

## Meeting of the Members 2002 - Summary reports

### President's Report : Bryan Chua, Corporate President

It is an honor to serve as President for the past two years. The primary focus of the Board Of Directors for the past several years has been to acquire a permanent undergraduate housing. Efforts have been largely put to securing a financial vehicle to purchase the house as well as setting up various measures to ensure its continuity. I am happy to report that the Alpha Sigma Phi Undergraduate Housing Corporation is a legal and valid entity. This will serve as the focal point for all housing matters and/or dealings that involve the Chapter Residence. This will also serve as legal protection for the primary Fraternal Corporation.

There are other changes that will benefit the Fraternity as a whole. The first is this document you are currently reading. It is a chance for the Board of Directors to give a clear account of the activity and accomplishments for the past year. The annual report is included in the packet that all members receive prior to the Meeting of the Members. Aside from sharing information, the other goal I had in mind was to make the Meeting run more efficiently. The annual report is only a first step, I plan to allocate 2 hours for the meeting, going through the important business of elections as well as voting on specific issues such as additions and amendments to the Constitution and approving the year's budget. I also plan to devote part of the meeting to 2 specific forums/issues for all attendees. This will be your chance to exchange ideas, provide feedback, address concerns or voice opinions to the BOD as well as the members present.

The other course of action is an amendment I want to be voted upon during the meeting. The basic guideline for our corporation has been the Corporation's Constitution. It details how the corporation is supposed to be run. Part of our obligation as stewards of this corporation is to enforce as well as improve this important document. One of the biggest frustrations that brothers in the past have expressed is inaction. When no resolution or course of action is reached at the Meeting of the Members, it serves to disrupt the Board of Director's effectiveness and the common trust of a participating brother. Please take the time to review the enclosed amendment and election ballot.

I would like to express my thanks to the Board of Directors. It's been a pleasure serving alongside with eight other volunteers. I would like to commend several brothers for their contribution outside the BOD: running events, providing invaluable service, and advice. Special thanks goes out to all brothers who participated in promoting events and contributed to its success such as the Black and White and the Sig-Series.

*Causa Latet Vis Est Notissima*

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*VP Report : David Barker - Corporate Vice President*

#### **Main Goals:**

1. Get our 4 Committees running smoothly and efficiently. (Alumni, House, Law, and UG Development). Assist them when needed.
2. Assist Rob and Joe with resolving the Undergraduate(UG) Debt problems

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1. This is a consistently a tough one to achieve. Given that we almost have to beg people to fill the Committee Chairman positions, getting enough people to create committees is next to impossible. Needless to say this goal was not achieved. I did assist the Committee chairs when asked to and in situations where I thought I could be of help.
  2. No simple chore. The UG chapter entered our fiscal year in the hole around \$13,000. This debt arose from not including utilities, ISP charges, phone, etc. in their calculations for rent and parlor fees. In effect all the UG's were being undercharged rent and parlor fees for all of those semesters. To make matters worse, their budget assumptions were that 100% of all brothers were going to pay 100% of the money charged to them. This was done for at least 1 \_ years if not longer. Of course the utilities were

all paid, but the rent was not. The Corporation continues to pay Gary rent, but much of it came out of our savings.

3.

Please note that the BOD offered its assistance to the UG for budgeting during this period but consistently got stern resistance when trying to help. The UG's said that the growing debt was attributable to people not paying. Rob Owens looked further into it, and noticed that even if the FBS list was paid in full, there was still a sizeable discrepancy.

Rob dug further and found out the reason for the debt. Rob, Bryan, and myself approached the UG President, VP, and Treasurer at the time in November 2000, informed them of the reason for the debt, and we proposed a catch up plan to which they agreed.

However, when the leadership of the house changed in January 2001, none of this information was passed onto the new leaders, and the old ones forgot about it completely. When we asked where the catch up pieces of their rent payments were in July, no one knew anything about it. They thought the BOD was scamming them out of money, and this led to that Undergrad "uprising" which was partially witnessed by many of you on the e-mail distribution list.

A meeting between many of the UG's and BOD members was scheduled for the next evening to discuss this, and everything was straightened out. Since the old catch up plan was now off its schedule, a new one was set in place with a target to be caught up 100% by March 2002. This involved the UG's raising rent and parlor fees and combining that with some aggressive fundraising.

I offered to estimate the amount of rent and/or parlor fees which was unknowingly underpaid by many of the Alumni who were active UG's during the semesters when they were not paying for utilities. The model for this was created. My plan was to then populate the model, and send out a request to these brothers to pay some or all of the money they had technically owed but were unaware of it. I just needed the rosters for the semesters in question with a listing of the brothers that lived in the house during that time to populate the model. This info was never provided, and this fundraising effort never was completed.

The UG President and Treasurer explained some of the problems that they had with collections at Exec Board meetings. To help them with this, I created forms for them to get signed by every brother at the start and the close of each semester. The former would provide documentation showing that the individual acknowledged knowing of the amounts that were to be charged to him over the next 6 months. The latter was to get signed acknowledgement that any outstanding debt owed at the end of the semester still must be paid. The signed forms would also provide needed documentation in the event that the BOD had to send an individual to collection. These forms were given to the UG Treasurer, but never utilized.

Room contracts are another sticking point. Despite the numerous requests and demands for them to get them signed and turned in, nothing comes of it. I think we received 1 for the Fall semester, and 2 for the Spring semester.

Making the problem worse was that there were more budget problems in the Spring semester. The UG's budgeted about \$300-350 too little per month for their utilities. When finally hit with a (non-estimated) PSEG bill, paying that put a good dent in the money needed to stay on target with the catch up plan.

The UG's also requested that they be sent a bill every month to remind them to pay rent. Another template was set up to show the monthly amount they were being charged as well as their overall outstanding debt amount. Rob Owens has been sending them this statement/bill for the past few months now.

The total UG debt as of 5/1/02 is around \$8,300. This is down about \$5,000 from July 2001. This progress is not enough to consider this effort a success.

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*Recording Secretary Report : Glenn Arbesfeld, Corporate Recording Secretary*

The role of Recording Secretary brought on some new duties this year. In addition to taking notes at each Board of Directors meeting and issuing minutes within one week of the meeting, this year summary reports were also established. The idea of the summary report grew out of suggestions from the 2001 Meeting of the Members. In order to help facilitate a smoother, more business-like Meeting of the Members, I created a summary report for each set of minutes for each monthly meeting. These reports were offered back to the Alumni Association via email, after an offer was sent for those interested to sign up to receive the report. The initial group of brothers that received the e-mailing was Bruce DiBisceglie, Tony Parsio, Marty Lyons, Kevin Ruta, and Bill Severino. Hopefully this list will grow in the future as the establishment of summary reports proves to be a vital new addition for the Board of Directors. One of the goals of the reports was to help establish a business like, and in turn, shorter Meeting of the Members. These summary reports will be distributed in advance, thus allowing all brothers ample time to view what the Board of Directors has accomplished in the past year. This should allow for minimal questioning at the meeting, and written reports from each Board member will help facilitate this as well.

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**Treasurer's Report : Robert Owens, Corporate Treasurer**

*July 2001 - June 2002*

Rent is continuing to be paid to the landlord of 267 Martin Luther King Blvd. The current lease contains a purchase option clause which the corporation and the landlord intend to take advantage of. Details of the sale have been worked out and a contract will be written up and signed in the coming months. The closing will take place on or about October 1, 2002. Financing is taken care of, and is in the form of the landlord holding a five-year mortgage for the corporation at an interest rate of approximately 9.5 percent. The corporation must provide a down payment of \$45,000 and monthly payments will be \$1050.

Rent payment by the undergraduate chapter to the corporation has fluctuated and been unpredictable. The corporate Treasurer, Vice President, Director of Housing and Undergraduate Development, and the Corresponding Secretary have done a lot of work to encourage and assist the undergraduate chapter in proper budgeting and collecting methods. The undergraduate chapter has been about 2 months behind on rent, on average. The undergraduate President and Treasurer seem to be working very hard at this problem and the situation is slowly improving. As of 3/31/02, the undergraduate chapter was in debt to the corporation by \$5613.

A new corporation has been started to handle housing matters and expenses. It will be a separate entity, not linked financially to the alumni association. A new bank account will be started once we have the federal ID number for the housing corporation. All rent income and mortgage payments will go through the new housing corporation and bank account.

Detail of financial investments (as of 3/31/02):

Account	Interest Rate	Interest FY01	Interest FY02	Current Balance
Savings Account	1.25% APY	\$59.31	\$8.07	\$2564.09
Checking Account	0.63% APY	\$157.71	\$36.01	\$20856.15
Cert.of Deposit	4.50% APY	\$1594.09	\$322.73	\$29895.10

All above accounts are with Tri-Co Federal Credit Union  
\$555.00 of the above funds is from advance payment of dues and cannot be spent.

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## **Alumni Chair Report : Chris Vakulchik Corporate Department of Alumni Chairman**

This school year started off very strong with a great sig series/ picnic in September. With brothers still reeling from 9/11, it seemed a good time to try to divert our attention with the softball game. The turn out was great, the game was great and the food was better.

The subsequent months have been less than encouraging. Football only managed to get 6 total brothers, no events were scheduled in November or December.

January- The black and white this year was a rousing success! We well exceeded my goal of 60 people (and wound up with around 80!). We were able to have the event at a new location, we brought back the hotel/shuttle service, had the new slide show presentation, and got new favors all in one year! The 20<sup>th</sup> anniversary Black and White sure was one to remember. For the first time ever, we didn't lose money on the event, and as a matter of fact, we made \$150 (which of course went right back into the fraternity budget).

February and March- Unfortunately, the high didn't last. Sig series basketball didn't happen, as no one was able to get to the gym to reserve it. Then, we tried to run Hockey in April, but hardly any brothers showed up

On a better note, 2 newsletters were on time, 1 was late due to people not sending in promised articles. The 4<sup>th</sup> one is being planned and put together as of this writing.

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*Corresponding Secretaries Report : Brian Feuer, Corporate Corresponding Secretary*

### **Main Goals:**

1. Keep up the Brotherhood Directory.
  2. Work with Chris Vakulchick to see that the Meeting of the Members is planned for properly and runs smoothly.
  3. Cut the budget slightly with the help my friends and neighbors in Sussex County
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### **Accomplishments:**

1. This goal was accomplished to the best of my ability with the help of a few board members. All personal information (addresses, phone numbers and e-mail addresses) forwarded to me was updated and saved.
  2. The letter was sent out with all of the proper information. Also all of the Convention weekend events were set up.
  3. All copies were made **free** of charge using all methods at my disposal.
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## **Undergraduate Report : John J. Baker, HJP**

This year has been a rebuilding year for the undergraduates. Our chapter has dropped in numbers to seventeen, but the ties that bind have never been stronger. And our lack of numbers has not hindered our progress. We have completed more than three community service projects per semester including charity, volleyball, highway cleanup, and the MS Walk. Our Brotherhood Development Chairman, Tim Swazek, saw to it that every Thursday night was Poker Night, which brought several alumni brothers to the house that we would not normally see as often. Rush has brought us five new members this past year: Xuchu Ruan, Alex Ziselman, Tim Madsen, Bill Faasse, and Craig Daugherity. You will be hearing these names quite often, as they are all very motivated and eager to do everything they can for our brotherhood. As far as finances go, our treasurer, Ryan Goldschmitt, has been keeping the records and has gotten us up to date with our bills. He has insisted on having every brother sign a promissory note and then holding him to it. This should eliminate the problem we have had in the past of brothers leaving school and failing to pay their debt to the fraternity, as well as aid in the collection process. Our Social Chairmen, Dave Sabanosh and Tom Gottberg, have put a little more life into fraternity life with several mixers and "anti-socials," all of which were very successful. Pledge Educator, Dave Sabanosh, has instituted the painting of steps in the house instead of class letters. The Alpha Tau Class was the first to complete this new tradition. As for the house itself, it has never been as clean as it was this semester. Structurally, the front stoop has started to deteriorate, and the front stairs to the second floor are in poor condition. Twelve of our seventeen brothers have decided to move in next semester anyway. As for Mike Regn and myself, we are trying to keep everyone moving in the right direction and encouraging brotherhood whenever possible. Chapter meetings were moved to Monday nights at ten o'clock in an effort to increase attendance. I am looking forward to next year being even more successful than this one, with a special emphasis on the Rush and House committees.

Faithfully Submitted In Phi,  
John J. Baker, HJP

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**\*\*\*Missing reports - Law Report, Corporate DHUD Report, Corporate House Report\*\*\***