledges acquired in the fall semester for liability insurance purposes.
5. It was moved by Brother Spees, seconded by Brother Still and unanimously passed to issue the necessary safe and harmless clause for Brother Patrick M. Gray, Omicron Chapter, up to the amount of money that comes under our control.

D. COMMITTEE ON PERSONNEL (Attachment E)

1. It was moved by Brother Still, seconded by Brother Spees and unanimously passed to review the salary ranges with salary recommendations and job performance appraisals as a full package at the June Grand Council meeting.

2. It was moved by Brother Spees, seconded by Brother Spisak and unanimously passed to change the title of Assistant Director of Chapter Services-Expansion to Director of Expansion.
3. It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to change the staff secretaries' job titles to be Administrative Assistants and the Computer Services Coordinator be changed to Membership Services Assistant.
4. It was moved by Brother Still, seconded by Brother Garvey and unanimously passed to extend their congratulations to the staff on its progress in adopting the principles of Total Quality Management (TQM) and encourage a bottom-up review of current administrative processes in search of efficiencies.
5. It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to applaud the efforts to train the Headquarters staff in CPR and to recommend a staff member be certified as an instructor to facilitate this training and reduce overall costs.
6. It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to approve the job descriptions with the following changes:
 - a. On all positions with shared responsibilities between the Fraternity and the Educational Foundation, the term "President of the Educational Foundation" will be inserted after each reference to the Executive Vice President.
 - b. The reference to Chapter Advisory Board in the Senior Chapter Leadership Consultant job description shall be changed to Chapter Advisory Team (CAT).
7. It was moved by Brother Spees, seconded by Brother Philippi and unanimously passed to include the draft severance policy in the Employee Handbook with the following amendment:

Item D(3)d to read, "One week for each year of service up to a maximum of 10 weeks."
8. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously passed that it is inappropriate for the Grand Council to

define the duties of the Educational Foundation members and request current activity in this regard to cease and no further action be taken.

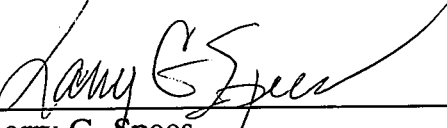
9. It was moved by Brother Spees, seconded by Brother Philippi and unanimously passed to accept the letter of understanding and oath for Official Family.

10. The Grand Council and Educational Foundation Trustees then went into Executive Session.

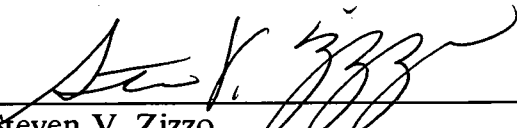
73. ADJOURNMENT

The meeting was adjourned Sunday, January 23, 1994, at 9:52 a.m.

Respectfully submitted,



Larry G. Spees
Grand Secretary



Steven V. Zizzo
Interim Executive Vice President

Approval of Mail Vote 231

Mail Vote 231

Approval for the Grand Council to increase from \$500 per month to \$1,000 per month effective September 25, 1993 the pension for Ralph F. Burns, payable to Joanna Burns for the duration of her life.

REPORT TO THE COMMITTEE ON UNDERGRADUATE OPERATIONS

Dr. Larry G. Spees, Chairman
Mark D. Still
Larry D. Philippi
Dave Baker, Undergraduate Representative
Dr. Dennis R. Parks, Ex-Officio
John R. Chaney, Executive Vice President
Jeffery S. Owens, Director of Chapter Services

Page

I. CURRENT ISSUES/RECOMMENDATIONS

A. Mid-Year Statistics	1
B. Chapters of Concern	2
C. Chapters with Violations/Suspensions	4
D. Colony/Interest Group Update	6
E. Chapter Visits	6
F. Expansion	7
G. Leadership Conference and Convention 1994	9
H. National Leadership Conference 1995 and Beyond	10
I. Province System	10
J. Chapter Services Projects	11

II. LONG RANGE ISSUES/RECOMMENDATIONS

A. Items for discussion	12
B. Mergers	13

**REPORT BY THE
COMMITTEE ON UNDERGRADUATE OPERATIONS**

I. CURRENT ISSUES/RECOMMENDATIONS

A. Mid-Year Statistics

GROUPS

Dates	3/90	8/90	1/91	8/91	1/92	6/92	1/93	6/93	1/94
Chapters	53	53	53	51	54	51	49	50	50
Colonies	2	2	2	3	4	3	3	1	2
Int. Groups	2	1	3	3	2	1	1	2	1

MEMBERS

Year	Pledges	Initiates
1989 - 1990	951	808
1990 - 1991	954 (NC)	768 (-5%)
1991 - 1992	878 (-8%)	750 (-2%)
1992 - 1993	798 (-9%)	771 (+3%)
January 31, 1990	456	232
January 31, 1991	470 (+3%)	284 (+22%)
January 31, 1992	421 (-10%)	249 (-12%)
January 31, 1993	403 (-4%)	250 (NC)

B. Chapters of Concern

There are several chapters, which over the past two years, have been mandated by Grand Council action to increase their undergraduate membership. Some staff members believe that this has been rescinded due to the change in our mission statement. Several of the chapters listed below, (plus D&E, Tri-State, others?) have been instructed in the past year to increase their undergraduate membership to designated levels or face Grand Council sanctions.

Recommendation: Discuss whether we are to continue working towards our original goals of having the specified chapters be at a minimum of 25 to 30 members by a certain date or if we have deleted that requirement.

East Carolina. The chapter has suffered a downward spiral in brotherhood and membership. Their membership is just below 20 now after a large graduating group. They have two alumni attending graduate school and moving back into the house this spring.

Recommendations:

1. Replace two current GCAs with Chris Herman, a past HSP now living in the area.
2. Hold a retreat this spring with them that allows them to create their future and sets a course for its fulfillment.

UCLA. The chapter seems to be suffering from a lack of direction and focus, and they are experiencing a downward spiral in membership and brotherhood. Membership is now in the teens. They received a week-long visit from Jeff Owens earlier this quarter and will receive another five-day visit from Ed Lenane in early February, both of which will attempt to hold retreats. They also received a visit from Mike Macfarlane in October.

Recommendations:

1. That the staff obtain a core group of alumni advisory support with the several local, young alumni.
2. Once this group is formed, appoint a new Grand Chapter Advisor.
3. Hold retreats on above mentioned visits that concentrate on developing an identity and a chapter focus, and then set goals and action plans to accomplish it.

Illinois State. They returned to campus with 13 brothers, and pledged four new men this fall. They will receive an early visit in late January from Mike Macfarlane for rush assistance, and he will return the following week to follow up on progress made and coach them through their obstacles and barriers.

Recommendation: Monitor the chapter's progress during the spring term, and take appropriate action at June meeting, based on their progress.

Iowa State. Due to declining numbers and increasing accounts receivable, the Phi Chapter Alumni Corporation voted to recommend a temporary suspension of the chapter, and reorganize after groundbreaking of a new house occurs, within the next

two years. The alumni have a valid offer to sell the house for \$266,000. From that they will net \$175,000. They have placed an offer for a prime piece of property at Beech and Sunset for \$400,000 adjacent to the current fraternity/sorority circle and directly across from the Iowa State Center. They are currently assembling a limited partnership and they will begin some general fund-raising in the very near future.

Recommendation: Support the alumni corporation's decision (Enclosure A, page 14-15).

Loyola. The chapter won that campus's Most Improved Chapter Award and are no longer on probation, but membership remains low with approximately 14 brothers, and no report of any pledges yet this year. Ed Lenane will be there in late January, and is attempting to hold a Loyola/Illinois Tech retreat.

Recommendations:

1. Secure greater local advisory support.
2. Monitor the chapter's progress during the spring term, and take appropriate action at June meeting, based on their progress.

Missouri. The chapter membership consistently remains low. They currently have 15 brothers and two pledges. They will receive a visit from Jeff Owens in early February. The staff has found an older alumnus approximately 40 minutes away willing to help the chapter, but not to act as GCA. He wants to complement someone else's services who is more local. Jim Reid, Alumni Corporation President, will be hiring a graduate student for the fall to live in the house and work with the chapter.

Recommendations:

1. Support Jim Reid's efforts to hire a live-in graduate student for the fall to assist and coach the chapter.
2. Utilize the services of new advisor to fullest potential.
3. Provide chapter services support for summer rush.

Ohio State. The chapter membership remains consistently low. Shaun Sizemore has been appointed as GCA, and Jeff Owens held a retreat with them early in their school year where rush (30 brothers total) was one of two goals set with a supporting action plan. They received a team visit earlier this quarter from Mike Macfarlane and Glen Olson.

Recommendations:

1. Follow up with them on their action plan.
2. Empower Shaun to develop a Chapter Advisory Team (CAT), after attending the GCA Training session in late February.

Oregon State. After last spring's major staff-driven recruitment effort, the chapter began this academic year with four committed undergraduates, but little knowledge about developing and maintaining a brotherhood. Chapter Leadership Consultant Mike Macfarlane visited early in the school year to hold a retreat where they developed a focus and a chapter mission statement. Past Director of Chapter

Services Randy Lewis has been given a stipend to act as the live-in consultant for five weeks to help them set membership goals, action plans and coach them through the recruitment process. The chapter has a CAT in place, but their impact has been limited since there are only four undergraduates. **Recently the alumni have placed the house on the market, and Randy reports that there have been possible buyers looking at the house even though we supplied them with a monthly \$1,500 stipend to prevent them from selling the property.**

Recommendation: Monitor the chapter's progress during the winter and spring quarters, and take appropriate action at June meeting, based on their progress.

Presbyterian. They returned to school this year with six members after last spring's membership review. They outdid last year's fall rush by recruiting five pledges, but membership remains low.

Recommendations:

1. Have Todd Harris hold a rush retreat this spring with them.
2. Monitor the chapter's progress during the spring term, and take appropriate action at June meeting, based on their progress.

R.P.I. Their chapter membership has dwindled to low teens. They will receive a team visit from Mike Macfarlane and Ed Lenane in February for rush and pledge education assistance. They have accrued a debt with the university, and due to low membership have closed the annex. Presently six undergraduates remain in the chapter house.

Recommendations:

1. Assist them with the development of a new membership education program that incorporates rush training.
2. Develop a schedule of weekly conversations with the chapter that allows them to create an exciting future for themselves, specific steps to realize this "future," and then ways to accomplish the steps.

C. Chapters with Violations/Suspensions

American. Over the summer, the chapter was written up for chanting vulgar songs after their last chapter meeting of the year (Enclosure B, pages 16-41), and they were placed on probation for one academic year. Then, in early August, the chapter's recognition was suspended after the house was severely damaged. Due to this, they lost their collective housing in the residence halls. They have already received four visits from staff members this year, two of which were team visits and one was a \$3,500 retreat that was funded by a Fraternity loan. But, this damage was done by chapter alumni, so the administration reinstated their recognition and required a "reorganization plan" from Headquarters representatives.

Recommendations:

1. Support the "reorganization plan" proposed by Bernie Schulz, Alumni Advisor (Enclosure C, pages 42-54).

2. Authorize and empower Bernie Schulz to develop a Chapter Advisory Team. Davis & Elkins. The chapter suffered two incidents this year, and membership has dwindled to single digits. They have been informed that a revocation vote will take place at this meeting. A few Gamma Delta alumni have responded with letters (Enclosure D, pages 55-78).

Recommendation: Revoke the charter.

Findlay. The chapter was placed on probation at the end of last year after damaging their college-owned house. Further, the chapter was caught with alcohol in the house by the Greek Advisor during a Homecoming event this fall. Since Findlay is a dry campus, they were placed on extended probation through December 1994. The college developed a "Return to Colony" plan for the chapter to accomplish before they are released from probation (Enclosure E, pages 79-84.)

Recommendation: Follow through on already imposed requirements.

Illinois. Although the chapter is no longer on suspension, the live-in advisor issue remains open. At last year's January meeting, the Grand Council allowed a one-year extension on this action (Enclosure F, pages 85-87). The chapter has an impressive CAT, but it has not met regularly this year. Chuck McCaffrey, Grand Chapter Advisor is the CAT Chairman.

Recommendation: Rescind the live-in advisor requirement.

Lehigh. The chapter was placed on suspension last May for hazing and a risk management violation. Their retreat was mutually postponed to late January to include pledges' attendance. After that, the chapter will have met necessary sanctions, but remains on probation through the end of the academic year.

Recommendation: Follow through on already imposed requirements (Enclosure G, pages 88-92).

Missouri Valley. The chapter held a wet rush event early this year, and then was caught stealing materials for a Homecoming float in October. They still maintain a huge debt with the Headquarters, and show little signs of progress, even though a GCA was appointed and they held a retreat with Mike Macfarlane this fall (Enclosure H, pages 93-101). Jeff Owens will be holding another retreat with them in early February.

Recommendation: Begin revocation procedures immediately against the chapter.

SUNY-Plattsburgh. The chapter held an open party in early September, with collectively-purchased kegs. The chapter is also suffering from a downward spiral membership and a lack of leadership.

Recommendation: Follow through on already imposed requirements (Enclosure I, pages 102-107).

Radford. The chapter was placed on probation through the spring semester when they held an illegal party. Specifically, the chapter collectively purchased alcohol and allowed people to jump off the roof of the house (Enclosures J, pages 108-118).

Recommendation: Follow through on already imposed requirements.

Stockton State. The chapter held an open party with kegs during Halloween weekend (Enclosure K, pages 119-133). This is their third major incident in four years, and the chapter has been placed on suspension by the college through fall, 1994. Suspension results in a loss of college recognition for the chapter.

Recommendation: Follow through on already imposed sanctions.

D. Colony/Interest Group Update

Lindenwood. With 36 members this colony is almost twice as large as each of the other two chapters here. No petition has been received yet; the group still needs to get a little more organized and established. Look for them to submit a petition once they complete necessary paperwork and documents (i.e. their Constitution & By-Laws). They will receive a visit from Jeff Owens in early February, and they have secured a good Faculty Advisor to complement Jim Reid's services.

Recommendation: Work with them to secure a chartering petition this spring, and assist them with developing an initiation ceremony and chartering banquet this spring.

Murray State. Please see "F. Expansion."

Virginia Tech. This group remains strong and held their formal pledging ceremonies on October 31. They bounced back this fall after an unfortunate summer when one of the founding members passed away. Also, the house they expected to rent in the fall was vandalized and destroyed by the summer residents, so seven of them had to scramble just before school to find other housing. Their current membership is 28, and they have informed us that they will likely have another pledging ceremony soon with at least 12 more pledges. Thomas Wilson, a brother from Concord College and a faculty member at Virginia Tech, has been appointed as their advisor.

E. Chapter Visits

All chapters, with the exception of Beta Omicron at Tri-State and Alpha Nu at Westminster received at least one visit during the fall. Sixty-seven Chapter Services staff visits were made during the entire fall term, and 13 known retreats were held. In addition, Executive Vice President Chaney visited 17 chapters during the fall, Vice President for Development Zizzo visited Rutgers University and Director of Alumni Services Kocher made a visit to IIT, also in fall, 1993. Grand Council and key volunteers made numerous chapter visits.

In the spring, the staff will concentrate heavily on visiting struggling chapters, young chapters/colonies and chapter retreats.

F. Expansion

1. Overview

Since the official "kick-off" of our expansion plans on October 1 when Todd Harris officially joined the professional staff as Director of Expansion, many exciting things have happened. Much work has also been done in expansion cultivation for future projects. A customized mass-mailer sent out in November to over 300 colleges and universities detailing Alpha Sigma Phi expansion continues to bring results. (See Enclosure L, pages 134-137.) The expansion program model was established. (See Enclosure M, pages 138-144.)

2. First Project—Murray State

The completion of our first expansion project using the new six-week plan at Murray State University in Kentucky validated our program. The project was a huge success and the group currently has more than 60 men. (See Enclosure N, pages 145-147.) In addition, a philosophical foundation has been laid regarding Alpha Sigma Phi expansion which shall serve us well in the years to come. (See Enclosure O, page 148.)

The Murray State Colonization Banquet will be held in Clarksville, Tennessee, on January 29. Along with Executive Vice President Chaney, a member of the Grand Council is requested to attend. After the banquet, the group will be officially handed over to Chapter Services, who will be responsible for all formally colonized groups.

3. Program Refinement

After the completion of the Murray State project, a few questions arose. These include:

- * When does a new group become a colony?
- * Is a group formed by the Fraternity required to submit a colonization petition or do they automatically become a colony upon reaching 25 men?
- * Will they be required to petition?

Recommendation: On staff generated expansion projects, the group will be formally accepted as a colony upon written notification by the members of the group that they have met our requirements and receive confirmation from the Executive Vice President.

4. Colonization to Chapter Transition

A new system for naming our colonies is needed as we will soon have more than we ever had before. A system was developed that uses the name of the state in which the school is located, followed by the Greek letter designation corresponding to the number of chapters, active and inactive, that were already in that state. For example,

the Murray State group would be called Kentucky Gamma, for it is the third chapter we have had in that state, following the University of Kentucky and Centre College.

Recommendation: That an interest group and colony be known by state name, then chapter designation order within that state.

5. Projects this Year

We have two more expansion projects lined up for this academic year. The first will be the University of Montevallo in Alabama (February 14-March 14) and the second will be Grand Valley State in Michigan (March 17-April 17). We will try to secure one more project for the end of April and the month of May. A few possible opportunities for additional expansion this year include acquiring local fraternities at the Oklahoma School of Science and Arts, Northwestern, Franklin and Marshall and Wabash College. Kevin Garvey will be meeting with the president of a local at Franklin and Marshall and their president will be attending PAL. Other more remote possibilities would include Catholic University, Gaulladet, Georgia Tech, Villanova and Winona State.

6. Projects for Next Year

Our only definitive expansion project for academic year 1994-95 is Auburn University (AL). In many ways, Auburn University will be Alpha Sigma Phi's key to the south. It is regarded by most southern schools as one of the flagship universities of the south. Many southern colleges and universities who are currently unfamiliar with Alpha Sigma Phi will be watching us closely and monitoring our progress there. Therefore, successful expansion at Auburn is vital to the success of our southern expansion strategy.

During the next several months, additional expansion commitments should develop. At the present time, we have possible opportunities at the following schools: Arkansas State, Central Washington, Middle Tennessee State, North Alabama and Southwestern Louisiana State. We have also been in contact with many schools where we have inactive chapters to discuss recolonization. This list includes: Michigan, Minnesota and Connecticut. We also have tentative plans to return to the following schools along with a plan of action for each school.

<u>SCHOOL</u>	<u>DATE/ACTION</u>
Alabama	Awaiting housing and waiting for system to "progress" beyond its current state.
Baldwin-Wallace	Available to return in fall, 1994.
Lawrence Tech	Working with alumni council.
Marietta	Spring 1995/1996
Michigan	Spring 1995, provided housing is available, fall, 1996.
Ohio Northern	Spring 1995
Oklahoma	Waiting for housing.
Stanford	??
Wagner	Awaiting a level playing field.

Recommendation: The staff concurs with the verbal recommendation of Leonard Hultquist and concurred with by John Blackburn and the Alpha Iota Alumni Association, that the Grand Council approve a temporary transfer of money from Alpha Iota to an established Auburn Alumni Corporation to be used as a down-payment on the construction of a new house on Auburn's new Greek Row. The fund currently stands at \$46,130. Payments from the Auburn chapter would be made back into the Alpha Iota fund and the general Fraternity would still be obligated to make the funds available to the Alabama chapter on demand. Leonard Hultquist has agreed to work out many of the financial details to insure that we are successful.

7. Future Staff Assistance and In-house Items of Interest

We plan to tie the position of Director of Expansion more closely to Director of Alumni Services to allow for alumni cultivation *before* an expansion attempt is made in the region.

Also, a Chapter Leadership Consultant is needed to assist the Director of Expansion on all expansion projects during the critical weeks 2-5.

As our number of new chapters will be increasing each year, a new award given out annually to the best new colony should be approved and named by the Grand Council. It would be awarded at the National Leadership Conference.

A new eight-page, full-color expansion brochure is being developed as an "image piece" to be used during all expansion projects. In addition, we will also be looking into a two-page full-color brochure to be sent to parents of newly recruited colony members.

Recommendations:

- a. Continue on our present course of structured six-week expansion projects.
- b. Approve a Chapter Leadership Consultant to work with the Director of Expansion during weeks 2-5 of all expansion projects.
- c. Approve the developed plan for naming our new colonies.
- d. Approve an award to be given to the year's top new colony.

8. Overall Assessment

Our strategy is on-track. After a slow start, momentum is building and expansion is moving forward at a very acceptable rate.

G. National Leadership Conference & Convention, 1994

This year's conference and convention will be held at the O'Hare Marriott in Chicago, IL from August 18-21. Ed Lenane will act as Conference Director, assisted by Assistant Director Bev Moody. The Alumni Conference will be held from August 19-21 and will

be directed by Director of Alumni Services Ted Kocher. Stuart Spisak will act as a consultant for the Alumni Conference.

This year's conference and convention will again include the society concept and will offer a new, innovative program titled "Into the Streets." The goal developed by the conference staff for attendance is 180 undergraduates and 20 alumni (excluding staff, Grand Council, trustees, facilitators and presenters). As requested, the conference and convention schedule has been reduced to a four day/three night format. Please review the enclosed tentative agendas for the NLC&C and Alumni Conference for more information. (Enclosure P , pages 149-153).

H. National Leadership Conference 1995 and Beyond

At the time of this report, the staff is considering holding the 1995 NLC in Charleston SC (dates to be recommended by the Sesquicentennial Committee) and the 1996 NLC&C in St. Louis, MO, August 15-18th. Staff members will be visiting both locations this year to recommend facilities.

Furthermore, staff is continuing negotiations with Marriott and Hyatt Hotels' national sales offices to secure a long term hotel contract for future National Leadership Conferences (& Conventions), Presidents Academies of Leadership and Grand Council/Educational Foundation Trustee meetings.

Recommendations:

1. That the Grand Council approve Charleston, SC as the location for the 1995 National Leadership Conference.
2. That the Grand Council approve St. Louis, MO as the location for the 1996 National Leadership Conference & Convention.
3. For the years 1997 - 2000 the Grand Council allows the staff to research and consider the following locations to host the National Leadership Conference (& Convention):

Nashville, TN	Cincinnati, OH	Philadelphia, PA
Baltimore, MD	Atlanta, GA	Columbus, OH

4. That the staff continue working toward securing a long term contract proposal from Marriott and Hyatt and submit them for review at the June 1994 Grand Council Meeting.

I. Province System

At the time of this report only one province (Province VI) has a leadership program planned for the 1993-1994 academic year. Enclosed is a memo sent out by Ed Lenane on October 14, 1993 to all Grand Province Chiefs, Assistant Grand Province Chiefs and Province Presidents updating them on the status of the province system and asking them

to consider their commitment to their current position (Enclosure Q, pages 154-155). They were requested to call Ed at the Fraternity Headquarters by November 12, 1993 to discuss the province system and its current status. To date Ed has received only two phone calls.

Recommendation: That the Grand Council halt all activities in the province system completely and allow the staff to develop a regionally-based program that would focus on leadership development, character development, and brotherhood development.

J. Chapter Services Projects

In addition to NLC 1994, PAL, and general chapter services operations, the staff has completed or will continue to work on the following projects:

1. Enhancement and increased focus of attention on recruitment, training, and positive reinforcement of Grand Chapter Advisors for undergraduate chapters. Specifically, these items are planned:
 - a. The Grand Chapter Advisor's Manual has been completed and will be distributed during GCA training programs this spring and at the National Leadership Conference.
 - b. A GCA training program will be developed and implemented regionally every year, the first scheduled to occur in late February at Bowling Green. At the time this report was written, only a working outline of this program had been completed. It is enclosed for your information (Enclosure R, pages 156-160). It should be noted that one primary objective of this program will be to explain to, empower the GCAs to recruit and implement a Chapter Advisory Team (CAT) for their chapters.
 - c. A "Grand Chapter Advisor of the Year" Award will be developed to recognize excellence in an often under-acknowledged position, the GCA. The award will go to the most outstanding GCA each year at the National Leadership Conference. The specific criteria for this award will be developed before the next Grand Council meeting.
2. Development of a regionally-based leadership program to replace the province system.
3. Update of *To Better the Man* to reflect the current status, philosophy and doctrinal material of the fraternity more accurately, and eliminate outdated photographs and materials.
4. An HP Manual will be completed and ready for distribution by the 1994 National Leadership Conference & Convention.

II. LONG RANGE ISSUES/RECOMMENDATIONS

A. Items for discussion

The committee may wish to discuss the following items:

1. The "Undergraduate Interest, Quality, and Needs Survey"

The full report is included as Enclosure S, pages 161-185, but here are some of the results:

Items listed as:

Most useful

Natl. Leadership Conference
To Better The Man
Scholarships, grants
Scholarship improvement info
Scholarships to attend Fraternity conference

Least useful

Province programs
Social programming ideas
Building relationships with women skills

Highest quality

Natl. Leadership Conference
Scholarships, grants
Scholarships to attend Fraternity conference
"Brotherhood Bulletin"

Least quality

Province programs
Etiquette guidelines
Membership recruitment ideas
Social programming ideas
Building relationships w/women skills

Most future importance

Nat'l. Leadership Conference
To Better The Man
Leadership training
Scholarships, grants
Scholarships to attend Fraternity conference
"Alpha Sig Connection" job opportunity program

Least future importance

Province programs
Etiquette guidelines
Regional leadership programs
Social programming ideas
Building relationships w/women

2. Research conducted with undergraduate focus groups (Enclosure T, pages 186-187).
3. Reactivation of Alpha Chapter. The Sesquicentennial Committee requested that the staff research the possibility of reactivating Alpha Chapter. Here are some findings:

Pros to an Alpha reactivation are minimal. They include:

- a. Adds one more chapter in an increasingly aggressive expansion era
- b. Added prestige and excitement during Sesquicentennial

c. Enhanced presence at quality institutions in the Northeast

Cons include:

- a. The administration doesn't support fraternities/sororities and provides no advisor for Greeks, key necessities for our new expansion program
- b. Goes outside of our planned expansion geographical area, the Southeast
- c. No signs of Yale alumni or local alumni support
- d. Violates our agreement to expand only on campuses where we are welcome
- e. No other strong chapters nearby (Cornell is 4.5 hours away)
- f. No known housing available.

Recommendation: The staff does not pursue expansion at Yale University at this time. This follows a fall visit by Executive Vice President Chaney and an independent trip by Brothers Bob Shaw and Leonard Hultquist of the Sesquicentennial Task Force.

B. Mergers

During the past year we have continually made inquiries of other men's general fraternities concerning their interest in discussing a merger or other inter-operable agreement. Grand Senior President Parks may have updated information from his inquiries and Executive Vice President Chaney is prepared to bring the Grand Council up-to-date on one particular fraternity's interest plus any updated material on our on-going discussions with Phi Sigma Phi.

Recommendation: Discuss the merger opportunities and provide any feedback to the Grand Senior President and Executive Vice President on directions for the future.

REPORT TO THE COMMITTEE ON ALUMNI OPERATIONS

Stan G. Thurston, Chairman
Alfred B. Wise
Robert A. Sandercox

Kevin J. Garvey
Stuart A. Spisak
Grand Council Liaisons

Steven V. Zizzo, Vice President for Development
Theodore R. Kocher, Director of Alumni Services

Page

I. CURRENT ISSUES/RECOMMENDATIONS

A. Capital Campaign	1
B. Annual Loyalty Fund	3
C. Kleinoeder Bequest	5
D. Alumni Development	6
E. <u>Foundation For Excellence</u>	6
F. Chapter Newsletters	6
G. Action Items from other Grand Council Committees	7

II. LONG RANGE ISSUES/RECOMMENDATIONS

A. Educational Foundation Endowment	7
B. Planned Giving	8
C. <i>The Tomahawk</i> and the "Look"	8
D. National Alumni Awards	8
E. Sesquicentennial Committee	9
F. Other	9

REPORT TO THE COMMITTEE ON ALUMNI OPERATIONS

I. CURRENT ISSUES/RECOMMENDATIONS

A. Capital Campaign

1. Planning Study. At the September meeting in Pittsburgh, a Ketchum delegation consisting of Executive Counsel Bob Simonds, Study Director Tom Golightly, and Assistant Counsel John Wray presented the Planning Study to the Grand Council and Educational Foundation Trustees. They specifically shared their observations, conclusions and recommendations. Following the meeting, the attendees reviewed the entire report and met in small groups for discussion of the major issues.

Each of the discussion groups then shared what they believed to be the major issues which needed to be handled. It was agreed that the campaign would proceed and that details would be worked out with the information that was already shared.

The committee will be meeting in Pittsburgh on the morning of January 21 and additional information will be available when this committee convenes. Bob Simonds' last two pieces of correspondence are included as Enclosures A and B, pages 10-11, 12-17.

2. Steering Committee. The steering committee has grown by one more, adding Leonard Hultquist, Alabama '60. Brother Hultquist brings geographical diversity and a good business background to the committee. At a December 13 conference call, (Enclosure C, pages 18-20) the committee approved a list of potential volunteers for the campaign:

- a. Ron Dollens, Purdue '65--Sr. V.P., Eli Lilly Corp.
- b. Fred Eydt, Cornell '49--President, Medallion Hotels, Cornell Trustee
- c. Bruce McCubbrey, Michigan '54--Attorney
- d. John Zamparelli, Tufts '47--Attorney
- e. Art McWood, Michigan '49--V.P., Nolwood Chemical Co.
- f. Dale Tinstman, Nebraska '38--Chairman, Eaton Tinstman Druliner
- g. Ron Fischer, Indiana '69--Sr. V.P., Gemini Consulting Co.
- h. John Luckenbill, Stockton State '84--long time volunteer
- i. John J. MacDonald, Lehigh '49--C.O.O., 21st Century Ltd.
- j. James I. Reid, Missouri '36--Chairman, M.P. Industries
- k. Eugene Eckel, Stevens Tech '50--Retired President AT&T Network Systems, Stevens Tech Trustee

3. Case for Support. As a result of the Planning Study and new mission statement, the staff prepared a revised case for support for the steering committee to review and discuss in January. The focus of the case is on undergraduates and ties in with our mission statement *To Create and Perpetuate Brotherhood*. A copy of the revised case for support will be available in Pittsburgh. For informational purposes, a revised copy of our Mission Statement is included as Enclosure D, page 21.
4. Prospect Visits. Volunteers and staff members have continued to broaden our range of development and personal contacts by visiting with these brothers. Areas covered in the past six months include New York, New Jersey, Connecticut, Washington D.C., Naples, Los Angeles, Dallas and Atlanta.
5. Research. The position of Research Assistant has been vacant for most of the past six months. The committee will be considering how high of a priority this is.
6. Budget. In 1992-93, the campaign budget was allocated \$250,000 (Kleinoeder Estate receipts) to get the campaign up and running. The actual amount spent in that year was \$150,104. With \$206,500 budgeted for the current fiscal year, it appears that the campaign will run out of funding in just a few short months. The committee will be considering this issue at their next meeting on January 21, 1994. Once current funding runs out, the campaign will rely on unrealized fund appreciation until the remaining portion of the Kleinoeder estate is liquidated or sufficient leadership gifts are received.
7. Other. The committee met in Delaware, OH on October 1, 1993 to discuss the future of the Capital Campaign. The following issues were decided:
 - a. The campaign will run in a quiet phase (40-60% raised) until the August 1995 Conference where the public launch will take place. The campaign will conclude August 1997.
 - b. The campaign will be \$2-6 million. This figure will be finalized after the case is rewritten so that the outcome more directly affects undergraduates.
 - c. The new case will be re-shared with major prospects.
 - d. The case statement will be rewritten with the help of a professional writer.
 - e. Campaign committee size will be limited to two Grand Councilors, two Trustees and seven others, for a total of 11.
 - f. As Ketchum has proposed resident counsel, the committee will look into alternative possibilities with Ketchum and others.
 - g. The committee agreed that we shall pursue our top 10 regions with a written plan to be developed.
 - h. The committee agreed that the Annual Loyalty Fund and cost of the campaign has to be included as a part of the case for support.

B. Annual Loyalty Fund

The Annual Loyalty Fund has raised between \$140,000 and \$180,000 in gross receipts each of the past four years. The last couple of years the Educational Foundation has attempted to raise over \$200,000 through mail solicitations, an annual phonathon and through personal solicitations. These methods have helped the Annual Loyalty Fund come close to achieving this lofty goal, but our closest encounter to \$200,000 came two years ago when it still fell \$20,000 short.

The 1993-94 Annual Loyalty Fund has three primary and three secondary goals. The three main goals are to:

- * raise \$210,000 or more gross dollars
- * yield a net amount of \$130,000 or more
- * lower our cost per dollar raised to under \$.25

The secondary goals important to the success of our Annual Loyalty Fund are to:

- * increase our number of donors
- * keep expenses at \$80,000 or less
- * increase the average gift for the fourth consecutive year

So far this year all of the goals are ahead of last year's pace. The following chart clearly depicts the trends in our Annual Loyalty Fund:

	<u># of Donors</u>	<u>Gross Receipts</u>	<u>Expenses</u>	<u>Net Receipts</u>	<u>Average Gift</u>	<u>Cost per Dollar Raised</u>
1989-90	3,142 (+31%)	166,780 (+24%)	72,938 (+59%)	93,842 (+6%)	53.08 (-6%)	.44 (+29%)
1990-91	2,787 (-11%)	167,922 (0%)	70,785 (-3%)	97,137 (+4%)	60.25 (+14%)	.42 (-5%)
1991-92	2,958 (+6%)	180,359 (+7%)	67,144 (-5%)	113,245 (+17%)	60.97 (+1%)	.37 (-12%)
1992-93	1,850 (-37%)	143,763 (-21%)	36,455 (-46%)	107,308 (-5%)	77.71 (+27%)	.25 (-32%)
12/31/90	1,039 (-7%)	53,992 (-15%)	21,563 (0%)	32,429 (-23%)	51.98 (-8%)	.40 (+17%)
12/31/91	704 (-33%)	50,811 (-6%)	12,856 (-40%)	37,955 (+17%)	72.18 (+39%)	.25 (-38%)
12/31/92	628 (-11%)	46,205 (-9%)	13,503 (+5%)	32,702 (-14%)	73.57 (+2%)	.29 (+16%)
12/31/93	655 (+4%)	52,479 (+14%)	12,888 (-5%)	39,591 (+21%)	80.12 (+9%)	.25 (-14%)

The 1993-94 Annual Loyalty Fund has focused on four new areas. The first is through personal solicitations by Educational Foundation Trustees, Grand Council and staff. As most of these solicitations took place late in the calendar year, we have not yet seen the greatest impact this will have on the success of this year's drive. These solicitations have generated \$7,790 to date. It is encouraging that board members have become actively involved with the solicitation process. Our goal for this same group of brothers is to exceed the \$19,652 they contributed in 1992-93 as we currently have a shortfall of \$11,862 from this group. Please see Enclosure E, page 22 for a \$210,000 gift range chart which is this year's goal. The majority of the money (60%) will come from brothers who contribute \$250.00 or more. These are the key brothers being personally solicited by our board members.

To date, the overall giving to the Educational Foundation is up 20% from last year:

	December 31, 1992	December 31, 1993
Net Annual Loyalty Fund	\$ 32,702	39,591
Chapter Endowment Funds	1,500	4,000
Bequests	6,000	116
<u>Endowment Gifts</u>	<u>5,250</u>	<u>10,738</u>
Total	\$ 45,452	54,445 +20%

Another focussed area for the Annual Loyalty Fund is through special treatment of our lapsed donors. A survey was sent to all brothers who contributed in the 1991-92 fiscal year but not the 1992-93 fiscal year (see Enclosure F, pages 23-24 for actual survey). More than 150 brothers responded to the survey with an array of input. The majority of the brothers stated that their contributions simply fell through the cracks and that they intended to support the "Old Gal" in the future. Through the overwhelming positive response, a follow-up solicitation letter was sent to this group. A total of 8% of the brothers responded to the solicitations so far, with the majority of the renewals anticipated during the spring phonothon.

The new Alpha Sigma Phi Educational Foundation brochure is another addition to this year's Annual Loyalty Fund. The full color publication outlines the programs funded by the Educational Foundation and the impact they have on our brothers. This type of information is crucial to keep our brothers abreast of the programs that are offered through their support to the Educational Foundation. The brochure was included in all initial mailings for this year's drive. Special thanks go to Brother Spisak who designed and printed this important piece (see Enclosure G, page 25 for copy of brochure).

Finally, the last new project developed for the Annual Loyalty Fund is the Annual Loyalty Fund Advisory Committee. The committee's main function is to work directly with the Director of Alumni Services on various aspects of the Annual Loyalty Fund. The committee's first project is developing a Case for Support for annual giving. Other goals include: Further development in the giving clubs, personal solicitations from Annual Loyalty Fund Advisory Committee members, and development of other ways to ensure the success of the Annual Loyalty Fund. This committee will meet four times a year, with the next scheduled telephone meeting on February 8, 1994.

The Future. As with most organizations, it is very important to plan for the future. The Alpha Sigma Phi Educational Foundation continues to receive support from brothers at higher giving levels. This year alone, there will be a minimum of four brothers who contribute to the Educational Foundation at least at the \$5,000.00 level.

There needs to be continued involvement of and emphasis by the Educational Foundation Trustees and Grand Council members in the Annual Loyalty Fund drive. Through the continued support and involvement in the fund raising effort, the Annual Loyalty Fund will continue to reach new levels.

Recommendation: The staff recommends that the Trustees consider a new giving club for the \$5,000 contributors before the start of the 1994-95 Annual Loyalty Fund drive.

C. **Kleinoeder Bequest**

The total amount of Brother Kleinoeder's generous gift is \$6,296,752. Remaining in the estate is a horse farm in Florida which continues to be jointly and equally owned by the Alpha Sigma Phi Educational Foundation, the University of Washington, and the Starr Foundation.

During the past year, the Alpha Sigma Phi Educational Foundation has initiated the lead in disposing of the horse farm. Fortunately, the University of Washington is now taking the lead in this liquidation. They have had the property appraised and the sale price should be in the vicinity of \$400,000. We anticipate liquidation of the property within the next year.

Due to alphabetical listing our Foundation acts as the tax and administrative agent with various Florida agencies. We prepare necessary tax payments, agricultural exemptions, etc., and coordinate the re-payment by the other two foundations.

The finished portrait honoring Brother Kleinoeder arrived at the Headquarters and is displayed in the reception area along with the portraits of Brothers Ralph Burns and John Hoyt. Thus far, Brother Kleinoeder has been honored with a separate fund in his name within the Educational Foundation endowment; *The Tomahawk* Fall 1992 cover story of the Annual Report; and posthumously awarded the Delta Beta Xi which was presented to Mu Chapter in May 1992.

At the recommendation of Trustee Cerny, the staff was directed to investigate a scholarship that could be awarded in honor of Brother Kleinoeder. At the August 1993 Trustees meeting, the staff reported that National Scholarship Director Mark Williams requested an award to add a new dimension to the current scholarship awards program and be awarded for graduate/post-graduate studies.

Recommendation: A graduate/post-graduate scholarship award be called "The Howard L. Kleinoeder Scholarship." Once applications are reviewed, three brothers would be selected as Kleinoeder Scholars and awarded the scholarship at the National Leadership Conferences beginning with 1994. The additional information and the application are included as Enclosures H and I, pages 26-27.

D. Alumni Development

Alumni development continues to be a strong point for Alpha Sigma Phi. Educational Foundation Trustees, Grand Council members, along with staff, continue to build relationships that benefit our Fraternity. These personal contacts are the cornerstone for our success. The challenges we have before us include making these contacts stronger and having board members continually meeting new, successful alumni. Currently with Trustees, Grand Council members and three professional staff fund raisers there's a total of 17 people representing the "Old Gal." The increase in contacts in the future should come personally from the volunteers with support of the staff. Personal dinners, luncheons or even cocktail meetings should be the goal of each board member. Each board member meeting with one alumnus a month would generate 168 contacts a year from our volunteers. Look for the staff to work diligently in facilitating these contacts between our boards and key alumni.

E. Foundation for Excellence

The Foundation for Excellence newsletter is in its seventh year of publication. The audience continues to be those alumni who have supported the Educational Foundation and prospects who could be major contributors. The last issue (Enclosure J, page 28) marketed the "Manigault Society." By keeping the planned giving society in the minds of our alumni, we are giving more opportunities to more brothers to join this distinguished group. The Foundation for Excellence will continue to be published two to three times per fiscal year.

One important enclosure in a recent Foundation for Excellence was our Time, Talent & Needs Survey (Enclosure K, page 29). This is an important facet in our strategic plan to identify the resources and needs of our constituents. A final report will be available at the Pittsburgh meeting.

F. Chapter Newsletters

Chapter newsletters continue to be one of the best ways for our active chapters to communicate to our alumni brothers. Many of the chapters who use this program do so because they would not be able to afford to publish a newsletter otherwise. Some of the information that is included in many of the newsletters is in regard to future alumni events with the chapter, alumni news notes and officer reports on the operations of the chapter. The report on chapter operations is the most important, as many of the chapters do not submit chapter reports to *The Tomahawk* (Enclosure L, page 30).

In 1992-93 the program cost \$12,738, with \$6,718 being spent by December 31. Chapters did not have to pay for their first two issues, but were required to pay for the third issue. With the current program, which requires chapters to pay for their first issue and receive their next two issues free, we have spent \$ 1,094.

The chart below shows the impact this change has had on the program:

	Newsletter Program		On Own	
	<u>Chapters</u>	<u>Issues</u>	<u>Chapters</u>	<u>Issues</u>
1990-91	19	43	10	15
1991-92	33	72	2	3
1992-93	27	45	3	4
1993-94*	16	18	2	2

* As of 12/31/93

G. Action Items from other Grand Council Committees

II. LONG RANGE ISSUES/RECOMMENDATIONS

A. Educational Foundation Endowment

As of 12/31/93, the endowment's value stood at \$7.243 million. In the first half of the fiscal year endowment gifts total \$14,854. The breakdown is listed below. Included is the fund in memory of Ralph Burns. Under Chapter Endowment Funds are \$2,000 in contributions donated to establish the Epsilon Chapter Endowment Fund (of which \$1,500 was in Ralph's memory). Brother Joyce Swan made a gift of \$5,000, matching his contribution last year, for a total of \$10,000 which will enable him to have his own named fund upon Trustee approval. The Kleinoeder income is from a small disbursement of the estate.

Ralph F. Burns Memorial Contributions	\$5,738
Chapter Endowment Funds	4,000
Joyce Swan Fund	5,000
Kleinoeder Fund	116

<u>Endowment</u>	<u>Cash Pledges</u>	<u>Verified Bequests</u>
\$ 7,243,000	\$ 0	\$ 905,846

Recommendation: Approve establishment of the Joyce A. Swan Fund in accordance with the Educational Foundation Policy to name funds with a minimum of a \$10,000 contribution.

B. Planned Giving

There currently are 67 living brothers enrolled in the "Manigault Society." Thirty-six brothers have signified a specific amount and six have put aside an unspecified percentage of their estate. In the past year many inquiries were made to the Educational Foundation but none have materialized into new commitments to the program. The staff is working on developing new materials for the "Manigault Society" in order to follow-up with these planned giving prospects. The newest piece is a "Personal Affairs Record" book which will be distributed to board members at the Pittsburgh meeting.

Recommendation: Focus energy and efforts on increasing membership in the "Manigault Society." This will best be accomplished by first gaining commitments from those board members who have not made arrangements and then expanding the circle to past board members and current volunteers as well as those who have indicated an interest but have not followed through.

C. The Tomahawk and the "Look"

Four issues of *The Tomahawk* were published during the 1992-93 fiscal year. Each issue focused on different aspects of the Fraternity. Since then, a summer and fall issue have been prepared. The 20-page fall issue, still in the pre-press stage, focuses on the National Leadership Conference and includes our Annual Report. Issues for the balance of the year will be 12-16 pages in order to maintain costs.

It is anticipated that Jeff Hoffman will prepare an updated report on a less expensive upgrade of *The Tomahawk* that was conceptually approved at the January 1993 Grand Council meeting (see Enclosure M, pages 31-40). While we have not included a significant expense increase for publication of *The Tomahawk*, it is a discussion that we periodically need to have.

The new Phoenix logo has been distributed. Most comments have been very favorable though there are some undergraduates who adamantly refuse to abandon the stylized Phoenix. In the coming months, Bev Moody will be working with Jeff Hoffman and Stuart Spisak in the development of additional standardized material and a style book to support our upgraded image piece.

D. National Alumni Awards

Currently eight of the ten Delta Beta Xi recipients have received their awards. The presentations have all been very special, but there may come a time that a more structured presentation policy should be implemented. Presentation of the remaining two awards have been planned and will occur in the spring.

The following brothers have received their Delta Beta Xi Award:

Ed Gallagher, Lehigh '34	Larry Grimes, Bethany '61
Allen Stallings, Barton '73	Luther Hays, Purdue '55
Paul Stockert, RPI '80	Richard Jackson, Ohio Wesleyan '50
Kieran Kreiss, SUNY, Buffalo '51	William Prickett, Presbyterian '62

Randy Van Dyne, Ohio Northern '72, will receive his award at the end of April at The University of Findlay's Spring Formal. Presentation of the Delta Beta Xi to Richard Kahler, Radford '82 was previously planned for a Delta Theta fall formal, but was cancelled due to disciplinary chapter sanctions.

E. Sesquicentennial Committee

The Sesquicentennial Committee will meet in Charleston, South Carolina over the weekend of January 15-16. The staff will present an update to the Alumni Operations Committee.

To date, the main decision of the committee has been to select Charleston, SC as the site for the 1995 Sesquicentennial Celebration.

F. Other

REPORT TO THE COMMITTEE ON FINANCE

Kevin J. Garvey, Chairman
 Larry D. Philippi
 Stuart J. Spisak
 Judson B. Althoff, Undergraduate Representative
 Gregory M. Kroencke, Immediate Past Undergraduate Representative
 Dr. Dennis R. Parks, Ex Officio

Richard R. Gibbs
 Stan G. Thurston
 Educational Foundation Trustee Liaisons

John R. Chaney, Executive Vice President

	<u>Page</u>
 I. MAJOR CURRENT ISSUES/RECOMMENDATIONS	
A. 1994-95 Budget Preview	1
B. Accounts Receivable Overview	2
C. Widener Debt	3
D. Liability Insurance Premium Billing Procedures	5
 II. SECONDARY CURRENT ISSUES/RECOMMENDATIONS	
A. 1993-94 Budget Review and Approval of Fiscal Year 1992-93 Audit Reports ...	6
B. Cash Flow Analysis	7
C. Risk Management and Insurance Program	8
D. VISA Affinity Credit Card	9
E. Merchandising	10
F. Other Fundraising Programs	10
G. Formal Adoption of a Fraternity Fund's Investment Policy	11
H. Action Items from other Grand Council Committees	11

III. LONG RANGE ISSUES/RECOMMENDATIONS

A. Dues and Fees Increases	11
B. Dues and Fees Structure Analysis	12
C. Expense Reduction Proposals	13
D. <i>The Tomahawk</i> Upgrade Proposal	14
E. Standardized "Look"	14
F. Future Fund Source Opportunities	14
G. Undergraduate Housing Committee Chair Report on a Permanent Headquarters Plan	14
H. Other	15

REPORT TO THE COMMITTEE ON FINANCE

I. MAJOR CURRENT ISSUES/RECOMMENDATIONS

A. 1994-95 Budget Preview

For the second consecutive year, a budget preview has been prepared for both organizations (Enclosure A, pages 16-18 and Enclosure B, pages 19-20) for consideration at the winter meetings.

Input was solicited from the Grand Council and Educational Foundation Trustees plus the professional staff, key volunteers and the undergraduate chapters prior to the preparation of the draft budgets. After the input was analyzed and our strategic plan considered, Grand Treasurer Garvey and Executive Vice President Chaney prepared the preliminary draft. Budgets were again circulated to the Grand Council Finance Committee, members of the Educational Foundation Trustees and the staff for supplemental review.

In developing the budgets, the following basic assumptions were made:

- * Educational Foundation funds from earned income on the endowment would again be \$350,000 and that they would continue to pay fair share user costs and charge the Fraternity, Inc. in the same relative amounts as in previous years for certain costs.
- * The National Leadership Conference would continue to be a significant cost center instead of a profit center similar to other non-profit organizations.
- * Expansion revenues would begin to significantly offset expansion expenses.
- * No significant change in undergraduate driven revenues caused by aggregate census or increase in dues and/or fees. (Enclosure C, page 21.)
- * No significant change in staff size.
- * Overall personnel costs would not increase on the average in excess of six percent across the board.
- * Relative stability in program and services.

Recommendation: Discuss the 1994-95 budgets. A proposal for balancing the proposed budget is contained on the November 30, 1993 memo to Grand Treasurer Garvey (Enclosure D, page 22). Budgets will be considered for final approval at our summer meeting.

B. Accounts Receivable Overview

Our accounts receivable for our various chapters' dues and fees includes liability insurance receivables, though the amounts due on January 15, 1994 to be collected by our insurance broker have yet to be added to the figures on Enclosure E, page 23.

A significant accounts receivable which has not been included are unreported pledges and initiates. Our guidelines require chapters to report pledges within seven days after pledging and request Initiation Authorization and payment of initiation fees 10 days prior to the ceremony. While this never happens, many chapters do not report until members are discovered.

The overall accounts receivable situation continues to be a function of chapters failing to respond or negotiate membership figures in a timely manner. Without their input, chapters may have been invoiced for too many members and too high of an insurance premium. After diligently working with them during the period between September 1 and November 24 (when our census had to be reported for liability insurance purposes), the figures were "locked in".

In an effort to resolve the chapter reporting system, the professional staff has worked diligently to refine and simplify the administrative requirements and the supportive forms. Procedures to involve errant chapters included reminder mailings and follow-up telephone calls. Still, we have chapters that have not even partially complied with reporting requirements and others that have neither paid their invoices nor notified us that they have disputes of their membership rosters. In fairness to the chapters, they probably still have some members who could have been eliminated if they had even responded. Still, there are those who question their membership count on one hand, then fail to report additional pledges and initiates on the other hand that would have affected the basic count to begin with.

The professional staff under the leadership of Bev Moody has mounted an aggressive collection effort. Accounts receivable are her highest priority and responsibility. Bev continues to direct our collection efforts by following procedures developed in 1988 and refined and enforced with the assistance of our outside auditor during the past six months. At present, she is working to establish promissory notes with all chapters with delinquent accounts as indicated in the remarks section below.

The Grand Council Finance Committee, John Chaney and Bev Moody met with 12 chapters individually during the National Leadership Conference in August. This series of non-confrontational meetings sought to discover the reasons for delinquencies and endeavored to work with the chapters to make certain they would be able to stay on top of their bills this academic year. A quick rundown shows that nine chapters (Barton, Davis & Elkins, Illinois State, Longwood, Loyola, Missouri Valley, NJIT, Slippery Rock, and Widener) have made progress

in that they have paid this year's dues and fees or have been communicating with us regarding their debt. The three chapters that have not complied with the request to remain current with this year's invoices are Miami, Stockton and Washington. Although Washington has stated that their check is on its way to us, Miami and Stockton have failed to respond to phone calls, certified letters and mailgrams regarding their dues and fees.

As requested by the Finance Committee, under separate cover is an Executive Summary of our collection procedures.

Recommendations:

1. Discuss the accounts receivable situation and make suitable recommendations to staff.
2. Grant a one time moratorium for chapters to report all pledge and initiates than resume administrative actions/charges.
3. Adopt a no-nonsense attitude to include disciplinary action up to withholding convention votes or even charter revocation to chapters in default.
4. Discuss administrative sanctions/disciplinary procedures for chapters who do not comply with administrative requirements and are financially deficient.

C. Widener Debt

At the time of closing on the chapter house property, we had received no payments in the preceding year and a half since Dave Mason resigned from the alumni corporation position. There was a period when we had no corporate officers listed, though we were led to believe by all parties that Matt Herman immediately took over from Dave Mason. Initial actions have been taken to investigate our various options including "piercing the corporate veil," and we have a Pennsylvania attorney ready to proceed upon our direction.

As a way of explanation, the contractual agreement was for the chapter alumni to pay \$1,667.00 per month with one-half being applied to rent and one-half to be applied to reducing the balance owed. The alumni always said they had insufficient undergraduate income to make necessary tax payments and substantial capital improvements which were required by our agreement. While we saw some \$10,000 or so in essential capital improvements, they have made no real tax payments since the late 1980s. Assuming they received undergraduate rent payment, we cannot logically understand where all their money went. We also do not feel they can adequately defend their financial situation. Even with the sale and some impending actions, W. David Eckard, Widener '63, Widener University Vice President for Administration and Finance, made a moral commitment for both short and long-range collective housing for the Gamma Xi Chapter. While that was not received prior to the closing, we "memorialized" that commitment back to the University in a certified letter.

Information relevant for discussion:

A-S-P Corporation Purchase

Original sale price of house to A-S-P Corporation in 1981	\$ 50,000.00
A-S-P Corporation financed at 13½% interest for five years	ca <u>32,500.00</u>
Original encumbrance by A-S-P Corporation	\$ 82,500.00

Gamma Xi Chapter

Total amount contracted by Gamma Xi Chapter to A-S-P Corporation (variously adjusted by mutual agreement)	\$ 131,687.40
Amount paid by Gamma Xi Corporation to A-S-P Corporation	<u>86,593.20</u>
Shortfall in payments	\$ 45,094.20
Amount owed on note plus back property and school taxes, and emergency loan by Gamma Xi Corporation at closing	ca \$ 63,500.00

A-S-P Corporation Sale

Sale price	\$ 85,000.00
Debt of Gamma Xi Corporation at closing	\$ <u>11,460.35</u>
Adjusted Net	\$ 73,539.65

Recommendations: Discuss the situation and decide the various options. Among these include:

- * Forgiving the entire debt.
- * Going forward in an attempt to pierce the corporate veil and endeavor to secure individual financial responsibility from past or current corporation officers.
- * Put forth a re-payment or limited repayment plan that could include provisions for debt reduction if the chapter fulfills certain commitments (i.e., keeping undergraduate dues and fees current; requiring chapter to secure a Grand Chapter Advisor; require the undergraduate chapter, the Grand Chapter Advisor and alumni to have a certain number of members in attendance at upcoming National Leadership Conference/regional events; require annual joint undergraduate alumni fundraising projects with a minimum of \$1,000 being sent to the Fraternity.)

D. Liability Insurance Premium Billing Procedures

At present, we invoice chapters for liability insurance premiums based on a variety of allocation factors. One key and essential ingredient is membership. We have long used the reported fall undergraduate membership report as a basis. This is the census when a chapter's membership should be the absolute lowest as when they return to school they have eliminated graduating seniors and have yet to recruit a freshman pledge class. Essentially, their roster is for carry-over pledges and returning members.

For years, we have continued to invoice the chapters based on the returning figures. This has always been and continues to be acceptable to our liability insurance broker and underwriter. While they are not requesting additional premiums based on the inclusion of new pledges that may be acquired in the fall semester through the period January 15 (when our liability policy renews), they feel we should invoice the chapters for these new members and apply the increased revenues to our risk management program in the form of increasing our Self-Insured Reserve/Deductible, thereby increasing it in subsequent years and driving down the base price of premiums for all. All other fraternity groups in our risk group securing coverage through James R. Favor & Company with Lloyd's of London, now invoice for pledges. To date, while the broker and the underwriter have not given any indication they will be requiring us to report the most up-to-date census figures we can, we think that they know the unreported pledges increase our exposure and that we should derive some type of benefit from having them on our rolls.

Based on the inclusion of this information in our summer report, it had been our intention to invoice pledges during this current year. Subsequent Grand Council action requested this be deleted until it could be further discussed.

While the total invoice for the liability insurance premium would be higher, the chapter could reasonably then apportion the total cost over all members (maybe they are now?). Within a short period of time, the increased revenues would allow us to increase our SIR to a higher level with an offsetting reduction in premium, thereby providing an overall decrease in net cost.

One other area that may be discussed is the transfer of invoicing responsibility to our broker. While the general fraternity is now and always has been liable for liability insurance premium payment, the broker is now running a parallel billing system for our chapter's liability and property insurance programs.

Recommendation: Discuss the inclusion of pledges acquired in the fall semester for payment of liability insurance premiums.

II. SECONDARY CURRENT ISSUES/RECOMMENDATIONS

A. 1993-94 Budget Review

For the second year we have worked with our undergraduate chapters to increase their initiated figures by five. Again, our undergraduate membership totals and corresponding revenues are relatively stagnant. To date, we are able to report that our initiation totals are up slightly and our pledge figures down slightly—both without taking into consideration our expansion effort and the fact that many chapters are very late in reporting pledge and initiate totals this year.

If you will recall, this effort to increase undergraduate figures was a compromise at the 1992 National Leadership Conference & Convention to avoid a dues and fees increase while still supporting an aggressive expansion program yet not reducing or eliminating other programs or services provided.

Revenues seem to be nearly exactly on track with our forecasted budget. Similarly, with the exception of the expenses for the 1993 National Leadership Conference, our budget appears to be on track. All indications are that with the gain in revenues for the National Leadership Conference line item offset against the expense overrun, the National Leadership Conference was approximately 18 percent over budget. Some explanations for this are additional scholarship attendees, Grand Council's and other volunteers' costs being included as part of the National Leadership Conference budget instead of other line items, unanticipated higher costs at the site and unrealized corporate sponsorship revenues.

But, do we want to treat our National Leadership Conference as a break-even or a profit center instead of a cost center as other non-profit associations do? Are we willing to make the necessary financial changes and site location changes necessary to affect such a decision?

Following a year in which we had \$16,715 in doubtful accounts, it is ludicrous for us to have only \$1,000 in our doubtful accounts line item. Do we continue to carry this amount and allow for any "profits" to be used at year's end to eliminate truly questionable accounts?

It is anticipated that the end of year results should show an essentially balanced budget, though unknown factors above could change that. Another important factor to consider is that there could be a significant decline in revenues from the Educational Foundation grants. At present, our annualized endowment returns forecast only that \$303,000 will be available for use instead of the \$350,000 that had been budgeted.

The most current available Fraternity, Educational Foundation and Campaign Comparative Operating Statements and Budget Analysis and audit reports are contained in Enclosure F, pages 24-47. Updated Comparative Operating

Statements and Budget Analysis Sheets through December 31, 1993 will be distributed in Pittsburgh.

Recommendations:

1. Discussion. The Grand Council also needs to formally accept the auditor's reports for reports ending June 30, 1993.
2. A minimum of \$5,000 should be budgeted for Doubtful Accounts.
3. Accept audit reports.

B. Cash Flow Analysis

The cash flow situation this year continued to be comfortable. Even though our budget continued to expand and our accounts receivable remain high, we did not require our first transfer of educational grants until January 1994!

As the general Fraternity has cash assets, it has become essential that we increase our efforts to keep Fraternity funds invested as well as the funds of the Educational Foundation. Over the past many years, the general Fraternity had no cash to invest and Fraternity funds were expended as they arrived, then relying on educational grants to cover the balance. Now, with suitable assets, this situation is changing and our cash flow management must be adjusted in order for the Fraternity to receive appropriate investment income.

At the present time, Executive Vice President Chaney is working on local banking and investment opportunities for the Fraternity's funds.

Three issues that will impact our cash flow in the near future:

1. Payment of SIR claims on behalf of those injured in the Cornell Chapter house ceiling incident. While the general Fraternity is liable for the first \$47,500 (we are presently in very positive negotiations which will likely reduce our current SIR to \$40,000) during the current insurance year, our broker estimates that we may pay claims in the neighborhood of \$12,000. In an effort to minimize our losses, we have initiated proceedings to subrogate this claim with Cornell's property insurance carrier, five co-sponsoring fraternities/sororities and the disc jockey.
2. Use of Alabama/Alpha Iota Chapter funds to support housing initiatives for our upcoming expansion project at Auburn. (See Enclosure G, page 48.)
3. Receipt of \$75,000+ in funds from the University of Pennsylvania/Omicron Chapter. Upon advice of Milton Cerny, we should offer a safe and harmless clause for the individuals against any possible IRS action up to the amount of funds turned over to us by the corporation. Following this, there may be an additional \$15,000 in Omicron Chapter funds in a savings house that we may anticipate receiving after fulfilling legal requirements of corporate liquidation.

Recommendation: Pass appropriate resolution allowing for the Fraternity to use Alabama/Alpha Iota Funds for the Auburn expansion project and to issue the necessary safe and harmless clause for Brother Patrick M. Gray up to the amount that comes under our control.

C. Risk Management and Insurance Program

1. **Risk Management.** Our current risk management policy is sound and is based on the foundation of FIPG guidelines. FIPG membership recently included a revised set of guidelines. As these are more amplification of current policies than of changes, the impact on Alpha Sigma Phi should be minimal, if not nil. A copy of the updated materials is contained as Enclosure H, page 49.

John Chaney continues to serve FIPG as Secretary-Treasurer until July 1994.

Recommendation: Affirm the adopted, updated FIPG language.

2. **Insurance.** We are beginning our second full year with our National Insurance Program being consolidated through the brokerage of James R. Favor & Company. With the exception of a couple of unique property insurance situations, all Alpha Sig insurance coverage is handled via our national program. Those two exceptions (Cornell and RPI) will probably join our property program upon their renewal as both have obtained very favorable rate quotations.

Lloyd's of London continues to be very impressed with our attitude toward risk management, loss control and overall program. They continually reaffirm that they want us to realize that this is a long-term commitment and that we should be much more concerned with loss control than with premium dollars. Efforts to have a Lloyd's representative at this summer's National Leadership Conference & Convention are being made. It is very important that we develop a relationship with various Lloyd's syndicate leaders in order for us to be successful in dealing with them. For instance, this year we were asked to increase our self-insured retention amount in order to minimize liability premium increases. We made a strong case directly to the London market underwriters and they actually agreed with us and reduced the deductible!

We feel it is important to reiterate that our decision to go with Lloyd's has proved to be especially prudent since the market continually turns from hard to soft and back again. Though reports of difficulties still surface with various Lloyd's syndicates, the lead underwriting syndicate on our policy and all the secondary syndicates made money over the past two years and are not facing any challenges. In fact, their insurance capacity has been increased! We also feel it is important to report that not only are the various syndicates anxious for our business, but our policy has nearly twice the minimum essential dollar capacity committed to it. The most recent loss records available for New Hampshire, our former underwriter, showed that they lost approximately \$25M

for their program after two years, and many additional losses are expected to develop over a 7-10 year period. Generali, who picked up most of the fraternity liability business when New Hampshire departed, quoted prices at 20 percent less than New Hampshire! As predicted in previous Grand Council reports, Generali left the market after the first year! Lloyd's, on the other hand, allows losses to accrue through a ten year cycle, thus they do not feel they can give absolutely accurate quotes for new customers within those developing years.

Information on the liability insurance program and the allocation matrix has been previously provided and will remain similar for the next year, with the addition of a few items to the decision matrix as discussed earlier.

Because of our excellent loss control, our renewal rate for our liability insurance premiums beginning January 15, 1994 was up only slightly and our SIR held firm! A detailed loss run report is contained as Enclosure I, pages 50-61.

While this is our first year that our broker has sent bills and collected the premiums, they have been doing this for other fraternities for some time and feel that their aggressive, "no prisoners" approach to collecting will result in a much greater number of dollars collected in a much shorter time frame. On January 15, the due date for the premium payments, they sent cancellation notices to all chapters and responsible alumni, giving them until January 31 to pay, after which it will cost the chapter \$100 to reinstate its coverage. Chapters will not receive certificates of insurance until their premiums are paid in full. Our broker has asked us to send a companion letter notifying the delinquent chapters that cancellation of liability insurance will result in the Grand Council beginning revocation proceedings.

Recommendations:

1. Discuss how we should handle non-payment of premiums by the chapter. Adopt a resolution that the Fraternity continues to consciously decide not to purchase additional umbrella liability insurance coverage above the present \$1M/\$5M policy.
2. Endorse the insurance agency's collections procedures by sending threat of revocation letters to all delinquent chapters.

D. VISA Affinity Card

After a careful review of numerous options and proposals, the Fraternity signed a contract with Fifth Third Bank/Midwest Payment Systems to replace the First Tennessee Bank/Coverdell's Classic Affinity Visa program. The FTB/Coverdell contract was terminated as of January 4, 1994. Past Grand Senior President Vohs should be commended on his service as a committee of one working with Executive Vice President Chaney in securing the new contract.

E. Merchandising

Sportswear and jewelry marketing have increased this year. We continue to be very aggressive in this area of non-member revenue. Due to continued changes in personnel at Ihling Brothers we have begun directing more sportswear and jewelry marketing through Balfour-Spirit and we anticipate a full-color catalog inaugurating "Alpha Sig Spirit" within a few weeks.

One major change is the pending sale of the jewelry division of LG Balfour and Company. Balfour is selling this to a group of internal employees, including the current management, sales and craftsmen force. While we do not anticipate a major change due to the continuity of relationships, the newly-formed company known as Balfour-Legacy, is a change in the company that has manufactured the official Alpha Sigma Phi Badge since the early 1900s and our official ring since the mid 1950s.

F. Other Fundraising Programs

The corporate sponsorship program for the National Leadership Conference will continue again this year. We learned some important lessons (i.e., asking too high and now allowing an advertising only option). For this program, more than 100 vendors and suppliers will be asked for corporate gifts. This year, we will aggressively market it also to Alpha Sig volunteers who may have availability to corporate advertising or sponsorship dollars. Last year, we had less than 10 vendors though it resulted in \$2,000 in unanticipated income.

If you will recall, we agreed to an affinity long distance program that was previewed at last January's meeting. Due to a significant change by the ultimate supplier and illness by our vendor, we are on hold with this program.

Our premium offer at the present time is from Diamond-Brostrom, doing business as WayneCo. This premium is currently the Alpha Sig lamps which replaced the former Seiko watch offer.

This year we made a fall mailing to undergraduate parents to promote in-house tie and jewelry offers to complement the usual Balfour and Ihling inserts. New alumni received similar promotional materials in the "Senior to Alumni" packet during the past two years.

Another source of revenue is our travel agency, Litwack Travel Service, Inc. Our agreement with Litwack began September 1, 1993 and runs through August 31, 1994. By using Litwack we receive a 3% rebate on all airline tickets booked plus a free ticket for each \$15,000 spent. From September 1 through December 31, we have received nearly \$1,000 from Litwack. In addition, they have set up official carrier programs for PAL and the 1994 National Leadership Conference & Convention meeting in Chicago. To further increase our revenues from this source, there will be an ad in the Fall *Tomahawk* promoting Litwack Travel. Any

bookings made by individual members of the Fraternity will result in generated income for us.

As discussed in our summer report, Alpha Sigma Phi joined Greek Properties to enhance our overall marketing program, to protect our trademarks and to increase revenues. Information on this proposal is contained as Enclosure J, pages 62-71.

G. Formal Adoption of a Fraternity Fund's Investment Policy

(See Enclosure K, page 72.)

H. Action Items from other Grand Council Committees

III. LONG RANGE ISSUES/RECOMMENDATIONS

A. Dues and Fees Increases

The Finance Committee might want to thoroughly discuss and establish strategy for proposing undergraduate dues and fees increases at the 1994 National Leadership Conference & Convention, the next opportunity to do so. As a matter of information, the Grand Treasurer's request for input from the chapters has resulted in only 17 total responses. As you may recall, this plan was conceived to make the chapters provide input upon which we may base future budgets.

With an average chapter size of 45, as compared to the national chapter average size of 54, our chapters could contribute considerably more undergraduate-driven income without an increase in chapter dues and fees just by pledging/initiating more men per chapter. It might be time to correspondingly re-look our undergraduate dues and fees program and bring them into line with other national fraternities. According to the 1990-91 FEA survey (of 1989-90 data) our initiation fee (\$110) is much lower than the national average (\$149) and provides many items (badge, shingle, card and lifetime magazine) that others do not include. We have not raised initiation fees or the chapter fee (\$236) since 1982 and pledge fees (\$50) and undergraduate dues (\$60) since 1990.

A statistical look at our dues and fees structure over a period of time is contained as Enclosure L, page 73.

Recommendation: That we form a task force on this issue, meet and present our various options for consideration and recommendation to the delegates. (NOTE: This task force may have de facto responsibilities for rewriting the Constitution and By-Laws to support any initiatives.) Possibly the 1993 National Leadership Conference delegates who requested time (not those required to meet with) with the Grand Council Finance Committee could serve as an advisory committee.

Similarly, the delegates at the PAL session to be held concurrently with our Grand Council winter meetings, would be a good audience to present some initial materials and use as a sounding board.

B. Dues and Fees Structure Analysis

In an effort to assess our dues and fees structure, an attempt was made to analyze the reported data from a 1992-93 Fraternity Executives Association Survey. The complete FEA survey is available on request.

We extrapolated figures for those fraternities that had a similar fee structure as ours (i.e., initiation and pledge fees and undergraduate dues). Fraternities that were not easily converted to this system were excluded. Because four year costs vary greatly from one fraternity to another (e.g., Alpha Sigma Phi does not charge undergraduate dues during the same year that pledge fees are collected unless pledges were on the chapter's roster on July 1, other fraternities often charge undergraduate dues on top of collected pledge fees).

Therefore, a one year cost "model" was developed. This included adding the initiation fee, the pledge fee and one year's undergraduate dues.

In surveying some 40 plus similar structures the following overall individual member cost data applies from our model:

Other fraternities average	\$ 253.61*
Alpha Sigma Phi	\$ 220.00
Range	\$ 198-\$410

- * Eleven of these did not provide free badges and all were higher or the same cost as Alpha Sigma Phi.

Further comparing individual components:

Initiation Fees:

Other fraternities average	\$ 165.02*
Alpha Sigma Phi	\$ 110.00
—only one fraternity charged less than Alpha Sigma Phi	
—two fraternities charged the same as Alpha Sigma Phi	
—remaining were higher	

- * Eleven of these did not provide free badges and all were higher or the same cost as Alpha Sigma Phi.

Pledge Fees:

Other fraternities average	\$ 46.31
Alpha Sigma Phi	\$ 50.00
—18 other fraternities charged less than Alpha Sigma Phi	
—eight fraternities charged the same as Alpha Sigma Phi	
—remaining were higher	

Undergraduate Dues:

Other fraternities average	\$ 53.81
Alpha Sigma Phi	\$ 60.00
Range	\$ 9-\$150

Chapter Fees:

Other fraternities average	\$ 471.18
Alpha Sigma Phi	\$ 236.00
Range	\$ 25-\$1,300

Chapter fees were very difficult to add to the analysis. Only 40 percent of the fraternities with similar fees and dues structure has an annual chapter fee. In addition, many others also allow for involuntary assessments that are not included in the statistics such as convention fees. **Interestingly though, those that do charge annual undergraduate dues, all have higher combined pledge and initiation fees than Alpha Sigma Phi!**

C. Expense Reduction Proposals

While the National Leadership Conference is one of our biggest and best programs, it is also one of the most expensive which makes it a quick target for reducing expenses. While the recommendations focus on National Leadership Conference reductions, other line items and strategic plans should be considered as part of any over-all reduction review.

Recommendations: In an effort to fund other programs and services, we may want to consider:

1. A philosophical change in funding for the National Leadership Conference. At present, we are probably the only college fraternity and student association that does not consider the (annual) national meeting (either convention and/or leadership school) as a "profit center."
2. We may want to consider hosting events in conjunction with other fraternal groups.
3. A return to more austere facilities or possibly using corporate conference centers.
4. Hosting our National Leadership Conference as a weekend event, with our primary curriculum based Friday night through Sunday afternoon with optional pre-and/or post-conference events.

D. The Tomahawk Upgrade

While we have not included a significant expense increase for publication of *The Tomahawk*, it is an issue that we periodically need to address. If you will recall, in the past year, Jeff Hoffman made a significant proposal for us. It is anticipated that an updated and less costly proposal from Jeff will be forwarded for distribution in Pittsburgh.

E. Standardized "Look"

The new Phoenix logo has been distributed. Most comments have been very favorable though there are some undergraduates who adamantly refuse to abandon the stylized Phoenix. In the coming months, Bev Moody will be working with Jeff Hoffman and Stuart Spisak in the development of additional standardized material and a style book to support our upgraded image piece.

F. Future Fund Source Opportunities

With regard to other fundraising possibilities, the obvious one that we have previously discussed is sale or rental of our membership mailing list. This has always been the very most sacred area of our operations. With our continued quest to create non-member generated income, this is a distinct possibility. Though we traditionally have felt that the Educational Foundation owned 93-94% of the list (all alumni), any proceeds could have an Unrelated Business Income Tax liability, if the list was so used. The staff is continuing to investigate the opportunities that the sale or rental of our membership list may offer.

Planning has been initiated to have a "National Leadership Conference gift certificate" marketed to parents for their sons.

In our quest for non-member generated revenue, Executive Vice President Chaney is tracking down information concerning the sponsorship of bingo by the general Fraternity in Ohio. Details from that search, if promising, will be included in a future report.

G. Undergraduate Housing Chairman and a Report on a Permanent Headquarters Plan

This former National Advisory Committee remains on hold. While our strategic plan was to bring on a staff Director of Undergraduate Housing last year, that has been placed on hold indefinitely due to budgetary constraints. Chairman John Gibson has continued to work on publishing housing materials, maintaining continuity and acting as a source for our various customers regarding housing. In the past several months, John has worked with Ted Kocher to develop materials required to support his endeavors. John Gibson has the capability of putting his committee back together and returning to work at the request of the Grand Council. During the past two years, John and Bob Denny have each represented

us at the NIC Housing Symposium. No attendees will be present this year due to an apparent repetitive curriculum being offered.

John Gibson's major work during the past year has been in a derivative mission—planning a new permanent Headquarters. Materials submitted to date are included as Enclosure M, pages 74-79. Due to the lack of emphasis on a Fraternity Headquarters concept in the Planning Study, not much emphasis is currently being placed on this issue.

H. Other

Report to the Committee on Personnel

This report was passed out during the Grand Council Meeting. A copy of this report is in Bev's file.

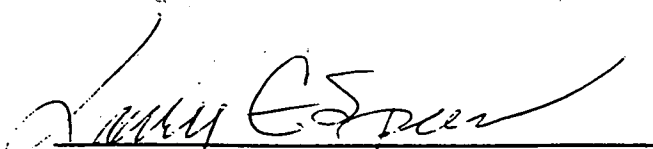
**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**


**February 1, 1994
Delaware, Ohio**

74. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, February 1, 1994. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, and Grand Marshal Mark D. Still. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo. Grand Councilors Larry D. Philippi and Stuart A. Spisak were unavailable for the conference as well as Undergraduate Representatives Judson B. Althoff and David M. Baker.
75. Action/Information Items. Brother Parks led discussion on several topics with the following being decided:
- A. The Grand Council was updated on Dr. Parks' visit to the Headquarters on January 31. He indicated that the application deadline for the Executive Vice President/President would be March 15 (or six weeks from the time the staff gets the mailing out, whichever is sooner). The Grand Council's portion of the Search Committee is Stan Thurston, Stuart Spisak and Larry Spees. The final interviews will be May 21 and the new CEO will be announced May 23.
 - B. In regard to salary range, the Grand Council asked that "Salary Commensurate with Qualifications" be listed as appropriate but if individuals inquired personally, they could be told the salary range is \$50,000-\$70,000. All applications and inquiries should be directed to Vice President for Administration Bev Moody.
 - C. After lengthy discussion, the next Grand Council meeting was set for Friday-Sunday, June 24-26, in the Bay Area with possible alumni reception/event.
 - D. Steve Zizzo updated the Grand Council on the legal document, drafted by Milton Cerny, that would tie together the loose ends on the resignation of John Chaney. Also, an update was given that the ritual books, charter and flag of Gamma Delta Chapter have been secured and that H. Maxwell Morgan has all of the other chapter property.
 - E. Additionally, the Grand Council was informed that in an effort to reduce the amount of information in the mail packets, they would not get every chapter visit report. Instead, Chapter Services will determine those reports that were essential for all board members to see. Dr. Larry Spees requested every copy as he is Chairman of the Committee on Undergraduate Operations.

76. Kevin Garvey updated the Grand Council on the interest group at Franklin and Marshall University. He spoke highly of the group with 30 members and 22 pledges for a total of 52 men. It was moved by Brother Spees, seconded by Brother Philippi and unanimously passed to accept the Franklin and Marshall Interest Group as a colony upon their vote to petition Alpha Sigma Phi. The motion passed unanimously.
- A. Steve Zizzo updated the Grand Council that Director of Expansion D. Todd Harris has reported that Alpha Sigma Phi has been approved to expand onto the campus at Middle Tennessee State in Murfreesboro, Tennessee. This is planned for Fall 1994.
- B. On another note, the Grand Council was informed that serious doubts exist as to whether the Delta Omicron Chapter will survive as a chapter through the week.
77. Kevin Garvey updated the Grand Council on his conversation with Alan Stonewall, President of Psi Association at Oregon State. After discussion of the potential success of the group at Oregon State, it was moved by Brother Thurston, seconded by Brother Spees, and unanimously passed that Alpha Sigma Phi extend a loan \$5,000 to Psi Association plus an addition \$1,000 per month for eight months (February-September, 1994) for a total allocation of \$13,000. The \$5,000 will be used for eliminating old debt and the \$1,000 per month will be used for current operating expenses. The motion unanimously carried with the request that the house be taken off the market and that it not go back on until Psi Association requests permission.
78. Adjournment: The meeting adjourned at 5:19 p.m.

Respectfully submitted,


Dr. Larry G. Spees
Grand Secretary


Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

**March 1, 1994
Delaware, Ohio**

79. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, March 1, 1994. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Councilors Larry D. Philippi and Stuart A. Spisak, and Undergraduate Representative to the Grand Council Finance Committee Judson B. Althoff. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo. Grand Marshal Mark D. Still was unavailable for the conference call as was Undergraduate Representative to the Undergraduate Operations Committee David M. Baker.
80. It was unanimously voted upon to accept the request of Zeta Chapter to expel undergraduate Bryant E. Cave from Alpha Sigma Phi Fraternity.
81. After considerable discussion on the request of Alpha Xi Chapter to initiate a non-Illinois Tech student, it was moved by Brother Garvey, seconded by Brother Philippi and was unanimously approved to initiate Mark Arbeen as an alumni initiate.
82. Brother Parks led discussion on several topics including the following:
- A. Brother Garvey updated the Grand Council on the colonization at Franklin and Marshall. The colony is planning their chartering for April 28. In regard to the question on the college's recognition of fraternities, the school officially does not recognize them but they do work with them, and the environment is favorable. Currently the campus is 70% Greek. Additionally, it was noted that several of the colony members did not have a 2.0 grade point average and the colony needed to be informed of the minimum 2.0 minimum grade point average to initiate a member.
 - B. Brother Garvey updated the Grand Council on the Missouri Valley alumni attempts to get the chapter on track and reverse revocation proceedings. Their involvement is a positive step.
 - C. Brother Philippi updated the Grand Council on the work of the Chapter Services Task Force and their first meeting. Two more meetings are scheduled and they will have a report for the Grand Council meeting in June.
 - D. Steve Zizzo brought up the proposal made by Director of Expansion D. Todd Harris to initiate the colony at Murray State. After lengthy discussion, the Grand Council determined that since the group was recently colonized in February and could possibly charter in the fall of 1994, that it would be best

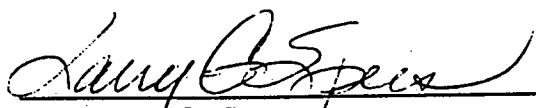
Grand Council Telephone Conference Call Minutes
March 1, 1994
Page 2

to wait to initiate the group until they are approved for chartering. It was the consensus of the Grand Council that chartering and initiation go hand-in-hand. If the Murray State Colony was approved for Chartering in the near future, then they could initiate.

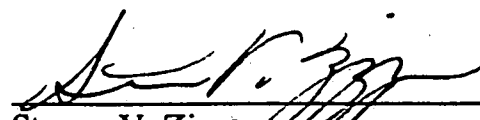
- E. Steve Zizzo updated the Grand Council on the positive progress being made with both undergraduates and alumni at Oregon State. It was the consensus that it will be alright to discuss a longer term agreement with a resident director if the alumni take an active role in financially supporting the venture, more than just room and board.
- F. Brother Philippi reported that Vice President of Administration Bev Moody and he were working on setting up a new credit card program for undergraduates to charge their dues. The idea being pursued is to use the biographical form that an undergraduate signs when he pledges as the application for his credit card. Then, each year his credit limit would be adjusted to allow for the adding of each year's dues. This would allow for the automatic billing of dues and fees each year.

83. Adjournment: The meeting adjourned at 5:19 p.m.

Respectfully submitted,



Dr. Larry G. Spees
Grand Secretary



Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

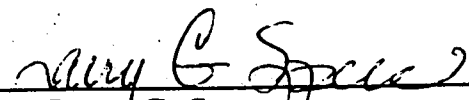
**April 5, 1994
Delaware, Ohio**

84. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, April 5, 1994. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Mark D. Still, Grand Councilors Larry D. Philippi and Stuart A. Spisak, Undergraduate Representative to the Grand Council Finance Committee Judson B. Althoff and Undergraduate Representative to the Grand Council Undergraduate Operations Committee David M. Baker. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo.
85. It was moved by Brother Still, seconded by Brother Philippi and unanimously approved to charter the Delta Pi Alumni Council as a recognized alumni council of Alpha Sigma Phi Fraternity.
86. Updates and Items of Discussion:
- A. The Grand Council was updated on the enthusiastic response of the alumni at Alpha Omicron Chapter and the current situation at Missouri Valley. The Grand Council requested that any report for Alpha Omicron should be from both the alumni and the undergraduates.
 - B. Steve Zizzo updated the Grand Council on recent activities at Stockton State with Delta Lambda Chapter that have placed the future of the chapter in doubt. After extensive discussion, Brother Garvey volunteered to go to Stockton State with a Headquarters staff member to meet with the college's administration, and to follow-up with a meeting of the undergraduates and alumni.
 - C. Brother Philippi updated the Grand Council on the Chapter Services Task Force. He has requested feedback on his interim report.
 - D. Steve Zizzo and Brother Spisak updated the Grand Council on a move to improve the schedules and content of *The Tomahawk*. The move would place *The Tomahawk* under the direct control of Brother Jeff Hoffman and save a tremendous amount of staff time at a cost of \$1,200 per issue.
 - E. Brother Garvey updated the Grand Council on the progress being made in accounts receivable. For the current year, accounts receivable are \$39,000. Last year, \$94,000 was the amount for undergraduate obligations.

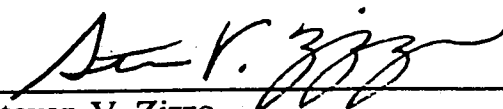
- F. Brother Garvey updated the Grand Council on the Capital Campaign. The staff is in the process of being solicited and they have responded very, very generously. He has the campaign plan and will review it with Steve Zizzo and Tom Golightly when he visits the Headquarters on April 13. Tom Golightly reported that the plan is really moving along and the Task Force Programs are right in line with what alumni are wanting. A cultivation plan, leadership enlistment plan and solicitation strategies are being mapped out.
- G. Steve Zizzo reported that the Headquarters received a chartering petition earlier in the day from the Franklin & Marshall Colony. The staff will be reviewing the petition and making a recommendation with a mail vote when the petition is distributed. Grand Council members are asked to review the petition and cast their vote as soon as possible, facsimiles are also welcome.
- H. Steve Zizzo updated the Grand Council on the efforts at Montevallo and the current successes at Grand Valley State University.

87. Adjournment: The meeting adjourned at 5:27 p.m.

Respectfully submitted,



Dr. Larry G. Spees
Grand Secretary



Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

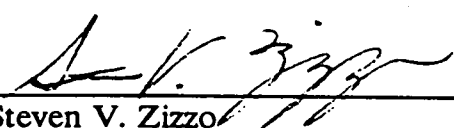
**May 3, 1994
Delaware, Ohio**

88. A scheduled conference call meeting of the Grand Council was held at 4:30 p.m. on Tuesday, May 3, 1994. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Mark D. Still and Grand Councilor Stuart A. Spisak. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo, Vice President for Administration Beverly J. Moody, Director of Alumni Services Theodore R. Kocher, Director of Chapter Services Jeffery S. Owens and Resident Director of Ketchum, Inc., Tom Golightly.
89. Updates and Items of Discussion:
- A. Steve Zizzo reported that Director of Chapter Services Jeff Owens made a visit to an interest group at the University of Southern Indiana in Evansville, Indiana. The report was very favorable as Jeff met with the officers from the group which numbers approximately 21. The interest group has elected to pursue Alpha Sigma Phi.
 - B. Brother Spees updated the Grand Council on the work of the Chapter Services Task Force and the three main programs that will be recommended. He noted that the community building program would be tested with six chapters and then evaluated. The next step will be presenting the report to the Grand Council.
 - C. Steve Zizzo updated the Grand Council on the progress of expansion at Grand Valley State University. We currently have 21 members and school has now drawn to a close. They will be represented at the National Leadership Conference & Convention. The Grand Council asked the staff to maintain contact with new groups with calls and mail periodically throughout the summer.
 - D. Ted Kocher updated the Grand Council on the success of the Annual Loyalty Fund and his plan to follow-up with Grand Councilors and their personal solicitations.
 - E. Steve Zizzo updated the Grand Council on the progress of Psi Chapter at Oregon State University. Randy Lewis has moved to Oregon and taken up residence at the chapter house so he could pursue graduate school at some point in the future.

- F. The Grand Council was updated on changes within the staff. Mike Macfarlane left staff at the end of April to pursue his job search full time. Ed Lenane has been accepted into graduate school at the University of South Carolina and will be leaving staff in August (exact date is unknown at this time). Through evaluation of the needs for staffing Chapter Services in 1994-95, the Fraternity will be naming Glen Olson Senior Chapter Leadership Consultant and hiring one more person for a total of two Chapter Leadership Consultants. Interviews have been scheduled for May 13 to fill this vacancy.
- G. Brother Garvey updated the Grand Council on the initiation of 46 men and the chartering of the Alpha Tau II Chapter at Franklin & Marshall College. He also noted that the Capital Campaign Committee will be meeting in Philadelphia on May 4.
90. It was moved by Brother Garvey, seconded by Brother Spisak and unanimously approved to accept the request from the Gamma Zeta Chapter at Bowling Green State University to expel David Kopp.
91. It was moved by Brother Spees, seconded by Brother Still and unanimously approved to begin charter revocation proceedings of the Delta Lambda Chapter at The Richard Stockton College of New Jersey.
92. It was moved by Brother Spees, seconded by Brother Garvey and unanimously approved to accept the charter of Alpha Zeta Chapter at UCLA. Alpha Zeta Chapter voted to turn in their charter as they no longer wanted to be a chapter. Despite significant attention this year, the chapter numbers dwindled and morale would not rebound. It was with regret that the Grand Council accepted the charter and expressed a strong desire to return Alpha Sigma Phi to UCLA in the future.
93. Adjournment: The meeting adjourned at 5:21 p.m.

Respectfully submitted,


Dr. Larry G. Spees
Grand Secretary


Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

**June 7, 1994
Delaware, Ohio**

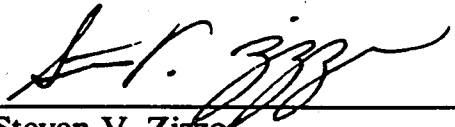
94. A scheduled conference call meeting of the Grand Council was held at 4:33 p.m. on Tuesday, June 7, 1994. The following members were present: Grand Senior President Dr. Dennis R. Parks, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Mark D. Still, Grand Councilor Larry D. Philippi, Grand Councilor Stuart A. Spisak, Undergraduate Representative to the Undergraduate Operations Committee David Baker and Undergraduate Representative to the Finance Committee Judson Althoff. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo, Vice President for Administration Beverly J. Moody and Director of Alumni Services Theodore R. Kocher.
95. Updates and Items of Discussion:
- A. The participants of the call reviewed the schedule and plans for the upcoming Grand Council meeting June 24-25 in San Francisco, California and were told that meeting materials would be mailed to them by June 14.
 - B. Steve Zizzo updated the Grand Council on changes in the Chapter Services Staff which included Ed Lenane's acceptance of a position at the College of Charleston and graduate school at the University of South Carolina; and Glen Olson's taking over Ed's responsibilities as Conference Director. The staff is still in the process of recruiting a Chapter Leadership Consultant as the first two interviewed declined their offers.
 - C. The Grand Council was informed that the annual staff performance reviews have been completed.
 - D. The staff informed the Grand Council of the Fraternity's expansion plans for the 1994-95 school year and that Iowa State, Auburn University and the University of Massachusetts have approved our expansion plans. Approval also was anticipated from Middle Tennessee State University this summer.
 - E. The staff reported that 70 undergraduates had registered for the National Leadership Conference & Convention which was well ahead of any other year, and could be attributed to more aggressive promotion including a color brochure, moving the conference back a week on the calendar, and locating the conference in a major city. Plans were announced for a two day phonathon for a final registration push at the end of June. The three featured speakers will be James Caldwell, John Trutter and Horace Kornegay. The Grand Council was

told that they should be at the Chicago O'Hare Marriott by noon on Thursday, August 18, 1994 unless they want to take part in the White Sox outing on Wednesday evening.

96. It was moved by Brother Spees, seconded by Brother Philippi and unanimously approved to accept the request from Beta Delta Chapter to initiate the fathers of Brothers Danny Lewis and Andy Hermansdorfer.
97. It was moved by Brother Spees, seconded by Brother Philippi and unanimously approved to grant a charter to the Oklahoma Alumni Council and grant them all of the rights and privileges as provided in the Fraternity's Constitution.
98. Adjournment: The meeting adjourned at 4:56 p.m.

Respectfully submitted,

Dr. Larry G. Spees
Grand Secretary



Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL MEETING
ALPHA SIGMA PHI FRATERNITY, INC.**

**June 24-25, 1994
San Francisco, California**

99. CALL TO ORDER

Grand Senior President Parks called the meeting to order and welcomed those present at 9:00 a.m. on June 24, 1994.

100. ROLL CALL

Members of the Grand Council in attendance: Grand Senior President Dr. Dennis R. Parks, Grand Junior President Stan G. Thurston, Grand Secretary Dr. Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Mark D. Still, Grand Councilor Larry D. Philippi, Grand Councilor Stuart A. Spisak, Grand Historian Robert W. Kutz, Undergraduate Representative to the Undergraduate Operations Committee David Baker and Undergraduate Representative to the Finance Committee Judson Althoff. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo and Director of Chapter Services Jeffery S. Owens.

101. APPROVAL OF MEETING MINUTES

It was moved by Brother Spees, seconded by Brother Still and unanimously passed to approve the minutes of the June 7, 1994, May 3, 1994, April 5, 1994, March 1, 1994 and February 1, 1994 telephone conference call meetings and the minutes of the January 21-23, 1994 meeting.

102. APPROVAL OF MAIL VOTES

It was moved by Brother Spees, seconded by Brother Garvey and unanimously passed to approve Mail Vote 232. (Attachment A)

103. UNFINISHED BUSINESS

There was no unfinished business brought before the Grand Council.

104. NEW BUSINESS

The following were discussed and action taken on items, as indicated:

A. COMMITTEE ON UNDERGRADUATE OPERATIONS (Attachment B)

1. It was moved by Brother Still, second by Brother Baker and unanimously passed to emphasize membership recruitment training with current resources.

Minutes of Grand Council Meeting

June 24-25, 1994

Page 2

2. It was the consensus of the Grand Council that the alumni of Alpha Omicron Chapter, Missouri Valley College, receive a letter of support and encouragement due to their hard work and efforts.
3. It was moved by Brother Philippi, seconded by Brother Still and unanimously passed to revoke the charter of Delta Lambda Chapter at The Richard Stockton College of New Jersey due to the chapter's irresponsibility and negligence.
4. It was moved by Brother Still, seconded by Brother Garvey and unanimously passed to begin revocation proceedings of the Alpha Theta Chapter at the University of Missouri. The Grand Council asks that the staff go the chapter to inform them of this decision and analyze the fraternity experience within the chapter.
5. It was moved by Brother Philippi, seconded by Brother Still and unanimously passed to accept the Task Force Report on the future of Chapter Services as the vision for our Fraternity and to direct the staff to move forward with the pilot program for community building, to investigate the actual costs and conditions for implementing the idea therein, and to report back to the Grand Council periodically.

B. COMMITTEE ON ALUMNI OPERATIONS (Attachment C)

1. The Grand Council wishes to express their appreciation to Jeffrey Hoffman, N. C. State '76, for his outstanding effort and work on *The Tomahawk*.
2. It was moved by Brother Garvey, seconded by Brother Spees and unanimously passed to present the 1994 and 1995 Distinguished Service Awards as recommended by the staff.
3. It was moved by Brother Thurston, seconded by Brother Garvey and unanimously passed to present the 1994 Delta Beta Xi Awards as recommended by the staff.
4. It was moved by Brother Thurston, seconded Brother Philippi and unanimously passed to present to 1994 Distinguished Merit Award as recommended by the staff.

C. COMMITTEE ON PERSONNEL (Attachment D)

1. It was the agreement of the Grand Council that the Employee Handbook shall apply to all employees.

D. COMMITTEE ON FINANCE (Attachment E)

1. The Committee asked that chapters with an accounts receivable problem appear before the Convention Finance Committee in August.
2. It was moved by Brother Spees, seconded by Brother Still and unanimously passed to accept the undergraduate credit card program as outlined in the Finance Committee Report, Item F. This item is to go before the Convention Finance Committee.
3. It was the agreement of the Grand Council that there will be a "look" for items related to the Sesquicentennial and a separate "look" for items of the general fraternity. Brother Spisak was asked to work with his committee to produce guidelines on the use of each logo.
4. It was the agreement of the Grand Council that housing continues to be an issue but there are other priorities at this time.
5. It was moved by Brother Spees, seconded by Brother Philippi and unanimously passed to hold an executive session.


E. OTHER

1. It was moved by Brother Garvey and seconded by Brother Parks to accept Scott Burns, grandson of Ralph F. Burns, as the honored initiate at the 1994 National Leadership Conference & Convention.

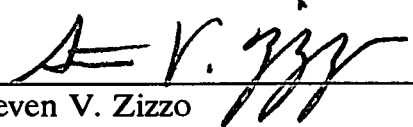
105. ADJOURNMENT

It was moved by Brother Thurston, seconded by Brother Spees and unanimously passed to adjourn the meeting Saturday, June 25, 1994, at 10:55 a.m.

Respectfully submitted,



Dr. Larry G. Spees
Grand Secretary



Steven V. Zizzo
Interim Executive Vice President

Approval of Mail Vote 232

Mail Vote 232

Approval that Franklin & Marshall Colony's petition to be chartered be accepted and that, in concurrence with their request, a charter shall be granted to them as Alpha Tau II Chapter on April 28, 1994.

**REPORT TO THE
COMMITTEE ON UNDERGRADUATE OPERATIONS**

Dr. Larry G. Spees, Chairman
Mark D. Still
Larry D. Philippi
David Baker, Undergraduate Representative
Dr. Dennis R. Parks, Ex Officio

Jeffery S. Owens, Director of Chapter Services

	<u>Page</u>
A. 1993-94 Statistics	1
B. Chapters of Concern	3
C. Expansion	4
D. NLCC 1994 and Beyond	5
E. Other Projects	5

REPORT TO THE COMMITTEE ON UNDERGRADUATE OPERATIONS

A. 1993-94 Statistics

1. Membership

Current Status: 48 Chapters
 3 Colonies
 2 Interest Groups

Number of Chapters/Colonies/Interest Groups Previous Years

1987-88.....56
 1988-89.....57
 1989-90.....56
 1990-91.....54
 1991-92.....55
 1992-93.....53
 1993-94.....53

TABLE 1

Year	Pledges		Per Existing Chapter/Colony		Initiates		Per Existing Chapter	
1988 - 1989	981		17.65		749		13.77	
1989 - 1990	951	-3%	16.68	-5%	808	+8%	15.25	+11%
1990 - 1991	954	NC	17.66	+6%	766	-5%	15.02	-2%
1991 - 1992	878	-8%	16.26	-8%	750	-2%	14.71	-2%
1992 - 1993	800	-9%	15.69	-4%	771	+3%	15.42	+5%
1993 - 1994 (Projected)	750	-6%	15.00	-4%	621	-19%	13.21	-14%

TABLE 2

Average Chapter/Colony Size	Size	Projected Number Initiates/Pledges	Returning
1988 - 1989	44	1989 - 1990	1,780
1989 - 1990	44	1990 - 1991	1,863
1990 - 1991	45	1991 - 1992	1,816
1991 - 1992	45	1992 - 1993	1,767
1992 - 1993	43	1993 - 1994	1,536
1993 - 1994	39	1994 - 1995	1,560

The Chapter Services staff anticipated the decrease in membership numbers would decrease during the Fraternity's transition from chapter operations to intense focus on brotherhood and community development. The staff is confident that the current membership decrease will shift to an increase once the recommendations from the Task Force take effect. During this transition (next two years), the staff predicts that a growth in membership will result from expansion endeavors.

On a positive note, the number of chapters reporting retreats this year has increased greatly, largely due to our shift in philosophy (see 2.b.3).

The membership statistics also suffered dramatically this year when the Grand Council appropriately directed the staff to stop contesting undergraduate rosters when they arrive and simply accept rosters as they are reported unless there are any apparent gross reporting mistakes. This change affected this year's membership status results significantly, particularly after January and PAL. However, future years' reports should now become more accurate.

2. Other

- a. Of 29 Greek advisors who submitted grade reports to our office this spring, 15 (52%) reported that the Alpha Sigma Phi chapter on their campus placed in the top four among all fraternities for the highest GPA during the fall '93 term.
- b. Of 30 chapters who have submitted end-of-year reports:
 1. Eleven of them (37%) indicated that they performed an activity that supports our national philanthropy, Canine Companions for Independence. Examples given were: dog wash, donut sales, car washes, bowl-a-thon, penny drive, sandwich sale, seat cushion sale, "Santa Paws," 100 man-hour teeter-totter, and development dinner.
 2. Twelve chapters (40%) indicated that Alpha Sigma Phi brothers held IFC executive positions on their campus. Some chapters had more than one IFC officer; as a result, a total of 15 IFC officers was reported.
 3. A total of 21 chapters submitting reports (70%) held retreats during the 1993-94 academic year. Some chapters held more than one retreat; as a result, 29 chapter retreats were reported. A few pledge-only retreats were also reported.
- c. Significant individual chapter successes that were reported include:
 1. Penn State once again placed first in money-raising for the IFC Dance Marathon, this year raising over \$200,000 to benefit the Four Diamonds Fund.
 2. Central Michigan was named the IFC Most Improved Chapter, the Fraternities' Choice for Most Improved as well as Most Outstanding Chapter.

3. Marshall received the following campus awards: Most Outstanding Chapter, and Bests in: Service Program, Campus Relations, Membership Recruitment, Alumni Relations, Pledge Education Program. They also performed 2,628 community service hours this year.
4. Loyola was named Most Improved Student Organization on their campus.

B. Chapters of Concern

1. The following chapters have been released from suspension as of the end of the 1993-94 academic year: American, Lehigh, SUNY-Plattsburgh, and Radford.
2. The following chapters are currently on suspension disciplinary sanction:
 - a. Findlay—suspension through December 22, 1994 for violating alcohol policy during fall 1993.
 - b. Indiana—suspension through the end of the 1995-96 school year for endangering the safety of an individual. This action supports the university's decision. The chapter was, however, found innocent of alleged hazing charges.
 - c. Lock Haven—suspension through December 1994 for having a keg of green beer at a Saint Patrick's Day mixer.
 - d. Lycoming—the chapter is on academic probation and still needs to hold a retreat to satisfy requirements related to past hall damage.
 - e. Missouri Valley—charter revocation proceedings began in January. This chapter is on revocation proceedings for several various violations including hazing, theft, and wet rush. They have progressed well since we issued expectations to them in March.

Recommendation: Place the chapter on suspension through December 31, 1994, and until the expectations outlined in the March 11, 1994 letter are completed.
 - f. Purdue—the chapter is not on official suspension, but we are requiring the chapter to hold educational seminars this fall in response to an alleged rape that occurred in the house by one of the chapter members. The alleged offender has already withdrawn his membership from the Fraternity.

- g. Stockton State—charter revocation proceedings began in April. Chapter representatives will not appear at this committee meeting, but have submitted a report responding to charter revocation. (Enclosure A, pages #7-14).

Recommendation: Revoke the charter.

3. The following chapters are concerning because they ended the academic year with less than twenty brothers and expect to return to school this fall with less than fifteen brothers:

Barton, Loyola, Missouri*, Missouri Valley, Ohio State, Presbyterian, R.P.I.*, Stevens Tech, Tri-State.

*For these two chapters which seem to struggle perpetually, we are currently discussing or plan to discuss possible reorganizations with their respective Alumni Corporations.

C. Expansion

Alpha Sigma Phi's expansion program continues to grow and refine. Much work has been done to bring recent projects to completion, and a strong foundation has been laid for next year and beyond.

This spring, the staff successfully recruited a group of 22 young men at Grand Valley State University. There are at least 15 other men waiting to join, but recruitment ended due to GVSU's final exams. Director Harris plans to return to GVSU in September for additional officer and rush training as well as an area alumni reception. The colonization banquet for the group is tentatively planned for Saturday, September 17, in Grand Rapids.

An expansion project at the University of Montevallo unfortunately did not go as well, though many valuable and important lessons were learned from our time there. Per Director Harris' memo of March 28, there were three main reasons for our lack of success at UM. First, we attempted to recruit men one year after Alpha Kappa Lambda colonized at UM; second, we possibly waited too long to secure commitments from the men he was cultivating and when they finally backed out, it was too late in the expansion process to regroup; and third, staff stayed in a hotel over 35 miles from campus which did not allow for the close bond to the university necessary for a successful expansion project. There is still a possibility of success at UM through the recruitment of the school's new soccer team. Director Harris will continue to explore this possibility during the summer.

The staff has completed work on a standard expansion proposal "look" for all expansion and the 1994-1995 academic year looks to be very exciting. Alpha Sigma Phi's expansion schedule for 1994-1995 includes top universities such as Auburn University in Alabama, and two exciting recolonizations—Iowa State and the University of Massachusetts. In addition, we are very close to solidifying expansion

plans with Middle Tennessee State University in Murfreesboro, TN. In order to continue contact with MTSU over the summer and insure an invitation to expand, Director Harris has volunteered to facilitate an MTSU-IFC rush workshop in July.

The staff has also applied for expansion at Creighton University in Omaha, Nebraska. In addition, Alpha Sigma Phi has learned that we are currently next in line for expansion at Oklahoma University. Oklahoma has stated that we should be able to recolonize by spring of 1996 at the latest.

The only major change in the expansion program lies in the number of expansion projects we will do each year. Originally, our goal was for five new staff-initiated projects a year. This number has been changed to four, as there is simply not enough time in the school year to hold five six-week projects. This does not affect the intake of student-initiated groups outside of the six-week project such as Franklin & Marshall and the University of Southern Indiana. Additional changes include a plan to schedule all expansion projects so the revenue from our new colonies is received during the same fiscal year the projects are started.

D. NLC&C 1994 and Beyond

The 1994 National Leadership Conference & Convention will be held August 18-21, 1994 at the O'Hare Marriott, Chicago, IL. The staff goal is for 180 undergraduate attendees and 20 alumni. As of June 6 over 70 registrations have been received. The Opening Ceremonies speaker will be James L. Caldwell, R.P.I. '55; Alumni Appreciation Dinner speaker, Horace Kornegay; and the Awards Banquet speaker will be John T. Trutter, Illinois '39.

Societies will again be a part of the NLC&C experience. Other highlights include: Into the Streets community service activity; "Starpower" activity; and a general session by Richard Smith from the Robert Greenleaf Center for Servant Leadership entitled "Servant-Leadership: A Pathway to the Emerging Territory." We are pursuing Scott Burns, grandson of Ralph F. Burns, as our Honored Initiate and both the IIT and Loyola chapters will be acting as hosts for this year's National Leadership Conference & Convention.

The 1995 Sesquicentennial Celebration will be held from August 16-20 at the Mills House Hotel in beautiful, historic downtown Charleston, SC.

The 1996 national meeting will be held in St. Louis, MO. Dates are still to be determined.

E. Projects

1. The Chapter Services staff will finalize development for the programs outlined in the Capital Campaign's Case for Support.

2. The staff is working extensively with the Alumni Corporations of Purdue and Oregon State to strengthen their chapters. Director of Chapter Services Owens and Past Chapter Leadership Consultant Gatzke plan to facilitate a weekend Brotherhood Retreat at Purdue this summer.
3. Work has already begun on the development of the program and a contract for the 1995 Academy of Leadership.
4. Finally, the staff will also be developing and implementing the Pilot Program, as outlined in the Task Force report, assuming it receives Grand Council approval.

**REPORT TO THE
COMMITTEE ON ALUMNI OPERATIONS**

Stan G. Thurston, Chairman
Kevin J. Garvey
Stuart A. Spisak
Dr. Dennis R. Parks, Ex Officio

Steven V. Zizzo, Interim Executive Vice President
Theodore R. Kocher, Director of Alumni Services

	<u>Page</u>
A. Capital Campaign	1
B. Annual Loyalty Fund	1
C. Alumni Development	3
D. Board Development	4
E. <i>The Tomahawk</i>	5
F. Kleinoeder Bequest	5
G. Educational Foundation Endowment	6
H. Planned Giving	6
I. Sesquicentennial Committee	7
J. Chapter Newsletters	7
K. National Alumni Awards	8
L. Other	8

REPORT TO THE COMMITTEE ON ALUMNI OPERATIONS

A. Capital Campaign

Tom Golightly, Resident Director from Ketchum, Inc., will be presenting the Campaign Plan to the Grand Council during the meeting. The Campaign Plan and Volunteer Handbook are included separately in the reading materials.

The Capital Campaign Steering Committee met at the Philadelphia Airport on May 4 to discuss the Case for Support, Campaign Plan and Campaign Policies. The committee unanimously accepted all of them with some minor adjustments to some of the wording.

Additionally, the Capital Campaign Steering Committee unanimously approved the naming of the New Members Program in memory of Ralph F. Burns. This program focuses on the newest undergraduate members in an educational environment where brotherhood and personal development are the core purposes. The description and program will be distributed at the Grand Council meeting.

Campaign solicitations kicked off starting with staff commitments. A stretch goal of \$25,000 was set to challenge the staff members. To date, over \$27,000 has been pledged with most people exceeding even the highest of expectations!

B. Annual Loyalty Fund

	<u># of Donors</u>	<u>Gross Receipts</u>	<u>Expenses</u>	<u>Net Receipts</u>	<u>Average Gift</u>	<u>Cost/Dollar Raised</u>
1988-89	2,390	\$134,745	\$45,811	\$ 88,934	\$56.38 (+14%)	.34
1989-90	3,142 (+31%)	166,780 (+24%)	72,938 (+59%)	93,842 (+ 6%)	53.08 (- 6%)	.44 (+29%)
1990-91	2,787 (- 11%)	167,922 (0%)	70,785 (- 3%)	97,137 (+ 4%)	60.25 (+14%)	.42 (- 5%)
1991-92	2,958 (+ 6%)	180,359 (+ 7%)	67,114 (- 5%)	113,245 (+17%)	60.97 (+ 1%)	.37 (- 11%)
1992-93	1,850 (- 37%)	143,763 (- 21%)	36,455 (- 46%)	107,308 (- 5%)	77.71 (+17%)	.25 (- 32%)
5/31/92	2,790	160,183	62,770	97,413	57.41	.39
5/31/93	1,644(- 41%)	118,436 (- 26%)	34,426 (- 45%)	84,010 (- 14%)	72.04 (+25%)	.29 (- 26%)
5/31/94	1,737(+ 6%)	127,377 (+ 8%)	28,971 (- 16%)	98,406 (+17%)	73.33 (+ 2%)	.23 (- 20%)

The Annual Loyalty Fund continues to be the major avenue for our alumni to support Alpha Sigma Phi. It appears that this year the Annual Loyalty Fund will achieve its highest ever net income, along with achieving two other milestones in the cost per dollar raised and average gift categories. The following is a recap of the six goals set for the 1993-94 Annual Loyalty Fund drive:

3 Primary Goals

- * Raise \$210,000 or more gross dollars
- * Yield a net amount of \$130,000
- * Lower our cost per dollar raised to under \$.25

3 Secondary Goals

- * Increase number of donors
- * Keep expenses under \$80,000
- * Increase the average gift for the fourth consecutive year

Staff believes that an additional \$70,000 should be received during the final two months of this fiscal year. The money will be derived from four major avenues: 1) phonothon will generate an additional \$15,000 in revenue; 2) remaining solicitation letters will generate at least \$20,000; 3) Grand Council, Educational Foundation Trustees and Annual Loyalty Fund Advisory Committee members will complete personal gifts and personal solicitations to generate \$15,000; and 4) Staff will solicit remaining top 50 prospects who do not fit into the top three categories, which will generate \$20,000. This includes one more \$5,000 pledge.

Some of the accomplishments of the Annual Loyalty Fund include a successful phonothon program; three completed meetings of the newly-formed Annual Loyalty Fund Advisory Committee; \$21,841 raised in direct relation to Educational Foundation Trustees and Grand Council members through personal gifts and personal solicitations; three major direct mail solicitation to over 6,000 brothers each time with special attention given to one-year lapsed donors.

The annual phonothon concluded its program on April 21. This year 1,118 brothers said "yes" to our callers for a total of \$50,279.00 in pledges. Of those pledges, \$27,000 has been received. An additional 345 brothers did not specify an amount when they were contacted but did express interest in giving. The following are the six most common reasons why brothers said "no" to phonothon this year and constituted 70% of the negative responses:

- * Can't give at this time but will later
- * Money tight, bad financial situations
- * No longer interested in the Fraternity
- * Give to local chapter
- * Medical reasons, death of spouse, illness of self or spouse
- * Unemployed, laid off, spouse unemployed

The Annual Loyalty Fund Advisory Committee recently completed its third conference call meeting with the final conference call for this fiscal year scheduled for June 28. The committee's accomplishments this year include developing and sharing a Case for Support for the Annual Loyalty Fund, conducting personal solicitations of one-year lapsed donors and providing general insight to the staff about how alumni in general feel about the Educational Foundation. All members on the committee have offered a great deal of time, insight and love to Alpha Sigma Phi.

The Grand Council, Educational Foundation Trustees and the Annual Loyalty Fund Advisory Committee are completing their personal solicitations. As of May 31, 1994 nearly \$30,000 has been raised from these groups with an additional \$7,500 expected before June 30. This was the first year all the Trustees, Grand Council and Annual Loyalty Fund Advisory Committee members have been involved with the solicitation

process. The main thing learned from the board solicitations is that in future campaigns the board members will solicit a maximum of five brothers each. This will make the process very manageable and less burdensome for our volunteers. Telephone calls seemed to work the best in the fulfillment of the pledges.

Finally, our one-year lapsed donors, those brothers who contributed in 1991-92 and not in 1992-93, received special attention from Alpha Sigma Phi. This group was surveyed at the beginning of the fiscal year. The information we received signified an overwhelming response that brothers did want to support the "Old Gal." A follow-up written solicitation was sent to all brothers in this group and approximately 200 responded with contributions to the Annual Loyalty Fund. During the phonothon, approximately 30% of the calling time was dedicated to calling the remaining 1,600 lapsed donors. To date a total of 650 have supported the Annual Loyalty Fund. This strategy should be used in future Annual Loyalty Fund campaigns.

The Annual Loyalty Fund will continue to become more personalized. The relationships will become stronger between the volunteers and donors and this will help with acquiring the necessary upper level gifts, those \$250.00 and higher. The Annual Loyalty Fund Advisory Committee will become more involved and their diversity, knowledge and love for Alpha Sigma Phi will benefit the Fraternity for years to come.

At the Trustees meeting on May 22, a new recognition club, named "1845 Club," was established for those brothers who contribute \$5,000.00 in one fiscal year. This new club will recognize those brothers who have made a strong commitment to Alpha Sigma Phi. The members of this club will receive a glass etching with "1845" engraved on it.

C. Alumni Development

Alumni development will take on two clear distinctions over the next eighteen months. The first area will concentrate heavily on getting our volunteers to meet our general brothers. The staff will help facilitate this process. Simply by giving your schedule, preferred meeting time and preferred meeting places, we will make all the necessary appointments. Please let the staff know when you would like your appointments set-up.

The second area of alumni development will focus on Sesquicentennial activities. Currently 29 different cities/areas across the country will conduct 150th celebration events in December of 1995. Brothers from these areas are being recruited to manage these events and we anticipate having anywhere from 20 to 150 participants at each of the events. Staff is currently completing the Sesquicentennial Volunteer Handbook which will outline all the specifics to successfully complete a regional celebration honoring Alpha Sigma Phi's 150 years of existence.

Chartered alumni councils have also become more active over the past year. The Fraternity has experienced the reactivation of the Western New York Alumni Council, the Gamma Psi Alumni Council, the Oklahoma Alumni Council, and the Delta Pi Alumni Council was newly-formed. Alpha Sigma Phi looks forward to the continued involvement of these groups.

The focus of our alumni development continues to be personal relationships. As the Fraternity creates better ties with more brothers, there will be more volunteers *Creating and Perpetuating Brotherhood*.

D. Board Development

Over the past two years, conversations have been held about the possibility of adding new Trustees to the board. The current Trust Agreement now allows for up to 15 Trustees. With several positions vacant and two board members' terms coming to their allotted eight year maturity, this summer is a prime opportunity to invite some of the top candidates for board positions. At their meeting in May, the Trustees approved the addition of at least two new board members by August 15, 1994. The list below includes some familiar names who are the top candidates.

One of the concerns expressed at the summer meeting was that many of the candidates were not previously involved with the Fraternity in any way. While this is not specifically a requirement, it does not allow the opportunity to integrate an individual into the organization before moving him into a board position. This type of interaction between Trustees and candidates is especially important as the Trustees will be the ones who will be working with these individuals.

The staff proposed to the Trustees the possibility of developing a strong committee system in order to use the expertise of some of our brothers as well as integrating them into the organization. A similar concept was discussed in relation to the finance committee but has not materialized. In essence, each committee would be chaired by a Trustee and a second Trustee would be Vice Chair. Alumni would then be recruited to be on each committee and selected based on their expertise and potential as a future Trustee as well as the integrity that they would bring to the Educational Foundation. The Trustees accepted the recommendation.

Most non-profits incorporate a similar committee system that allows for more involvement of alumni and utilizes their expertise. The committees that would be recommended include: Capital Campaign and Annual Loyalty Fund (already in place and running), Board Development/Nominations, Finance and Alumni Development. Additionally, Planned Giving could be another possible committee.

TRUSTEE PROSPECTS

The three top prospects being recruited are:

Ronald W. Dollens, Purdue '65, is Senior Vice President at Eli Lilly and Company in Indianapolis, IN. His residence is being constructed in Zionsville, Indiana. After receiving his MBA from Indiana University, his professional career has been with Eli Lilly serving as Sales Representative in Toledo, Editor of the Lilly Digest, Manager of Economic Studies, Manager of the Los Angeles North sales district, Director of Business Planning for the Medical Instrument Systems Division, Senior Vice President of Advanced Cardiovascular Systems and then CEO of this division of Eli Lilly and

Company. All of the corporate officers and directors are at least Brother Dollens's age or older. He served on Alpha Sigma Phi's Grand Council for four years, stepping down from the position of Grand Treasurer in 1988 due to career commitments. He received the Delta Beta Xi Award in 1988.

John T. Kauffman, Purdue '43, has retired as the President, CEO, and Chairman of the Board for Pennsylvania Power & Light Company in Allentown, PA. His residence is Emmaus, Pennsylvania. He joined the Holtwood power plant staff in 1950 and progressed through several generations and construction assignments before being named head of System Power & Engineering in 1974, and Executive Vice President in 1978. He has also served as Executive Vice President-Operations and Chief Operating Officer of the company. Brother Kauffman was expected to retire in September of 1991 but the untimely death of the chief executive created Kauffman's opportunity to head the firm. Pennsylvania Power & Light services a 10,000 square mile area in eastern Pennsylvania and has annual revenue of \$2.39 billion and 8,108 employees. He is 64 years old and was the featured speaker at the 1992 National Leadership Conference & Convention.

John J. MacDonald "JJ", Lehigh '49, has had a long and varied career. At General Motors he has been Director of Financial Analysis, Assistant Treasurer, Secretary of the GM Bonus and Salary Committee, Secretary of the Finance Committee, General Assistant Treasurer, Secretary of the corporation's Executive and Administrative Committees, and Executive Vice President, President and Director of Motors Insurance Corporation. He retired from the industry in 1985 and went on to be the Founder, President and then Chairman of International Nutrition & Genetics Corp., a company which develops high-protein, high-fiber crops. Currently, Brother MacDonald is President and Chief Operating Officer of 21st Century Limited and the American Freedom Train Foundation—a joint venture with corporate America and the Smithsonian Institute to create a train to tour the United States and bring forth history and a vision of the future. He received the Delta Beta Xi Award in 1976.

E. The Tomahawk

Jeff Hoffman has taken over production responsibilities for the current issue of *The Tomahawk* at a net cost of \$1,500 per issue over our previous publisher. He has updated the look and style of this important publication as well as professionally writing and editing the copy. The staff feels this has made *The Tomahawk* a much more impressive publication, and believes the Grand Council will be pleased with these upgrades.

F. Kleinoeder Bequest

The horse farm from the estate continues to be jointly and equally owned by the Alpha Sigma Phi Educational Foundation, the University of Washington, and the Starr Foundation.

During the past year, the Alpha Sigma Phi Educational Foundation had initiated the lead in disposing of the horse farm. Fortunately, the University of Washington is now taking the lead in this liquidation. They have had the property appraised and the sale price should be in the vicinity of \$400,000. In a telephone conversation with a representative from the University of Washington Real Estate Office, we were informed that the lease with the current tenant runs until the end of 1994 and they will not be pursuing the sale of the farm until closer to that time.

G. Educational Foundation Endowment

As of May 31, 1994, the endowment's value stood at \$6.68 million. As of April 30, endowment gifts this fiscal year total \$43,855. The breakdown is listed below. Included is the fund in memory of Ralph Burns. Under Chapter Endowment Funds are \$2,000 in contributions donated to establish the Epsilon Chapter Endowment Fund (of which \$1,500 was in Ralph's memory). Brother Joyce Swan made a gift of \$5,000, matching his contribution last year, for a total of \$10,000. The Kleinoeder income is from a small disbursement of the estate as well as horse race proceeds.

Ralph F. Burns Memorial Contributions	\$ 6,509
Chapter Endowment Funds	29,520
Joyce Swan Fund	5,000
Kleinoeder Fund	519

<u>Endowment</u>	<u>Cash Pledges</u>	<u>Verified Bequests</u>
\$ 6,683,335	\$ 27,000	\$ 905,846

H. Planned Giving

There currently are 67 living brothers enrolled in the "Manigault Society." Thirty-six brothers have signified a specific amount and six have put aside an unspecified percentage of their estate.

As you know, many brothers add the Educational Foundation into their planned giving arrangements without notifying us. Thus far this fiscal year, we have received notification of three bequests in probate from brothers who have gone to Omega Chapter. One has been completely processed and resulted in a gift of \$1,000 as a "gift of a specific amount." The others are expected to be a remainder percentage of the estate. While the amounts are unknown, all three individuals have been never donors and, therefore, the sums are expected to be modest.

The staff will be following up on planned giving inquiries and the top planned giving prospects in July with a brochure on how to make a bequest to the Educational Foundation and more importantly why one should make such a bequest. This information will be followed up with personal phone calls and visits, when appropriate,

to those who respond with genuine interest. We expect an increase in commitments of "verified bequests" that will push the amount over \$1 million.

I. Sesquicentennial Committee

The Sesquicentennial Committee has set dates for several events. Three of the major Sesquicentennial celebration events are listed below with many regional programs also planned.

- * Celebration of the life of Ralph Burns. Kickoff of the Sesquicentennial Celebration, Columbus, OH, December 10, 1994
- * Sesquicentennial Celebration, "Celebration of Brotherhood" Charleston, SC (home of Founder Louis Manigault), August 9 to 13, 1995
- * Celebration of the Founding of 150 years.
Locations include: New Haven, CT along with 29 other cities, December, 1995

The kickoff weekend will begin with a Friday evening reception at the Hyatt on Capital Square in Columbus, Ohio. On Saturday, buses will take all guests to Delaware, Ohio for a tour of the Fraternity Headquarters and to Ohio Wesleyan University for a memorial dedication for Ralph F. Burns. That evening, we will have a reception and black tie dinner at the Capital Building Atrium. This will include a keynote speaker and the showing of a video celebrating Brother Burns' life. Following these festivities, a dessert reception will be held at the Hyatt on Capital Square.

Promotion of the kickoff to the Sesquicentennial will begin this July with a mailing to our target audiences. At the National Leadership Conference & Convention we expect to have the video of the celebration of the life of Ralph F. Burns as well as promotional handouts and the unveiling of the Sesquicentennial Banner.

Currently, the staff is in the process of recruiting volunteers to be "table hosts" at the kickoff event. Each table host would recruit seven brothers and friends to attend the event and sit at their table.

Additionally, Brother Kutz is working on the history of the first 150 years of Alpha Sigma Phi and we expect to have promotional material at the National Leadership Conference & Convention.

J. Chapter Newsletters

The Fraternity Headquarters has offered the Headquarters Newsletter Service since 1984-85 to assist chapters in increasing the quality and quantity of their contact with alumni. The service began as a very low cost, no risk method of producing three newsletters per year, if they agreed to complete three per year and raise money from their alumni through the newsletter to help offset production costs. Chapters that did

not utilize this service were encouraged to produce three newsletters per year on their own.

The program currently offers the chapters two free newsletters, once they have paid for the first one. This has resulted in the newsletter line item being approximately \$5,500 under budget. During 1993-94, 27 chapters have used this service publishing 34 newsletters. This participation is down by 13 chapters from last year.

K. National Alumni Awards

National awards are a way for the Fraternity to recognize those brothers who have provided exceptional service to Alpha Sigma Phi or to their community/profession. The list of brothers who have received awards are plentiful yet distinguished. Please consider the brothers who are listed in Enclosure A, page 9 for the Delta Beta Xi Class of 1994. As you can see, some of the brothers on the list have been involved for many years. Additional information on these brothers will be provided at the meeting.

The staff recommends that the Distinguished Service Award, given to a brother who has previously received the Delta Beta Xi Award, be presented to:

In 1994, Robert W. Kutz, California '67, ΔBE '81

In 1995, Dr. John L. Blackburn, Missouri Valley '49, ΔBE '59

The staff also recommends that the 1994 Distinguished Merit Award, given for accomplishment in a brother's chosen field, be presented to John T. Trutter, Illinois '39, ΔBE '50.

L. Other

Report to the Committee on Personnel

This report was passed out during the Grand Council Meeting. A copy of this report is in Bev's file.

**REPORT TO THE
COMMITTEE ON FINANCE**

Kevin J. Garvey, Chairman
Larry D. Philippi
Stuart A. Spisak
Judson B. Althoff, Undergraduate Representative
Dr. Dennis R. Parks, Ex Officio

Steven V. Zizzo, Interim Executive Vice President

	<u>Page</u>
A. 1993-94 Budget Review	1
B. 1994-95 Budget Preview	1
C. Accounts Receivable Overview	2
D. Liability Insurance Premium Billing	2
E. Merchandising	3
F. Dues and Fees Structure	3
G. The "New Look"	3
H. Undergraduate Housing	4
I. Other	4

REPORT TO THE COMMITTEE ON FINANCE

A. 1993-94 Budget Review

At the transition of staff leadership in mid-year, the staff began to focus on realistic and practical projections of income from pledges and initiates. Additionally, expenditures were cut in order to keep the budget in line and balanced (Enclosure A, pages 5-9). The following factors negatively affected anticipated income:

- * Initiation and pledge fees, as well as undergraduate dues, were projected more optimistically than the actual results.
- * The credit card and sportswear merchandise programs were not implemented until the end of the fiscal year, thereby setting up 1994-95 for an increase in income.

While expenses were held in check for the most part, a negative impact was felt as a result of the following:

- * A changeover in the Executive Vice President.
- * The investment made in assisting Psi Chapter at Oregon State.
- * Expenses for the Task Force on Chapter Services.
- * Higher than anticipated expenses for the National Leadership Conference in Somerset, New Jersey.

New programs and services added in 1993-94 (also meaning more expenses) include the successful Presidents Academy of Leadership and an aggressive expansion program.

B. 1994-95 Budget Preview

Enclosed you will find a recommended budget for the 1994-95 fiscal year. The staff sought to develop the best possible budget to allow for the most programming and services. In this process, the following assumptions were made:

- * A new CEO would be announced at the National Leadership Conference & Convention and begin his tenure on September 1 (therefore, a 10 month personnel expense). The salary mid-range of \$60,000 was used for budgeting purposes.
- * Conservative figures were used for projected income from undergraduate dues, pledge and initiation fees.

- * Publication costs for *The Tomahawk* as upgraded, reprints of *To Better The Man*, and ritual books.
- * Pilot program costs for the Community Building Program as recommended by the Task Force.
- * An aggressive expansion program for four new staff initiated chapters this year.
- * No dues increase.

C. Accounts Receivable Overview

Accounts receivable continue to challenge the staff. The focus over the past five months has been on receiving accurate chapter information, billing accordingly, and setting up promissory notes for continued payment. Many chapters have progressed very well in reducing or completely paying off current debt. The efforts toward old debt continues to be challenging.

The year to date accounts receivable total \$76,718 ending May 31, 1994 and \$68,700 ending June 30, 1993. Late reporting of pledges and initiates this year (many chapters had these fees added on when membership rosters were updated in May and June) escalated accounts receivable late in the year.

The staff should work to eliminate all accounts receivable in the 1994-95 year. Chapters will then hopefully keep current during the year, pushing themselves to make sacrifices in the coming year and keeping themselves out of debt. If a credit card collection system is in place, this will further assist the chapters and positively impact our accounts receivable.

D. Liability Insurance Premium Billing

This year billing and collection of premiums were handled by our insurance agent, James R. Favor & Co. Once the due date came and went, he invoiced the Headquarters for those premiums unpaid and the Headquarters then collected all monies from that point on.

This system worked well for the staff as the billing and collection were handled outside of the office until the due date passed, thereby relieving the staff of those duties.

In the past, premiums were set for each chapter based on a table of five subjective criteria that were used to bill higher premiums to chapters of higher risk. While this system was effective in collecting higher premiums from high risk chapters, there was no incentive or reward for risk management education or a good chapter record of past risk exposure.

Consequently, Glen D. Olson, Chapter Leadership Consultant, developed a risk management incentive program that the staff plans to implement in the 1994-95 year. The program (Enclosure B, pages 10-13) creates incentives for chapters to conduct educational programming, not violate risk management policies, pay their insurance fee on time, and submit their October 1 membership rosters on time. The last two of these incentives would have additional impact on the accounts receivable and follow-up that is currently necessary.

E. Merchandising

The staff has worked with Spirit Recognition in the development of a new catalogue and quality sportswear line that will yield as much as 15% in royalty payments. Additionally, the change to Fifth Third Bank for the affinity credit card program should yield a full year of benefits in 1994-95.

F. Dues and Fees Structure

Currently, the fees structure is as follows:

Pledge fee:	\$ 50
Initiation fee:	110
Undergraduate dues:	60

The proposed new automatic credit card program for undergraduates will be discussed at the meeting. Currently, Larry Philippi and Bev Moody are working with Fifth Third Bank to automatically issue a credit card for each new pledge. Upon pledging, his pledge and initiation fees would be charged immediately to his credit card. The second, third and fourth years his credit level would be increased incrementally to allow for automatic billing of dues. Fifth Third's proposal is expected by June 16 and should be available at the meeting.

The benefits to the Fraternity include immediate collection of fees, stronger cash flow, interest earned on the money collected sooner, lower accounts receivable and less staff time spent on collections.

G. The "New Look"

In the summer of 1993, the Grand Council reviewed a proposed new graphic for all materials and publications. Jeffrey R. Hoffman, Stuart A. Spisak and the staff continue their assessment of the upgrading of the look of the Fraternity's image as well as publications to alumni and other audiences. An updated report will be made at the Grand Council meeting.

H. Undergraduate Housing

As the Fraternity continues to grow and expand, the topic of undergraduate housing resurfaces as a major issue—especially when considering flagship institutions with strong Greek systems.

Currently, we offer no assistance or support to chapters other than providing basic organizational information. There is very little hope for a chapter founded today to establish a strong foothold on a campus where there is competitive housing.

A request by the Alpha Rho Chapter regarding housing is included as Enclosure C, pages 14-15. While their concerns are valid, there is no financial backing available within the Fraternity to support their request. The staff recommends that the Grand Council acknowledges the chapter's concern but politely decline their request. The Grand Council should direct the staff as to the level of priority undergraduate housing should have in the future.

I. Other

ALPHA SIGMA PHI FRATERNITY



NATIONAL HEADQUARTERS
12 LEXINGTON BOULEVARD
P.O. BOX 838
DELAWARE, OHIO 43015-0838

614-363-1911/FAX: 614-369-1845

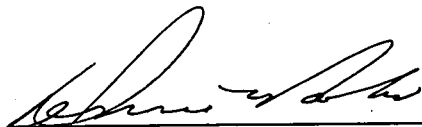
SERVICE AGREEMENT

The Alpha Sigma Phi Educational Foundation agrees to make available its Computer System to Alpha Sigma Phi Fraternity, Inc., during the time period of 7/1/94 to 6/30/95 for the purpose of:

1. Membership record storage and updating
2. Production of membership reports, including labels, printouts and letters
3. Word processing


Alpha Sigma Phi Fraternity, Inc., agrees to pay the Alpha Sigma Phi Educational Foundation a usage fee of \$1,300.00 for these services.

Alpha Sigma Phi Fraternity, Inc. agrees to make available its leased office space to the Alpha Sigma Phi Educational Foundation during the time period of 7/1/94 to 6/30/95. For this, the Alpha Sigma Phi Educational Foundation agrees to pay Alpha Sigma Phi Fraternity, Inc. a usage fee of \$10,000 for these services. It is also understood that this does not include the lease and office expenses of the Alpha Sigma Phi Educational Foundation Capital Campaign to Alpha Sigma Phi Fraternity, Inc. which have been agreed to by budgetary processes.



Dr. Dennis R. Parks
Grand Senior President
Alpha Sigma Phi Fraternity, Inc.

Date June 29, 1994



Dr. Robert E. Miller, Chairman
The Alpha Sigma Phi
Educational Foundation

Date June 21, 1994

**MINUTES OF GRAND COUNCIL MEETING
ALPHA SIGMA PHI FRATERNITY, INC.**

**August 21, 1994
The O'Hare Marriott Hotel
Chicago, Illinois**

1. CALL TO ORDER

Grand Senior President Stan G. Thurston called the Grand Council Meeting to order and welcomed those present at 8:00 a.m. on Sunday, August 21, 1994.

2. ROLL CALL

Members of the Grand Council in attendance: Grand Senior President Stan G. Thurston, Grand Junior President Dr. Larry G. Spees, Grand Secretary Larry D. Philippi, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, Grand Councilor Robert G. Cabello and Grand Councilor John B. Gibson, Jr. Also joining the meeting was Interim Executive Vice President Steven V. Zizzo.

3. The capital campaign and the search for a new campaign chairman were discussed.

4. It was announced that Robert Sandercox is the new Chairman of the Educational Foundation Trustees.

5. ADJOURNMENT

There being no other business, the meeting was adjourned at 8:59 a.m.

Respectfully submitted,

Larry D. Philippi
Grand Secretary

Steven V. Zizzo
Interim Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

**September 1, 1994
Delaware, Ohio**

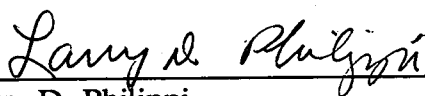
6. A scheduled conference call meeting of the Grand Council was held at 4:00 p.m. on Thursday, September 1, 1994. The following members were present: Grand Senior President Stan G. Thurston, Grand Junior President Dr. Larry G. Spees, Grand Secretary Larry D. Philippi, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, Grand Councilor Robert G. Cabello and Grand Councilor John B. Gibson, Jr. Also joining the meeting was Executive Vice President Steven V. Zizzo, Vice President for Administration Beverly J. Moody, Director of Chapter Services Jeffery S. Owens and Sr. Chapter Leadership Consultant Glen D. Olson.
7. Grand Senior President Thurston requested topics to be added to the advance agenda. Those added include the Sesquicentennial, capital campaign, electronic mail interface with chapters and noting that the budget/cost control shall include accounts receivable as well as a cost cutting proposal.
8. Extensive discussion was held on the chapter services pilot program. Four chapters that agree to participate in the pilot program will go through the community building program. The chapters currently being pursued are Indiana, Penn State, Lock Haven and Lycoming. Illinois and Rutgers are recommended as alternates for a large campus while Findlay will be the alternate for chapters on probation. The staff will develop a written description for the program as well as a communication plan for this program. The staff will further develop methods and standards by which outcomes will be measured.
9. It was agreed that the expansion program will be assessed and reviewed at the January Grand Council meeting. The staff will prepare an assessment of the past year to assist in the evaluation of our current program. It was reiterated that there has been no recent dialogue with any other fraternity regarding mergers or acquisitions.
10. Budget/cost control and accounts receivable will be reviewed at the January meeting. It was the sense of the Grand Council to continue as is the pension of Ralph Burns, now being paid to Ann Burns. Stan Thurston suggested the budget format be revised to be more management oriented. Brother Garvey volunteered to look at how the budget format could be revised.
11. There was no change regarding the Sesquicentennial Celebration and Capital Campaign as was discussed at the National Leadership Conference & Convention meeting of the Grand Council.

12. Brother Thurston confirmed with Steve Zizzo that the deadline for a report to the Grand Council on the reduction of personnel expenses is October 1.
13. Brother Gibson suggested the Fraternity evaluate implementing a communication plan with our constituents. Brother Gibson volunteered to head up this review.
14. Brother Philippi volunteered to look into a complete re-write of *To Better The Man* and the possibility of a video format. Brother Cabello suggested looking into a disk format.
15. Brother Garvey suggested looking into a two year budget for better planning purposes.
16. Follow-up thoughts on the National Leadership Conference & Convention included keeping the Grand Council more accessible; publication of the state of the Fraternity, including all attendees in the convention session; opening up the Finance Committee to all interested; orientation for the students to the convention process; and the alumni program should be more intertwined with the undergraduates.
17. Brother Philippi noted that the chapters need assistance with their own financial dealings on the chapter level and felt an inquiry should be made on establishing a way chapters could collect local fees via credit card.
18. It was stated a letter is going out on September 2 to call for nominations of undergraduate representatives to the Grand Council. The following recommendations were made: Nathan Hood (Illinois); Michael Crisp (Murray State), Jeff Fischer (Indiana), Jeff Powell (Central Michigan), J. Seth Zaharako (Bethany). The Grand Council was asked to let the staff know if there are others by September 30.
19. It was agreed that the Personnel Committee was no longer needed as a standing committee and that a standing committee on expansion would be established. Additionally, it was agreed that a committee on constitutional changes would be created. Brother Garvey will look into costs associated with increasing the number of undergraduate representatives to the Grand Council.
20. The Grand Council agreed to hold the mid-year meeting in conjunction with the Presidents Academy of Leadership, January 20-22, at the Hyatt Charlotte at South Park. No other meeting was scheduled at this time.
21. The regular time set for the monthly Grand Council conference call was the first Thursday of the month at 4:00 p.m. Eastern Time. The next Grand Council conference call will be October 6.

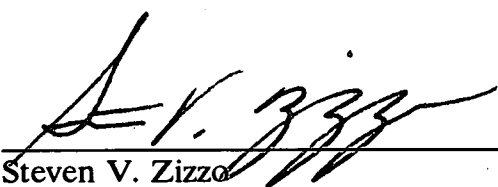
12. Brother Thurston confirmed with Steve Zizzo that the deadline for a report to the Grand Council on the reduction of personnel expenses is October 1.
13. Brother Gibson suggested the Fraternity evaluate implementing a communication plan with our constituents. Brother Gibson volunteered to head up this review.
14. Brother Philippi volunteered to look into a complete re-write of *To Better The Man* and the possibility of a video format. Brother Cabello suggested looking into a disk format.
15. Brother Garvey suggested looking into a two year budget for better planning purposes.
16. Follow-up thoughts on the National Leadership Conference & Convention included keeping the Grand Council more accessible; publication of the state of the Fraternity; including all attendees in the convention session; opening up the Finance Committee to all interested; orientation for the students to the convention process; and the alumni program should be more intertwined with the undergraduates.
17. Brother Philippi noted that the chapters need assistance with their own financial dealings on the chapter level and felt an inquiry should be made on establishing a way chapters could collect local fees via credit card.
18. It was stated a letter is going out on September 2 to call for nominations of undergraduate representatives to the Grand Council. The following recommendations were made: Nathan Hood (Illinois); Michael Crisp (Murray State), Jeff Fischer (Indiana), Jeff Powell (Central Michigan), J. Seth Zaharako (Bethany). The Grand Council was asked to let the staff know if there are others by September 30.
19. It was agreed that the Personnel Committee was no longer needed as a standing committee and that a standing committee on expansion would be established. Additionally, it was agreed that a committee on constitutional changes would be created. Brother Garvey will look into costs associated with increasing the number of undergraduate representatives to the Grand Council.
20. The Grand Council agreed to hold the mid-year meeting in conjunction with the Presidents Academy of Leadership, January 20-22, at the Hyatt Charlotte at South Park. No other meeting was scheduled at this time.
21. The regular time set for the monthly Grand Council conference call was the first Thursday of the month at 4:00 p.m. Eastern Time. The next Grand Council conference call will be October 6.

22. It was moved by Brother Spees, seconded by Brother Philippi and unanimously approved to accept the use of income of Alpha Sigma Phi, Inc., received from the Investment Fund and Emergency Fund earnings as outlined in Attachment A and the income from the Investment Fund and other non-member income sources be used as outlined in Attachment B.
23. Steve Zizzo updated the Grand Council on the implementation of the credit card program. John Gibson asked for a communication plan on this.
24. The Grand Council was informed that the Murray State Colony has submitted their petition for chartering. The staff is to forward the petition for review and approval once all dues and fees are paid.
25. The Grand Council directed Steve Zizzo to have George Lord draft the necessary Grand Council Resolution authorizing signing the Fifth/Third Bank credit card guarantee agreement in conjunction with the new members credit card program.
26. Brother Thurston asked for input on establishing goals and priorities for the Fraternity. Members of the Grand Council were asked to review what Brother Thurston comes up with on paper.
27. Adjournment: It was moved by Brother Garvey, seconded by Brother Philippi and unanimously approved to adjourn the conference call at 5:47 p.m. Eastern Daylight Time.

Respectfully submitted,



Larry D. Philippi
Grand Secretary



Steven V. Zizzo
Executive Vice President

ALPHA SIGMA PHI FRATERNITY



P.O. BOX 838
DELAWARE, OHIO 43015-0838
614-363-1911/FAX: 614-369-1845

GRAND COUNCIL:

DR. DENNIS R. PARKS, Baldwin-Wallace '72
STAN G. THURSTON, Iowa State '66
DR. LARRY G. SPEES, Ohio Wesleyan '57
KEVIN J. GARVEY, Westminster '75
MARK D. STILL, Washington '75
LARRY D. PHILIPPI, Bowling Green '76
STUART A. SPISAK, Westminster '78

Be it resolved that, in the fiscal year of July 1, 1994 to June 30, 1995, income from the Investment 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 \$5,000.

Signed:

Stan Thurston

Date:

Sep. 23, 1994

ALPHA SIGMA PHI FRATERNITY



P.O. BOX 838
DELAWARE, OHIO 43015-0838
614-363-1911/FAX: 614-369-1845

GRAND COUNCIL:

DR. DENNIS R. PARKS, Baldwin-Wallace '72
STAN G. THURSTON, Iowa State '66
DR. LARRY G. SPEES, Ohio Wesleyan '57
KEVIN J. GARVEY, Westminster '75
MARK D. STILL, Washington '75
LARRY D. PHILIPPI, Bowling Green '76
STUART A. SPISAK, Westminster '78

Resolved, that the income of Alpha Sigma Phi, Inc., received from the Investment Fund (\$2,531.84) and Emergency Fund earnings (\$1,525.78) in the fiscal year from July 1, 1993 to June 30, 1994 in the amount of \$4,057.62 was set aside for and expended for educational and charitable activities of Alpha Sigma Phi Fraternity, Inc., including but not limited to the Chapter Consultants, with full-time duties as educational aides to the various chapters, and the portion of the Executive Vice President'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, 1993 to June 30, 1994.

Signed:

Stan Thurston

Date:

Sept. 23, 1994

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

**October 6, 1994
Delaware, Ohio**

28. A scheduled conference call meeting of the Grand Council was held at 4:00 p.m. on Thursday, October 6, 1994. The following members were present: Grand Senior President Stan G. Thurston, Grand Junior President Dr. Larry G. Spees, Grand Secretary Larry D. Philippi, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, and Grand Councilor John B. Gibson, Jr. Also joining the meeting were Executive Vice President Steven V. Zizzo, Vice President for Administration Beverly J. Moody, Director of Chapter Services Jeffery S. Owens and Chapter Leadership Consultant P. Andrew Hermansdorfer.
29. The Grand Council discussed a fax from Brother Thurston regarding the goals for the Grand Council. It was moved by Brother Philippi, seconded by Brother Garvey and unanimously approved to adopt in spirit the following as the goals of the Grand Council, with final review and adoption during the next conference call.
 - A. To act on the "personnel proposal" requested from the Executive Vice President and to implement the agreed upon plan of staffing by January 1, 1995.
 - B. To complete the "community building pilot program" for four chapters by March 31, 1995. After evaluation, the staff is to provide the Grand Council with a schematic plan for full implementation of this approach to providing chapter services for discussion and action during the June 1995 meeting.
 - C. To take control of the accounts receivable problem including the timely reporting of accurate membership roles and the timely collection of bills from chapters and undergraduates members. The specific goal is to reduce the "bad accounts" balance for FY '95 to \$10,000.
 - D. To fully implement the credit card program as approved at the convention last summer.
 - E. To colonize four chapters and charter three during FY '95.
 - F. To successfully carry out the capital campaign per the present plans through June 30, 1995. To complete the Leadership stage, including 100% participation of the Grand Council by November 15. Additionally, the goal is to complete the Advanced Gifts Stage of the campaign by June 30.
 - G. To successfully carry out the elements of the Sesquicentennial Celebration per the present plans through June 30, 1995, including the December 9-11 activities.

- H. To begin the process of overhauling the Constitution by establishing a committee to study it and report back by the Summer 1995 Grand Council meeting.
30. As a point of clarification, FY '95 indicates fiscal year 1994-95. Questions were raised to clarify some of the goals. The goals ultimately adopted will reflect as the key performance goals of the Executive Vice President.
 31. Brother Thurston reviewed the Grand Council Committee assignments. Three Undergraduate Representatives for the Grand Council were proposed. Recommended were: Jeff Powell, Central Michigan; Al McKnight, Wake Forest; and Eric Blanchard, Franklin & Marshall.
 32. It was moved by Brother Garvey, seconded by Brother Spees and unanimously approved to extend appreciation to the past Undergraduate Representatives to the Grand Council with a Fraternity sweatshirt and certificate.
 33. Brother Philippi requested clarification on the voting rights of the Undergraduate Representatives to the Grand Council.
 34. Brother Thurston noted that all three past representatives to the Grand Council may make outstanding members of the Constitution Committee. Names discussed as potential chairman included Brothers Kutz, Wade, Vohs, Lord and Cabello.
 35. Director of Chapter Services Owens updated the Grand Council on the Pilot Program. It was agreed by the Grand Council to participate in the Community Building Program by the end of Fall 1995.
 36. Brothers Thurston and Zizzo informed the Grand Council about the Reference Notebooks that will be mailed to each Grand Council member on October 14.
 37. Brother Philippi reported that he held discussions with Brother Chuck McCaffrey on the topic of computer networking all of the chapters of the Fraternity. He expects that a report will be ready in time for January.

At this point, Brothers Spisak and Spees departed the call.

38. The Grand Council reviewed the Personnel Report proposed by the Executive Vice President. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously approved to adopt the 15% reduction proposal with the exception of item C regarding a Chapter Leadership Consultant to work with volunteers.

- H. To begin the process of overhauling the Constitution by establishing a committee to study it and report back by the Summer 1995 Grand Council meeting.
30. As a point of clarification, FY '95 indicates fiscal year 1994-95. Questions were raised to clarify some of the goals. The goals ultimately adopted will reflect as the key performance goals of the Executive Vice President.
 31. Brother Thurston reviewed the Grand Council Committee assignments. Three Undergraduate Representatives for the Grand Council were proposed. Recommended were: Jeff Powell, Central Michigan; Al McKnight, Wake Forest; and Eric Blanchard, Franklin & Marshall.
 32. It was moved by Brother Garvey, seconded by Brother Spees and unanimously approved to extend appreciation to the past Undergraduate Representatives to the Grand Council with a Fraternity sweatshirt and certificate.
 33. Brother Philippi requested clarification on the voting rights of the Undergraduate Representatives to the Grand Council.
 34. Brother Thurston noted that all three past representatives to the Grand Council may make outstanding members of the Constitution Committee. Names discussed as potential chairman included Brothers Kutz, Wade, Vohs, Lord and Cabello.
 35. Director of Chapter Services Owens updated the Grand Council on the Pilot Program. It was agreed by the Grand Council to participate in the Community Building Program by the end of Fall 1995.
 36. Brothers Thurston and Zizzo informed the Grand Council about the Reference Notebooks that will be mailed to each Grand Council member on October 14.
 37. Brother Philippi reported that he held discussions with Brother Chuck McCaffrey on the topic of computer networking all of the chapters of the Fraternity. He expects that a report will be ready in time for January.

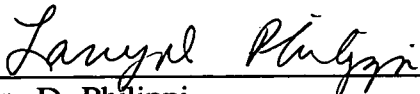
At this point, Brothers Spisak and Spees departed the call.

38. The Grand Council reviewed the Personnel Report proposed by the Executive Vice President. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously approved to adopt the 15% reduction proposal with the exception of item C regarding a Chapter Leadership Consultant to work with volunteers.

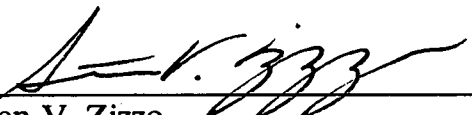
Minutes of Grand Council Conference Call Meeting
October 6, 1994
Page 3

39. It was moved by Brother Garvey, seconded by Brother Philippi and unanimously approved to accept the request of Delta Rho Chapter to posthumously add Brother Mark Gutting to the roles of Delta Rho Chapter. Brother Gutting was a founding father of Delta Phi Rho at Central Michigan. He was called into the armed forces to go to Somalia, therefore missing his pledging and initiation into Alpha Sigma Phi. He was killed during his duty in Somalia.
40. Steve Zizzo updated the Grand Council on the fact that the colony at Murray State had been approved 7-0 by Grand Council Mail Vote.
41. It was moved by Brother Garvey, seconded by Brother Philippi and passed three to one to accept the request of Alpha Zeta Brother Greg Hill to resign his membership and be released from Alpha Sigma Phi.
42. The Grand Council discussed the Sesquicentennial Kickoff December 9-11. It was the consensus that Brothers Thurston and Zizzo would work out the policy regarding expenses for the event.
43. It was moved by Brother Gibson, seconded by Brother Garvey and unanimously approved to accept the nomination of Ronald Dollens, Purdue '65, to the Board of Trustees of the Educational Foundation.
44. It was moved by Brother Garvey, seconded by Brother Gibson and unanimously approved to adopt the resolutions on the credit card program and the financial transactions of the Fraternity.
45. The Grand Council wished to express their best wishes to Rosie Parks, wife of Past Grand Senior President Parks.
46. Adjournment: There being no further business, the conference call was adjourned at 6:00 p.m. Eastern Daylight Time.

Respectfully submitted,



Larry D. Philippi
Grand Secretary



Steven V. Zizzo
Executive Vice President

**RESOLUTIONS ADOPTED BY
THE GRAND COUNCIL OF
ALPHA SIGMA PHI FRATERNITY**

RESOLVED, that the Grand Council of Alpha Sigma Phi Fraternity (the "Fraternity") hereby authorizes and approves of the Master Data Processing Agreement/Visa Credit Card Affinity Program entered into between the Fraternity, Midwest Payment Systems, Inc. and Fifth Third Bank of Northwestern, Ohio, N.A., d/b/a Fifth Third Bank, N.A., a copy of which is attached hereto; and that the Executive Vice President is hereby authorized and directed to execute on behalf of the Fraternity such Master Data Processing Agreement/Visa Credit Card Affinity Program and related documents, with such changes therein as the Executive Vice President shall approve, such approval to be evidenced by the execution thereof by such officer.

FURTHER RESOLVED, that this Grand Council of the Fraternity hereby authorizes and approves of the Guarantee Agreement to be entered into between the Fraternity and Fifth Third Bank of Northwestern, Ohio, N.A., d/b/a Fifth Third Bank, N.A., a copy of which is attached hereto; and the Executive Vice President of the Fraternity is hereby authorized and directed to execute on behalf of the Fraternity such Guarantee Agreement and related documents, with such changes therein as the Executive Vice President shall approve, such approval to be evidenced by the execution thereof by such officer.

FURTHER RESOLVED, that all prior actions of the Executive Vice President of the Fraternity in connection with the transactions contemplated by the Master Data Processing Agreement/Visa Credit Card Affinity Program and Guarantee Agreement are hereby approved, ratified and confirmed in all respects; and that the Executive Vice President of the Fraternity is authorized in the name and on behalf of the Fraternity to execute such additional documents and to take any and all additional actions he may deem necessary or advisable in connection with the foregoing resolutions.

**RESOLUTIONS ADOPTED BY
THE GRAND COUNCIL OF
ALPHA SIGMA PHI FRATERNITY**

RESOLVED, that the Grand Council of Alpha Sigma Phi Fraternity (the "Fraternity") hereby authorizes the Executive Vice President to open up and establish such accounts deemed necessary by the Executive Vice President in the name of the Fraternity, wherein may be deposited any of the funds of the Fraternity, whether represented by cash, checks, notes or other evidences of debt and from which withdrawals are hereby authorized in the name of the Fraternity by the Executive Vice President and one of the following, Vice President for Administration, Director of Chapter Services, Grand Treasurer, Grand Senior President or Grand Junior President, both acting together, irrespective of who the payee may be and irrespective of whether the checks are payable to bearer or to the order of any signer or countersigner thereof.

FURTHER RESOLVED, that the endorsements for deposit on behalf of the Fraternity may be by the written or stamped endorsement of the Fraternity without designation of the party making the endorsement.

FURTHER RESOLVED, that any banking or other financial institution with whom the Fraternity is doing business, may rely upon the authority herein granted the designated officers of the Fraternity, until written notice of countermand of authority shall have been actually received by such banking or other financial institution with respect to any or all said officers.

FURTHER RESOLVED, that the Executive Vice President of the Fraternity be and hereby is authorized to execute on behalf of the Fraternity such deposit account agreements and signature cards with such banking or other financial institutions and that the Fraternity shall be bound by the terms and conditions set forth therein.

MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.

November 3, 1994
Delaware, Ohio

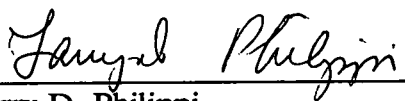
Alpha Sigma Phi Fraternity, Inc.

47. A scheduled conference call meeting of the Grand Council was held at 4:00 p.m. on Thursday, November 3, 1994. The following members were present: Grand Senior President Stan G. Thurston, Grand Secretary Larry D. Philippi, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, Grand Councilor Robert G. Cabello and Grand Councilor John B. Gibson, Jr. Also joining the meeting were Undergraduate Representatives to the Grand Council Jeffery W. Powell (Finance), W. Eric Blanchard (Expansion) and S. Alen McKnight, Jr., as well as Executive Vice President Steven V. Zizzo and Vice President for Administration Beverly J. Moody.
48. The Grand Council heard a report from Steve Zizzo on expected staff changes and made the recommendations that, upon the departure of Jeffery S. Owens, Glen D. Olson be appointed Director of Chapter Services. Additionally, G. Scott Grissom was recommended to fill the vacancy of Director of Alumni Services. The Grand Council had no objections. Additionally, the Grand Council expressed their congratulations and best wishes to Jeff.
49. The Grand Council discussed the overall goals for the Fraternity. The goals, as written, were adopted as the goals of the Grand Council. Additionally, the Grand Council requested, in writing, the goals that were previously discussed but deferred to committees.
50. As Jeff Owens was unable to attend the call, Steve Zizzo updated the Grand Council on the progress of the Brotherhood Building Program. Lock Haven will be participating in the Griffin Program November 5-6, Lycoming and Indiana have taken their FCE assessments. Penn State is scheduled for the Griffin Program March 25-26. It was agreed that more alumni involvement may be needed in the program so they are part of the process. The program lends itself to communicate positively with the alumni.
51. The Grand Council took note of the success of the letters of concern sent to the alumni of the Slippery Rock and East Carolina chapters.
52. The staff reported that pledge reporting was at 290 as of October 31, 1994 compared to 190 for the same period in 1993. As of December 31, 1993, there were 315 pledges reported.
53. The Grand Council was updated on the investigation of the risk management violations at the University of Washington. The chapter was very open and honest during the investigation which was related to a 16 year old drinking alcohol at a chapter function.

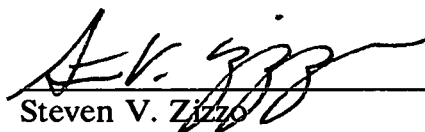
Minutes of Grand Council Telephone Conference Call
November 3, 1994
Page 2

54. The Grand Council discussed the Sesquicentennial Celebration Kick-off Dinner and weekend of December 9-11. Grand Senior President Thurston requested that Grand Council members arrive at the Hyatt Capitol Square by 2:00 p.m. on December 9 so the Grand Council could meet in lieu of the monthly conference call. Those in town in time for lunch would dine together.
55. A concern of Grand Junior President Spees was raised regarding the cost of the Sesquicentennial Kick-off Dinner. The understanding was developed and agreed to provide the dinner at a cost of \$50 for all key volunteers and undergraduates making available up to \$3,000 to cover the costs.
56. The campaign was discussed and the suggestion of Bob Simonds to launch the campaign at the Sesquicentennial Kick-off was put forward. The benefit would be to raise the exposure of the campaign and to allow a full year for the campaign to be public.
57. The request of the Gamma Chi Chapter asking the Grand Council to be party to a law suit against the *Indiana Daily Student Newspaper* was declined.
58. Brother Spisak requested that the policy on the way chapters are visited and the priority given to various chapters be discussed at the next Grand Council meeting.
59. An update on Oregon State was not given but was requested for the next meeting.
60. Adjournment: It was moved by Brother Spisak, seconded by Brother Cabello and unanimously passed to adjourn the conference call at 5:18 p.m. Eastern Time.

Respectfully submitted,



Larry D. Philippi
Grand Secretary



Steven V. Zizzo
Executive Vice President

Grand Council Goals

1. To act on the "personnel proposal" requested from the Executive Vice President and to implement the agreed upon plan of staffing by January 1, 1995.
2. To complete the "community building pilot program" for four chapters by March 31, 1995. After evaluation, the staff is to provide the Grand Council with a schematic plan for full implementation of this approach to providing chapter services for discussion and action during the June 1995 meeting.
3. To take control of the accounts receivable problem including the timely reporting of accurate membership roles and the timely collection of bills from chapters and undergraduates members. The specific goal is to reduce the "bad accounts" balance for FY '95 to \$10,000.
4. To fully implement the credit card program as approved at the convention last summer.
5. To colonize four chapters and charter three during FY '95.
6. To successfully carry out the capital campaign per the present plans through June 30, 1995. To complete the Leadership stage, including 100% participation of the Grand Council by November 15. Additionally, the goal is to complete the Advanced Gifts Stage of the campaign by June 30.
7. To successfully carry out the elements of the Sesquicentennial Celebration per the present plans through June 30, 1995, including the December 9-11 activities.
8. To begin the process of overhauling the Constitution by establishing a committee to study it and report back by the Summer 1995 Grand Council meeting.

**MINUTES OF GRAND COUNCIL MEETING
ALPHA SIGMA PHI FRATERNITY, INC.**

**December 9, 1994
Columbus, Ohio**

61. CALL TO ORDER

Grand Junior President Larry G. Spees called the meeting to order and welcomed those present at 2:10 p.m. on December 9, 1994.

62. ROLL CALL

Members of the Grand Council in attendance: Grand Junior President Larry G. Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, Grand Councilor John B. Gibson, Jr., Undergraduate Representatives to the Grand Council Jeff Powell and Eric Blanchard. Also joining the meeting were Executive Vice President Steven V. Zizzo, Director of Chapter Services Glen Olson, Director of Expansion D. Todd Harris and Chapter Leadership Consultant P. Andrew Hermansdorfer.

63. The following were discussed and action taken on items, as indicated:

A. The staff updated the Grand Council on the Delta Iota Chapter at Longwood College and the environment of fraternities at the college. It was agreed that a very quick turnaround within the chapter will be needed and Chapter Advisory Team with a minimum of three alumni will be necessary with guidance from the Headquarters staff.

B. The staff updated the Grand Council on the following pending lawsuits:

*University of Findlay. An individual alleges that he was injured during a "reservoir roll" and is seeking approximately \$50,000 plus punitive damages. The roll is not a part of the pledge education program. The plaintiff is an initiated member of the Fraternity.

*Purdue University. A woman is seeking damages for an acquaintance rape that occurred at the Alpha Pi chapter house. The man was found guilty on criminal charges. A notice of a \$300,000 suit has been received at the Fraternity Headquarters.

*Indiana University. A suit for an unknown amount of money is pending for injuries a student incurred during a "kidnap." The plaintiff is an initiated member of the Fraternity.

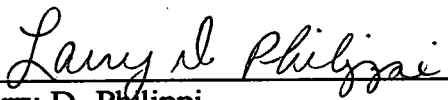
The Grand Council agreed that chapters should be educated about lawsuits in which the Fraternity is involved and to use PAL as an opportunity to educate HSPs about such liabilities.

- C. The staff updated the Grand Council that the 298 new member credit card applications were sent the bank. There were minimal problems with the process. To date, 382 pledges have been reported for the year, placing the Fraternity 21% ahead of last year.
- D. The Grand Council was updated by the staff on accounts receivable and noted that for 1994-95 only 18% of undergraduate dues (\$79,000 billed) remains outstanding.
 - 1. Brother Garvey informed the Grand Council that the Finance Committee approved a new budget format. He also distributed a draft of the Finance Committee's goals. It was moved by Brother Garvey, seconded by Brother Spisak and unanimously approved to adopt the new budget format.
 - 2. It was moved by Brother Garvey, seconded by Brother Gibson and unanimously approved to name the Grand Council Finance Committee the Audit Committee of the Fraternity.
- E. It was moved by Brother Garvey, seconded by Brother Spisak and unanimously approved to accept Iota Chapter's request to expel Adam Jernow from Alpha Sigma Phi (see Attachment A). The chapter is to be commended for following good procedures on this matter.
- F. The Grand Council was updated on the Constitutional Committee. The plan being to have recommendations to the Grand Council by January 1996 so it may be approved at the 1996 National Convention.
- G. The Grand Council discussed the Brotherhood Building Program. After debate, it was agreed to continue the course of the program.
- H. Brother Gibson suggested the need for an alumni involvement goal and to fix the communication problems of the Fraternity. He agreed to propose these goals in writing.
- I. Steve Zizzo informed the Grand Council that Brother Robert Shaw had resigned his position as Chairman of the Sesquicentennial Committee. The weekend's activities were reviewed. Leonard Hultquist provided his input on the Sesquicentennial activities and shared with the Grand Council the Manigault Book which he is planning to have published, complete with photographs.

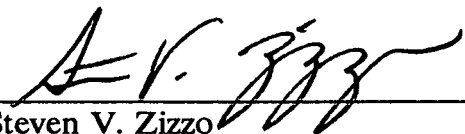
64. ADJOURNMENT

There being no further business brought before the meeting, the Grand Council adjourned at 4:13 p.m.

Respectfully submitted,



Larry D. Philippi
Grand Secretary



Steven V. Zizzo
Executive Vice President

**MINUTES OF GRAND COUNCIL TELEPHONE CONFERENCE CALL
ALPHA SIGMA PHI FRATERNITY, INC.**

**December 16, 1994
Delaware, Ohio**

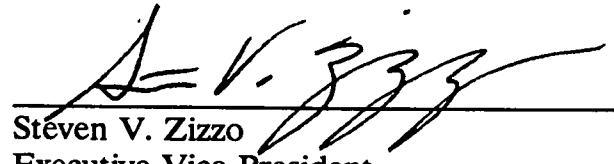
65. A conference call meeting of the Grand Council was held at 9:00 a.m. on Friday, December 16, 1994. The following members were present: Grand Senior President Stan G. Thurston, Grand Junior President Spees, Grand Treasurer Kevin J. Garvey, Grand Marshal Stuart A. Spisak, Grand Councilor Robert G. Cabello and Grand Councilor John B. Gibson, Jr, as well as Executive Vice President Steven V. Zizzo.
66. Grand Senior President Thurston reviewed the facsimile sent by Steve Zizzo covering the schedule and cost for the Sesquicentennial Celebration, August 9-13. Brother Thurston reported that he spoke with Ed Lenane about the Chairmanship of the Sesquicentennial Celebration and issues that need to be finalized before Ed would accept the position.
- Issues discussed include:
- *Once the Sesquicentennial Celebration plan is established, there would be no second guessing.
 - *Agreement on Budget
 - *Authority of the Chairman
 - *Division of Responsibilities
67. At this point, Brother Thurston entertained reactions to the schedule of activities and budget.
- A. Brother Gibson shared conversations he had with Leonard Hultquist regarding the financing of the conference.
- B. The following additional concerns were raised:
- *Amount of time given to the conference versus free time.
 - *Amount of time that undergraduates and alumni might spend together.
 - *The events for alumni and undergraduates should enhance each other.
 - *The priority for leadership development and sharing the pilot programs.
 - *Reducing the number of educational sessions.
 - *Eliminating "Into The Streets."
 - *The return to a four day program.
 - *Budget shortfall.
 - *Parameters for attendance fees.
68. Brother Thurston felt it was necessary to get more information reflecting these concerns and requested a conference call be scheduled for 10:30 a.m. on January 4, 1995.

Minutes of Grand Council Conference Call
December 16, 1994
Page 2

69. Adjournment: There being no further business, the conference call was adjourned at 10:03 a.m.

Respectfully submitted,

Larry D. Philippi
Grand Secretary



Steven V. Zizzo
Executive Vice President