

**Sigma Phi Epsilon Fraternity
National Board of Directors
Conference Call Minutes of the Meeting
September 17, 2014**

National Directors in attendance:

Phillip A. Cox, Indiana '84	Grand President	2015
Christopher L. Bittman, Colorado '85	Grand Treasurer	2015
Richard W. Bennet III, Central Missouri '74	National Director	2017
Billy D. Maddalon, North Carolina State '90	National Director	2015
Daniel W. McVeigh, Texas Wesleyan '90	National Director	2017
Shawn McKenna, Maine '77	National Director	2015
Thomas B. Jelke, Ph.D., Florida International '90	National Director	2019
Garry C. Kief, Southern California '70	National Director	2019
Erik D. Mikkelsen, Utah State '14	Student Director	2015
Marshall Miller, Valparaiso '14	Student Director	2015
Sawyer J. Hicks, Davidson '14	Student Director	2015

Headquarters staff present:

Brian C. Warren Jr., Virginia '04	Chief Executive Officer
Seth D. Irby, Louisiana State '11	Fraternity Operations Director
Kyle F. Sutton, Cincinnati '12	Strategic Projects and Analytics Director
Orman "Archie" W. Messersmith, Samford '99	Volunteer Services Director
Julie Ross	Finance Director
Hillary Hackett	Executive Coordinator

Call to Order

The meeting was called to order by Grand President Phillip A. Cox on Wednesday, September 17, 2014 at 6:05 p.m. Eastern Daylight Time.

Grand President Cox turned the meeting over to Chief Executive Officer Brian C. Warren Jr. to present the order of business and the list of actions to be voted on during the call.

Adoption of Meeting Minutes

Chief Executive Officer Warren called for the Directors to turn to the meeting minutes from the June 23, 2014 conference call. Warren provided clarification on a minor revision to the draft made prior to the call. Warren went on to explain an incomplete clause was inadvertently added in the insurance section and asked for this to be deleted. Warren then called for approval of the revised minutes from the meeting held June 23, 2014.

National Director Thomas B. Jelke moved the Board to approve the minutes from the June 2014 meeting.

Seconded by National Director Billy Maddalon.

Unanimously approved.

Higher Education Initiative Reports and Recommendations

Chief Executive Officer Warren provided updates regarding the Higher Education Initiative Committee established to build partnerships with the higher education community. Warren explained the current focus of the Committee was in the areas of Volunteer Recognition, Leadership Events, Research and Advisory.

CEO Warren called on Volunteer Services Director Archie Messersmith to deliver the HEI Committee's report focused on Volunteer Recognition. Volunteer Services Director Messersmith began with emphasizing the impact alumni and volunteers have on the success of the Fraternity. Messersmith went on to provide several recommendations to strengthen and grow the volunteer community through recognition efforts. CEO Warren asked for feedback regarding the spirit of the recommendation – to build on the work of SigEp's Volunteer Committee in order to create a continuum of recognition, for both alumni and non-alumni volunteers, based on years of service and impact. The Directors agreed with the spirit of the committee's recommendation and requested that the staff present a more detailed proposal at the fall meeting.

Warren moved on to present the reports provided by the Leadership Events Committee and Research Committee. Director Thomas B. Jelke suggested the need for defined and consistent learning outcomes and programming objectives. Warren agreed and committed to making the issue an agenda item at the fall meeting.

Lastly, Warren presented two important focus areas delivered by the Advisory Committee's report. Warren shared information regarding recent recruitment activities at Dartmouth and Grand Valley State involving transgender students. Director Garry C. Kief recommended the staff meet with legal counsel for clarification of potential legal ramifications of a defined policy regarding the membership of a transgender individual. Warren committed to schedule a meeting with legal counsel and following up with the Directors.

Warren moved on to the second area analyzed in the Advisory Committee's report – legalization of marijuana in Colorado and Washington. Warren recommended that the Fraternity continue to follow current policy on the use of alcohol and drugs in harmony with the host institution's policy.

National Director Shawn McKenna moved the Board to approve the continuation to follow current policy on the use of alcohol and drugs.

Seconded by Student Director Marshall Miller.

Unanimously approved.

Member Safety and Risk Management Policy Revision

CEO Warren presented staff's proposal to amend the Administrative Policies and Procedures sections pertaining to Risk Management Policies. Warren explained the revised policies more clearly articulate expectations for members and the consequences of failing to follow the policies. Warren also noted the need for SigEp's Risk Management Policies to align with language of the general liability insurance policy provided by Admiral. Warren asked the Directors to approve the staff's recommended new risk management policies.

National Director Garry C. Kief moved the Board to approve the amended Administrative Policies and Procedures to include revisions to the Risk Management Policies.

Seconded by National Director Richard W. Bennet III.

Unanimously approved.

Claim Surcharges

CEO Warren asked the Directors revisit previous discussions regarding the insurance claim surcharge model proposed during the June 23, 2014 conference call. Warren provided analysis on various insurance surcharge models. He went on to report the staff's proposed surcharge model for comprehensive insurance coverage for the 2015 fiscal year and clarified why the recommendation was being made. Warren asked for the Director's approval.

Student Director Marshall Miller moved the board to approve the Insurance Surcharge Model for the 2015 Fiscal Year.

Seconded by National Director Billy D. Maddalon.

Unanimously approved.

2014 Year-End Report

CEO Warren called on Grand Treasurer Christopher L. Bittman to deliver information on the fiscal year end finances. Grand Treasurer Bittman shared his view on the Fraternity's expenditures for the fiscal year. Bittman emphasized the investment being made for the future of the Fraternity and expressed his positive outlook on the future growth of the Fraternity and the Sigma Phi Epsilon Educational Foundation.

Warren suggested the Directors review the remaining year-end data and provide feedback and/or questions to all via email if needed for full understanding of the material.

Other Business

Fraternity Operations Director Irby delivered information regarding updates to several SEC chapters with potential re-charter action. Irby then went on to share updated information regarding a situation at Oklahoma State University. Irby asked the board to temporarily suspend the Oklahoma Alpha charter and approve Chapter Services Director Daniel Sullivan and the Alumni Advisory Council to conduct a comprehensive membership review.

National Director Billy D. Maddalon moved the board to approve the temporary suspension and membership review at Oklahoma Alpha.

Seconded by National Director Shawn McKenna.

Unanimously approved.

Adjournment

Grand President Phillip A. Cox adjourned the meeting on Wednesday, September 17, 2014, at 8:04 p.m. Eastern Daylight Time.