

Grand Council Meeting Alpha Rho Chi Fraternity December 8, 2008

Attending

Vicki J. Horton, Worthy Grand Architect (VH)
Laura Schmidt, Worthy Grand Associate Architect (LS)
Frank Kitchel, Worthy Grand Estimator (FK)
Chooch Pickard, Worthy Grand Scribe (CP)
Steve Janick, Grand Advisor (SJ)
Scott Swanson, National Director (SS)
Mara Braspenninx, Expansion Director (MB)

Excused:

Erin Froscheiser, Associate Estimator (EF)

Called to Order, Monday, December 8, 2008 at 8:04 CST

Approval of November 5, 2008 minutes postponed until next month

Reports

Worthy Grand Architect

- ***See attached report***

Worthy Grand Associate Architect

- ***See attached report***
- 63rd Convention
 - Contract for Richmond Convention is being reviewed
- 62nd Convention
 - Spouse fee for convention banquet will not be advertised due to abuse

Worthy Grand Scribe

- ***See attached report***

Worthy Grand Estimator

- \$30,000 in the hole year to date
 - Typical for November due to paying for LC and Archi
- Chapter Reports
 - Anthemios and Apollodorus are behind in dues payment
 - Many chapters are paid up in advance

- Anchorwave proposal for Chapter Reporting
 - Proposal has been signed
 - Rick Jenkins is going to be Project Manager.
 - Special discount for paying before December 31st was accepted by Anchorwave
 - Check for 50% has been sent in.
- Out of APX decals, FK is looking for vendors

Grand Advisor

- Visited Dana Habel a few times before his passing
 - Spoke at his funeral
 - Has met with Torrie and picked up IKTI president notebook to pass on to Linda Lilly
 - 17-18 brothers attended the service

National Director

- ***See attached report***
- SOST plans on submitting petition for affiliation in mid-January
- EF approached ANTH about having a ritual workshop with them the weekend after their initiation, but they didn't agree to it. Will need to schedule in the future
- IKTI upcoming initiation will be January 10, 2009
 - Concerned raised by chapter that they are not prepared or capable of holding initiation for 19 initiates. They have approximately 20 members
 - SS and Joe Henderson planning on gathering a group of 5 alumni to attend initiation to train new executive board on ritual including
 - MB, SJ, Lori Beth and Torrie included in alumni group to help

Expansion Director

- ***See attached report***

Old Business

- SENE Chapter suspension
 - Tabled in September and also at last meeting
 - Application to Department of Education will be sent out tomorrow
 - motion was left on table
- CLEI LC Reimbursement
 - FK, VH and Andrea Hauber will work on list of who was eligible/ineligible and determine who to pay

- Kohlen Faculty Advisor Award
 - ***VH made motion to accept final draft (see attached) of the Kenneth Kohlen Award, seconded by CP, unanimously approved***
 - DAED and DAED AA would like to bring Ken's wife and daughter to convention for unveiling of award and short speech about Ken.
 - DAED will be sending in proposal for National to help pay for their attendance
- APX standard (flag) for 62nd Convention
 - VH has contacted a former colleague who has a sign business to provide additional signage
 - CP will contact Theresa Dorsey and SESH AA about making one
 - If neither of them are willing to make it, CP will contact flag company

New Business

- Use of Alternate Delegates at convention
 - Lengthy discussion ended in opinion that Alternate Delegates will only be accepted under emergency conditions
- AA reimbursement for Conference Call policy
 - ***See attached draft of policy***
 - ***Motion to adopt policy as written by CP, seconded by SJ, unanimously approved***

Betterment of the Fraternity

- none

Next conference call scheduled at Wednesday, January 7, 2009, 8PM CST.

Meeting adjourned 9:54 pm CST.

Charles J. Pickard
Worthy Grand Scribe,
Alpha Rho Chi Fraternity



- WGA visit to Domitian was successful. A goal-setting workshop was completed by the WGA, and the Chapter led the LC Director and myself on tours of potential LC09 meeting and tour sites. I was also able to visit briefly with the APX Foundation President.
- In addition to numerous Iktinos active and alumni brothers, the Grand Advisor, the Directors for Expansion, Region 3, and Convention and I were able to attend the memorial service for the Iktinos Alumni Association President, Dana Habel, on November 25th. While it was a very sad occasion for everyone who knew and worked with Dana on a local and national level, it was uplifting to share that special time with so many brothers. We received as much support from his wife, Torrie, as we hopefully provided to her, and I'm looking forward to seeing the results of plans rumored to be underway to provide a memorial service at Convention for brothers unable to make the trip to Michigan.
- I have forwarded a few comments to Sostratus Colony with respect to their proposed Constitution and Bylaws. They may have responded; however, I have been unable to follow up since my original message to them.
- I received a quote for a banner to be displayed at national events (per the 61st Convention directive). A coincidental email with an old colleague of mine who owns a sign company, Admiral Signs, led to an informal quote of \$25 to \$30. If we haven't done so already, I suggest we contact the brothers who offered assistance with this project during convention to see if anyone has already begun work. If not, I recommend we move forward on the proposal from Admiral Signs.
- The Alpha Rho Chi Foundation fundraising seminar for their board members went through as planned. They are meeting via conference call December 9 (tomorrow evening) and I expect they will discuss their next steps as outlined during their seminar.
- Sent the IFC annual report for Alpha Rho Chi for Vitruvius Chapter (per their university requirements).
- Region 3 Ritual Workshop: Region 3 Director asked chapters if they were interested in this workshop. It doesn't appear, at this time, that they will accept the offer.
- Ken Kohlen Award status update. See Old Business.
- Sent remittance checks to Anchor Wave, KLM Words for invoices (50% deposit on database project, and full payment for Winter edition of The Archi). Note: still need to contact Rick Jenkins to inform him he has been designated as Project Manager for the Database project.

Still on To Do list:

- Review/respond to 100+ emails in my APX inbox. !?!
- Sign, seal and ship another batch of membership certificates.
- Send old records/boxes to WGE – the weather has begun to turn cooler, so this will happen within the next month.
- Send WGSe archived issues of Archi.
- Further define role and responsibilities of/with Marketing Director.
- Identify and appoint Development Director.
- Identify and appoint National Historian.
- Anything else?



Alpha Rho Chi Fraternity

Worthy Grand Associate Architect Monthly Report December 8, 2008

Convention Planning

- Convention Registration information has been finalized and sent to the webmaster for upload. Convention registration to open within the next week. (much earlier than usual).
- Final Convention Prices are comparable to last year's. Will respond to individual inquiries regarding spouse banquet only fees. General rule will be that spouse price is for non-brother spouses only.
- Welcome Reception: Expecting to sign a contract with the City Museum of Saint Louis for the venue, and a recommended caterer. Included in the venue contract will be shuttle service to and from the hotel. The cost of the welcome reception will be greater than in years past. However, to balance it out, our Banquet will much less expensive than in years past.

Alumni Stuff

I have begun drafting a letter to gather signatures for a potential Silver Medal recipient. Look for this by the end of the week.

I compiled a list of the alumni who would receive alumni dues reminder letters. But then I never created the letter itself. Dumb.

To Do List:

Catch up on emails. Haven't had much time to check since before thanksgiving.



Alpha Rho Chi Fraternity

Worthy Grand Scribe Monthly Report

December 8, 2008

- Winter Archi has gone to print
- Winter APX Letter was sent to the printer today
- Have processed several graduation regalia orders and a handful of bronze medals
- Have a request for bronze medal replacement from Robert M. Cain, 1970 Auburn
 - How do we verify this?
- Still need to get John Sterni started on his role as webmaster
- Has anyone heard of Donald Pojman, Anthemios 1985? I have an alumni address update from him, but he's not in the database. It appears that possibly his father and grandfather were also members.

Alpha Rho Chi Fraternity

National Director Monthly Report

December 8, 2008

- SENE incorporation issue remains unresolved. They are filing additional paperwork with the state department of education. They are not in compliance with the directives and agreements of the GC per their incorporation. Per the WA: the paperwork requested by the Department of Education (Albany, NY) and \$20 fee has not been sent to the state as of December 8, 2008. WE is mailing this paperwork tomorrow via Priority Mail. They do not know how long it will take to process. Planning to initiate five pledges this Saturday. This will bring their total number to 11 actives. They will report 12 actives next semester (six current actives, five initiates, one non-participating active is returning). Chapter currently reports 10 actives planning to attend Convention, entire chapter planning to attend Vitruvius White Rose in April, and chapter working with alumni to start AA and solidify alumni support of chapter. Final chapter meeting of the semester is tomorrow where spring rush schedule will be confirmed. Established film series with university professors for spring.
- SOST plans to submit their petition in mid-January. They will submit a draft for review and comment by early January. They have been advised to ensure they are incorporated before they submit their final petition (I spoke with Craig on this issue specifically).
- VITR initiated 10 pledges.
- ANTH is reviewing local traditions involved with initiation.
- PYTH initiated six pledges.
- We are nearing compliance for all chapters to have an advisor by December 31, 2008. HADR and META are most recent to achieve this goal. Will have a new tally, contact info, and suggest letter for non-compliance by January call.
- ND planning visits to VITR (potential late January w/RD), SESH (potential early April w/RD), META (late April w/RD).
- Discussing mini inter-region retreat for new WA training model with RD3.
- Finalizing Advisor Letter package for RDs.
- Working with EduD on effective meeting guide.
- Will begin reviewing Colony Process document with WGS following SOST installation. We have identified some areas needing refinement. Aim to propose updated document to GC by June.
- Meeting with RD7 this coming weekend to discuss META.
- Have begun process of RDs ensuring every chapter and association has a seal (and knows how to use it) before Convention.
- RD visits from November through January (planned):
 - RD2 - SATY
 - RD3 - PYTH and ANTH
 - RD5 - IKTI and RABI
 - RD6 - VITR and DOMI
 - RD7 - META
 - RD8 - NICO



- Recent contact from:
 - Prairie View A&M – Initial contact from a student. If I get a response back, I will try to connect with the SESH alum who is on campus.
 - University of Miami – I have confirmed that the recent Forum post was from their faculty advisor, Allan Shulman. I will work with Richard to make sure that further communications come through me. Thanks to Ryan for his quick response to the post!
 - Southern Poly (Georgia) – Very eager to get moving, they are already asking for help writing a C&BL, I recently sent brochures
 - Northeastern University (Boston) – I recently sent brochures
 - University of San Francisco – Initial contact, I recently sent brochures
- Schools I am still holding out hope for, but haven't heard from lately:
 - Temple University, Philadelphia
 - Texas A & M, College Station
 - IIT
 - University of Tennessee
- Schools I am not holding my breath for:
 - Notre Dame
 - College of New York
 - University of Maryland
 - Woodbury
- To Do List
 - Contact DEME to assess progress with recruitment
 - Contact Alums who have shown interest in facilitating colonies
 - University of Arkansas - Daphnis
 - Prairie View
 - Wash U
 - Drury
 - Contact Honorary Brother Malecha at North Carolina State

**Alpha Rho Chi Fraternity
Standard Operating Procedures**

Title: Reimbursement of Communication Expenses

Effective Date: 12/08/08

1.0 Title: Reimbursement of Alumni Association communication expenses

2.0 Policy:

The National Fraternity recognizes the importance that frequent and effective communication plays in creating, developing and maintaining our member organizations. The Grand Council may reimburse Alumni Associations for expenses incurred for communications such as conference calls, postage for newsletters / dues notices, web page maintenance fees, etc.

3.0 Guidelines:

3.1 The Grand Council will be the sole judge of reimbursable communication programs.

3.2 The annual reimbursable amount per year per alumni association will be determined by the Grand Council each fiscal year and will be part of the annual operating budget.

3.3 The Grand Council may suspend or change this program at any time without notice in the interest of maintaining overall fiscal responsibility.

4.0 Scope:

4.1 The scope of this procedure is to define the process Alumni Associations are to follow to receive reimbursement for communication programs.

5.0 Responsibility:

5.1 Members and Officers of the Alumni Association

5.2 Grand Council of Alpha Rho Chi

5.3 Policy is administered by the Worthy Grand Estimator.

6.0 Related Operating Procedures:

6.1 Establishment of Alumni Associations

7.0 Applicable Forms:

7.1 E-4 Reimbursement form

8.0 Procedure:

8.1 Alumni Associations seeking reimbursement must be in good standing with the Fraternity. Good standing is current on annual dues and incorporation.

<p style="text-align: center;">Alpha Rho Chi Fraternity Standard Operating Procedures</p>
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- 8.2 Reimbursable communication programs (mailing, phone call, website, etc.) should be approved by Worthy Grand Estimator prior to starting the program to ensure that the expense(s) is reimbursable.
- 8.3 All reimbursable expenses will require original receipts.
- 8.4 The Alumni Association President must complete an E-4 Form and submit it to the Worthy Grand Estimator.
- 8.5 Maximum reimbursable amount is \$150 per fiscal year per Alumni Association. (Fraternity fiscal year is July 1 to June 30.)

END