



ALPHA SIGMA PHI FRATERNITY  
alphasigmaphi.org

## SAMPLE MEETING MINUTES

### ALPHA SIGMA PHI FRATERNITY

Colony / Interest Group / Chapter Meeting

Month/Day/Year

Meeting was called to order at 7:35pm by the President.

#### Roll Call:

John Smith, Pete McNave, Joe Lee, and Thomas Snipes were unexcused absences.  
Bill Denver and Mike Johnson were excused absences. Quorum was met.

#### Guest Speakers:

- SGA President; John Henry – SGA Elections
- Pi Beta Phi President; Sara Silverman – Upcoming Philanthropy

#### Reading of the minutes:

Corrections were made to last week's minutes; they were seconded and unanimously passed to be placed in the official minute book of the chapter.

#### Correspondence Received:

We received our Post-Visit Report from Headquarters. We need to continue to focus on building our names list and developing a detailed plan for summer recruitment.

#### H-OFFICER REPORTS:

##### Treasurer Report:

- Our balance to date is \$3,500, our accounts receivable totals \$1,250 from seven brothers, major expenses last week were a \$50.00 donation to ZTA toward fighting breast cancer and \$200.00 for hall rental and refreshments at the Risk Management Awareness workshop. This coming week we have \$300 budgeted for our mixer with Phi Mu and our delegate fee of \$400.00 is due for the Grand Chapter in August.

##### Recruitment Director Report:

- We are continuing to build our names list. We have now moved five of the twenty men on the names list to the "yes" list. Good work!!
- Each member needs to bring five new names to add to the names list next week. This means you need to get out and met new men; work on becoming friends then introducing Alpha Sig.

##### Membership Education Director Report:

- Our first New Member meeting is scheduled for Tuesday – anyone that would like to attend please let Brian know.



## Scholarship Director Report:

- Grade release was passed around and signed by everyone in the chapter

## Alumni Director Report:

- Alumni weekend is scheduled for April 14–16.
- Jake Wilson and Bobby Matthews will be at our general business meeting next week. They are staying after to discuss financial management, choosing stock options, mutual fund accounts, etc with anyone who may be interested. Talk to George if you'd like to go out to dinner with them so he can make reservations.

## Secretary Report:

- Web page updates are done so everyone's picture and bio should be on there. Please check to make sure your information was recorded correctly.

## Marshal Report:

- This Wednesday is our third Ritual Education event. It is not mandatory, but everyone is encouraged to attend.
- We will begin with the question, "What do the letters Alpha Sigma Phi stand for, and how does that reflect your definition of what Alpha Sigma Phi means to you personally?"
- The group that volunteered last week to assist with initiation at the end of the month needs to meet Thursday at 11:00 AM for lunch in the cafeteria.

## Sergeant-at-Arms Report:

- Standards Board Report: We have a hearing scheduled for next Thursday at 8pm in the Union.

## DIRECTOR REPORTS

### Brotherhood Development Director Report:

- We will be having a Monday Night Football bash at Steve's this week at 7:00pm. We will have food and soda.
- We are working on planning a paintball outing for the weekend of April 7th. Keep your schedules open.

### Social Director:

- The Social Committee decided that the Black and White formal will be scheduled for April 22nd at the Hyatt.

### Risk Management Director:

- Don't forget to sign-up for Sober Monitor this month.

### Fundraising Director Report:

- We raised \$184 last week working the concession stand for the Women's Basketball game. There are no games this week but the following week we need 16 volunteers as there are two games!

### Service Director:

- Adopt-a-Highway is next Saturday at 10:00am. Meet at the house by 9:45am.

### Philanthropy Director Report:

- Thanks to everyone who participated on the car wash yesterday. We raised \$250.00 for RAINN.
- Next Sunday is the community sponsored park clean-up. There is free lunch for anyone who helps out. I hope to see everyone there.

### Athletics Director Report:

- Handball team lost Wednesday; eliminated from playoffs.
- Basketball – must win this week to go to playoffs
- Curling is in the playoffs!!! Schedule for playoffs will be available on Monday AM

### House Manager:



- If you don't live in the house, don't eat the house food
- Keep the kitchen clean; some of the sororities had rats in the house last week

## Family Relations Director Report:

- Dad's Weekend will be April 14-16. Initiation for any fathers interested in becoming a brother will be Friday night. \$300 fee.

## Vice President Report:

- IFC has decided that all chapters will have to pay \$75.00 to participate in Greek Week this year. Volunteers are needed to help set up Greek Sing.
- More discussion took place on raising the recruitment standards of the chapter from 2.3 to a 2.5 GPA, but a proposal is not ready for presentation to the Brotherhood at this time.

## President Report:

- Recognition of Bob Romero, GCA, for allowing the chapter to use his house and grill for the barbecue this past weekend.
- Reminder that IFC will have a table in the cafeteria for election of Greek Man of the Year.

## Prudential Board Report (HSP):

- Prudential has hired our new cook, Cindy, who will start next week.

## Grand Chapter Advisor Report:

- Remember to get the Annual Report completed and submitted to Headquarters by the end of this month. Be careful on the fishing trip – remember your risk management. Make sure the Chapter Development Plan is submitted to the University by this Friday.

## Old Business:

- The By-law revisions were discussed. Motion to remove Article IV, Section f was made: 1st by Rawless Hutchison, 2nd by John Reichl; motion passed.
- Motion to accept the By-laws as revised by the Revision Committee: 1st Jake Miller, 2nd Steve Cosby; motion passed.
- Motion to donate \$150 to Delta Zeta March of Dimes: 1st Mark Crowder, 2nd Pete Smith; motion failed.

## New Business:

- The History Department hired a new professor, Jean Fredrickson. Her husband is an Alpha Sig from Cornell and she would like to be our new Faculty Advisor. Motion: Name Dr. Fredrickson as our Faculty Advisor: 1st Pete Smith, 2nd John Thornton; motion passed.
- Motion: No guest may for any reason not approved by the HSP or Prudential Board may be in the house after midnight Sunday through Thursday nights. 1st Steve Wilkins, 2nd Dan Baines; motion to be postponed until next meeting.

## Comments for the Good of Society:

- Brad got accepted for an internship at WTAE in Pittsburgh. Brother Townsend was published in Modern Science Journal, be sure to congratulate him. Thank you to Barry for lending the chapter his sound system at the social last week. Good job to the service committee on the car wash. Well done to everyone who brought new faces to the car wash – keep recruiting.

## Adjournment:

- 1st Brad Pitchel, 2nd Larry Weikel, 8:40pm.

Respectfully submitted by:  
Steve Jackson, HS

