

**Sigma Phi Epsilon Fraternity and Educational Foundation
Meeting of the National Board of Directors and Educational Foundation Trustees
April 8 and 9, 2016
San Francisco, California**

National Directors in attendance:

Richard W. Bennet III, Central Missouri '74	Grand President	2017
Christopher L. Bittman, Colorado '85	Grand Treasurer	2017
Thomas B. Jelke, Ph.D., Florida International '90	Grand Secretary	2017
David R. Calderon, CalPoly-Pomona '88	National Director	2017
Garry C. Kief, Southern California '70	National Director	2019
Cynthia Love, Ph.D.	National Director	2017
Billy D. Maddalon, North Carolina State '90	National Director	2021
Daniel W. McVeigh, Texas Wesleyan '90	National Director	2017
Bradley C. Nahrstadt, Monmouth '89	National Director	2021
Victor K. Wilson, Georgia Renaissance	National Director	2017
Jeffrey A. Back, Cincinnati '18	National Director	2017
John L. Emery, Arizona '17	National Director	2017
Riley D. Shearer, Montana State '17	National Director	2017

Educational Foundation Trustees in attendance:

Edward H. Hammond, Ph.D., Emporia State '66	Foundation President
Norman E. Nabhan, Purdue '71	Foundation Treasurer
Stephen B. Shanklin, Ph.D., Murray State '70	Foundation Secretary
Michael C. Williams, Memphis '69	Foundation Trustee

Educational Foundation Trustees not in attendance:

Gary E. Griffith, Texas-Austin '70	Foundation Trustee
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Headquarters staff in attendance:

Brian C. Warren Jr., Virginia '04	Chief Executive Officer
Jacob K. Bredstrand, Washington State '11	Associate Dir. of Advancement
Laura C. Curzi	Executive Coordinator
Meghan M. Grace	New Member Orientation Director
Seth D. Irby, Louisiana State '11	Managing Director, Fraternity
Aaron J. Ledesma, Marquette '14	Digital Media Director
Emily D. Lowry	Donor Relations Manager
Matthew S. Parrish, Georgia '07	Director of Advancement
Julie W. Ross	Finance Director
Daniel Sullivan, WPI '12	Managing Director, SENH
Kyle F. Sutton, Cincinnati '12	Marketing and Communication Director
Sheehan Z.A. Walker, Virginia Commonwealth '11	Career Preparedness Director

Guests in attendance:

Kenneth S. Maddox, Oregon State '75	President, SENH Board of Directors
Marcus P. Robinson, Dayton '99	Public Relations Task Force Chairman

Thomas A. Barton, Loras '89

Barbara L. Barton

Life Trustee and National Advancement
Council Member

VP of Relations, Iowa Eta AVC and
National Advancement Council Member

Call to Order

Grand President Richard W. Bennet called the meeting to order on April 8, 2016 at 1:00 p.m. PDT. Bennet welcomed the newest National Director Cynthia Love to the Board.

Approval of Minutes

Grand Secretary Thomas B. Jelke called for a motion to approve the minutes of meetings held in December, 2015 and March, 2016.

National Director Billy D. Maddalon moved the Board to approve the minutes from the December 12, 2015, meeting of the National Board of Directors.

Seconded by National Director David R. Calderon

Motion passed by unanimous 12-0 vote.

National Director Maddalon moved the Board to approve the minutes from the March 17, 2016, conference call meeting of the National Board of Directors.

Seconded by National Director Calderon.

Motion passed by unanimous 12-0 vote.

Foundation President Edward H. Hammond called for a motion to approve the minutes from the meeting of the Educational Foundation Trustees in February, 2016.

Foundation Treasurer Norman E. Nabhan moved the Board to approve the minutes from the February 29, 2016, meeting of the Educational Foundation Trustees.

Seconded by Trustee Michael C. Williams.

Discussion

"Capital Campaign" agenda item to be rewritten as "Foundation Best Practices" to better reference the tone and objectives of the discussion and motion by Trustee Williams on the campaign corrected to "Trustee Williams moved the Foundation to support a Sigma Phi Epsilon capital campaign."

Motion passed by unanimous 4-0 vote.

State of the Fraternity

Chief Executive Officer Warren provided an update on the performance and health of SigEp's three corporate entities, the Fraternity, the Educational Foundation and SigEp National Housing (SENH). Warren opened with analysis of performance toward objections of SigEp's strategic plan. Growth analysis shows a decline in membership over the last year due to the membership reviews and several charter revocations as chapters work to align their experience with the tenets of the Balanced Man Program (BMP).

Development analysis indicates an average member GPA up 3.17, close to the Fraternity's goal of 3.2, and 63 percent of chapters report GPAs above the all-campus average. Staff sees a great benefit with the BMP App in its ability to gather current data on GPAs. Undergraduate members will update grades into the application accompanied by their year in school to provide updated and live data moving forward.

Overall leadership event attendance is lower as a result of discontinuing EDGE in spring of 2016. Warren clarified that EDGE content addressed very important issues and will be restructured so that the content can be delivered at each campus in collaboration with campus personnel and programming. Warren provided an update on the BMP showing better volunteer and alumni understanding and improvement in implementation proficiency. Warren indicated that staff is not hesitating to intervene with appropriate and responsible action on BMP proficiency issues. Status reports on recent membership reviews and Alumni Advisory Councils (AAC) were provided with staff committing to provide these reports on a regular basis. Directors were also provided a technology update regarding the BMP App, SigEp's website, database management and email marketing.

Grand Secretary Jelke called for a recess at 2:35 p.m. PDT.

Grand Secretary Jelke called the meeting back to order at 2:45 p.m. PDT.

SENH's Managing Director Daniel Sullivan presented on SENH's lending, property management and project consulting activities. Sullivan presented SENH's focus on life safety initiatives (sprinkled homes and property insurance), and Residential Learning Community (RLC) consultation. Directors were provided the BB&T loan summary analysis and the housing loan fund summary analysis. Sullivan reviewed SENH's property management program pipeline and indicated that the current 18 property management facilities will grow to 25 properties over the course of the next year. All properties enrolled in SENH's property insurance program have undergone inspections with analysis reports providing a framework for future projects and a demand for more property management properties.

CEO Warren provided an update on strategic efforts surrounding SigEp volunteer recruitment, education and ongoing support. The volunteer services team will grow to a two-position team with the new Volunteer Engagement Manager focusing on recruitment and orientation of new volunteers. This position will also manage District Governors (DG) and the current DG vacancies will be filled within the next year.

CEO Warren provided an update on recent fundraising efforts indicating a growth in unique donors and contributions for restricted purposes. The endowment has decreased due to market performance and outflows outpacing inflows. Warren noted that the spring mail solicitation is in process and that the staff saw great success in the Hoop of Steel campaign at Carlson Leadership Academies. Fundraising performance should exceed last fiscal year's numbers.

Substance-Free Housing

Foundation President Hammond provided a report from the North American Interfraternity Council's (NIC) Alcohol Commission. The Board discussed the report and how substance-free policy would best be implemented and enforced.

National Director Kief moved the Board to mandate substance-free facilities at all newly chartered chapters moving forward.

Seconded by National Director Cynthia Love.

Motion passed by unanimous 12-0 vote.

Warren confirmed that discussions will continue and a suggested plan of action for fraternity-wide substance-free facilities adoption and budget implications will be presented at the fall meeting.

National Grand Secretary Jelke called for a recess at 5:45 p.m. PDT.

National Grand Secretary Jelke called the meeting back to order on April 9, 2016 at 8:55 a.m. PDT.

Chapter Actions

Managing Director Seth D. Irby provided the history of each chapter action and recommendation from staff.

National Director Calderon moved the Board to charter the Iowa Eta Chapter of Sigma Phi Epsilon at Loras College.

Seconded by National Director Kief.

Discussion: Approved based on standards with substance-free housing vote - all Iowa Eta facilities will be substance-free.

Motion passed by unanimous 12-0 vote.

National Director Daniel W. McVeigh moved the Board to charge staff in establishing a membership review team, conducting a full review of membership, and appointing an Alumni Advisory Council following the membership review of Missouri Alpha Chapter at the University of Missouri.

Seconded by National Director Kief.

Motion passed by unanimous 12-0 vote.

National Director Riley D. Shearer moved the Board to close the Indiana Alpha Chapter of Sigma Phi Epsilon at Purdue University.

Seconded by National Director Bradley C. Nahrstadt.

Motion passed by unanimous 12-0 vote.

National Director Nahrstadt moved the Board to charter the Sigma Epsilon Chapter at Northwestern University as the Illinois Lambda Chapter of the Sigma Phi Epsilon Fraternity.

Seconded by National Director Victor K Wilson.

Motion passed by unanimous 12-0 vote.

National Director Wilson moved the Board to charter the Sigma Epsilon Chapter at Wake Forest University as the North Carolina Zeta Chapter of the Sigma Phi Epsilon Fraternity.

Seconded by National Director Nahrstadt.

Discussion: Directors asked to table chartering at this time, with decision contingent on spring semester grades and updated manpower data from this SEC.

National Director John L. Emery moved the Board to table the Wake Forest University SEC charter decision to a later date.

Seconded by National Director Love.

Motion passed by unanimous 12-0 vote.

Managing Director Irby provided a follow up and analysis of the membership reviews at the Texas Rho Chapter at Baylor and the Maryland Beta RLC at Maryland – College Park.

National Director McVeigh moved the Board to appoint Brother Steven Daniels, Lambuth '78, as District Governor for District 9.

Seconded by National Director Calderon.

Motion passed by unanimous 12-0 vote.

Positioning Statement

Public Relations Task Force Chairman Marcus Robinson presented a draft positioning statement to the Board and Foundation, indicating the intent for the statement to clarify SigEp's value proposition to all stake holders and to serve as a guide for future decision-making and external messaging. Directors provided feedback and suggestions to Robinson and staff requesting an updated draft be distributed to Board for approval at a later date.

Grand Secretary Jelke called for a recess at 10:45 a.m. PDT.

Grand Secretary Jelke called the meeting back to order at 11:00 a.m. PDT.

Capital Campaign

Advancement Director Matt Parrish and National Director Kief presented initial plans for a major capital campaign over a five year timeline. Directors were provided a plan for volunteer involvement and a gift pyramid to show the distribution of gifts needed to conduct a successful campaign.

National Director Nahrstadt moved the Board to charge the staff and SigEp's National Advancement Council to move forward with the plan for a five-year major capital campaign.

Seconded by National Director Wilson.

Motion passed by unanimous 12-0 vote.

Grand Secretary Jelke called for a recess at 11:50 a.m. PDT.

Grand Secretary Jelke called the meeting back to order at 12:45 p.m. PDT.

2017 Fiscal Year Budget

CEO Warren presented the fiscal year 2017 budgets for the Educational Foundation and the Fraternity.

Foundation Trustee Michael C. Williams moved the Board to accept the 2017 fiscal year budget of the Educational Foundation as presented.

Seconded by Foundation Secretary Stephen B. Shanklin.

Motion passed by unanimous 4-0 vote.

Directors voiced concern for the potential consequences of losing the Life After College event for one year. The Directors, Trustees and PR Task Force Chairman Marcus Robinson personally committed to funding a program.

National Director Emery moved the Board to accept the 2017 fiscal year budget of the Fraternity with the inclusion of budgeted funding for one Life After College program in the 2017 fiscal year.

Seconded by National Director Kief.

Motion passed by unanimous 12-0 vote.

Long Range Plan

CEO Warren will circulate a modified Long Range Plan reflecting changes to the operating budgets in the coming weeks. The plan will be approved before a fall meeting.

Adjournment

Grand Secretary Jelke adjourned the meeting at 1:45 p.m. PDT.