



# THE BULLETIN

## *of Sigma Pi Fraternity*

*"To possess wisdom, knowledge must be diligently sought and applied"*

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[www.sigmapi.org](http://www.sigmapi.org)

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## Protect your house over the holidays

Winter break is fast approaching, make sure that your chapter's house and property are safe and secure from the damages that may be caused by winter weather and neglect.

### **What are the leading risks to a chapter facility during holiday breaks?**

Water freeze, Fire, Vandalism, and theft.

### **What can be done to avoid a possible loss?**

- Service the furnace/boiler. Routine maintenance is critical and relatively inexpensive. In the long run it will save money.
- Make sure to leave the furnace/boiler on and maintain the heat at or above 60 degrees.
- Make sure all hoses are removed from exterior water spigots/faucets.
- Drain lines in lawn sprinkler systems where appropriate. This service is best performed by a contracted professional or authorized dealer of the sprinkler equipment.
- Open the faucets to a slow drip. By keeping the water flowing through the pipes, it takes more severe cold weather to cause the lines to freeze.
- Leave the doors to cabinets that contain water lines open. This will allow heat to enter the area.
- Insulate water lines that have been prone to freezing in the past.
- Check all rooms and unplug all non-essential appliances and electronics. The source of many fires has been an improperly used, unattended or malfunctioning appliance or space heater. If they are not plugged in, they are not a threat.

□ Make sure the chapter house is securely locked and ask the local police department to check on it periodically to deter thieves and vandals. Don't forget to securely store all valuables!

- Utilize a responsible member or alumnus to check on the property, at a minimum, every 24 hrs. Does your school have someone on their maintenance staff that would be willing to do this for a small fee? Controlling the extent of a loss after an occurrence is critical. Make sure this designated person has the appropriate contact information in the event something happens.
- Clean the chapter house before the break. This will ensure that no heat registers are blocked and will reduce any potential fire hazards.
- Replace the glass in all broken windows. A number of freeze losses happened because a broken window allowed a near by pipe to freeze.
- Assure all entry doors are well insulated, fully close and latch appropriately
- Clean the gutters and downspouts to ensure proper roof drainage to avoid ice damming.
- Check the downspouts to make sure they are not draining water onto the driveway or sidewalk.
- Exterior debris should be cleaned up and lumber and other items being



*Theta Chapter house at Penn State decorated for the holidays!  
-courtesy of the Centre Daily Times Newspaper, State College, Penn.*

stored next to the chapter house moved. Items such as these are prime incendiary sources for an arsonist.

This list of precautions is not intended only for chapters in the Northern and colder climates. In December of 1998 and January of 1999 over 1.3 million dollars was paid out on freeze related claims. A majority of these losses were chapter houses located in the Southern warmer climates. An unexpected cold spell hit the region and almost no facility took preventive measures. Weather forecasters prove everyday unpredictable nature of climate conditions and temperatures; regardless of geographical location every chapter should follow the steps outlined above.

By following these simple steps your chapter should not incur an unnecessary loss of property, nor dissuade prospective new members to find brotherhood elsewhere.

# Frost's Cool Notes from Nashville

*Notes from Assistant Executive Director Jonathan Frost*

Fellas,

What's up? I hope everyone had a great Thanksgiving Holiday and are now getting ready for finals and winter break. It has been a great semester from what I hear around the country, congratulations to everyone for a great semester. Hopefully by now your pledge classes are getting ready to initiate and your new Executive Councils are doing a retreat to train and prepare for the spring semester.

I would like to congratulate Kappa chapter for their recent re-chartering on December 3<sup>rd</sup> and thanks also to the Zeta-Chi (Rowan), Theta-Delta (TCNJ) and Theta-Sigma (Ursinus) chapters for showing their support at the initiation ceremony. It is always great to see brothers from other chapters show up and meet their new brothers. At the same time thank you to the brothers at Theta-Sigma for allowing Senior Colony Development Consultant Greg Ritchie and I to stay with them during our trip in Philadelphia.

In regards to initiation, I would like to remind everyone to make sure you collect all forms and fees before

you do the initiation ceremonies. This is a requirement to be done before the ceremony and is important for your chapter efficiency points and so forth. I am looking forward to seeing the guys you pledged go through and increase the size of our Fraternity. We are looking good so far at setting a new record for Sigma Pi, so keep up the effort into next semester. We cannot do it without the help from all of you.

On another note, make sure your new Sage, Third Counselor, Chapter Director, Province Archon and one delegate from your Alumni Club get registered for the Midyear Leadership Conference in St. Louis this upcoming February. The dates for this conference are February 3-5, 2006. Registration is only available through our website at [www.sigmapi.org](http://www.sigmapi.org). There will be NO onsite registration available.

Finally, I would like to remind everyone to get their ACE Projects registered. Our goal this year is to have 100 chapters perform a project. Thank you to those chapters that have completed one already. Please keep in mind that the ACE Project is

If you can not reach your ELC, Jon Frost is your Contact. Call him at (800) 332-1897



worth 1,000 points on the Gold Standard. This will be very important, especially with convocation coming up in August. The Gold Standard in case you forgot is your application for awards at convocation. In order to compete you need to score at least an 80%. There are a total of 4,000 points available and you need 3,200 in order to get 80%. Therefore the ACE Project is very important for your chapter. Get your chapter's project registered today and not only show the campus your altruism but put your chapter in the running for awards this year.

I look forward to working with everyone next year and seeing your officers at Midyear. We had a great first half of the year; now let's have an even better second half. Have a fun and happy holiday season!

## Are you graduating?

The Executive Office needs your photos in cap and gown for future publications. Get your graduating members together for a nice group photo before graduation. We want picture of our new alumni for future publications. Send them in today!



## What are you doing after college?

Call now and apply for the best job in North America, right out of college. As a staff member you can enhance your resume while making international contacts with the present and future leaders of North America. Consultants develop not only chapters, but also themselves through the experiences of travel, coordination, and networking. Call (800) 332-1897, and talk to Assistant Executive Director Jonathan Frost today and get a jump on your future, by developing excellence today!

## Building your chapter: Get ready for spring recruitment

It is important for every chapter, even those of which who are not on a campus which has "deferred rush", to plan for its spring recruitment. There are men on your campus who want to be invited to join Sigma Pi, especially those who are not just freshman; and we need to prepare to host them, and make them welcome.

Sigma Pi Fraternity has been one of the fastest expanding fraternities in North America for colonies, and new groups. In 2006 it is our goal to increase the value of membership not only in our new chapters, but more importantly in the chapters which have been established.

Chapters with more members have the opportunity to do more things together. With a greater number of dues paying members, the chapter has more capital in which to operate, and more men to share in the experience of fraternal life. Members will not only have better intramural teams (which bring glory to the name of the chapter,) but also will provide more opportunity for kindred minds to bond in all areas beyond your scholastic obligation and social interactions.

Your chapter should plan to recruit no less than 40-percent of its current membership. In other words, if you have 50 men in your chapter, you need to recruit 20 men in the spring for the

chapter to grow at a reasonable rate. By recruiting 40-percent of your chapter, the chapter will continually grow, and offer more benefits of membership. The Fourth Counselor (secretary) of your chapter should know how many men are graduating, and how many men are likely to return in the fall. Use this number as a base to set your goals for the spring. Also take a look at the recruitment goals that were given to your chapter by the Executive Office. The Sage of your chapter should know what your chapter's goals are. If you have questions regarding this goal, feel free to contact the Executive Office at anytime.

If your chapter has had difficulty in the past with recruitment, ask for the help of your Chapter Director, alumni, Educational Leadership Consultant, or an Executive Office Staff member now. We can share good ideas to help recruit the right men, the right way.

The easiest way to recruit the Sigma Pi way is to get out of the house and meet people! You must go out and recruit every day, because few people will come to your house (or common area,) to find you. Go out in teams of two or three people and make new friends, with a plan to return to the house later that day to introduce them to others.

Make a plan and build your brother-

hood. Sigma Pi members should never engage in hazing, therefore, we should not lose prospective members to archaic mistakes of the past. If your chapter has any "local rituals" which demand any physical exertions or quest-based obligations (treasure hunts) which are against the principals of our Fraternity, abolish them now.

A man must be "enrolled at the host institution and of good moral character," to enter the new member education program of Sigma Pi. He must be made aware of his financial obligation, and he must make at least a 2.3 grade-point average, and remain a good citizen to become a member. That is all.

During a proper new member education program which follows the "Foundation of Membership" manual (available on-line,) there is plenty to occupy the time of our new members. We are here to be "A New Generation of Leaders," and to build that leadership through a practice of honorable membership.

The Executive Office challenges you to increase the value of your membership by planning to be a success now. In the spring, find more men to build the chapter's strength for the future and to build "A New Generation of Leaders."

# Mark Your Calendar Now!

Midyear Leadership Conference  
February 3-5, 2006  
St. Louis, MO

## Properly registered ACE Projects get banners now

Our goal is to have **100** chapters perform an ACE Project this year, and like last year we have a free banner for you. These banners are not the same as last years. The banners this year are yellow with purple writing.

As you plan for your chapter's upcoming ACE event, register your project properly, and receive your banner. These high quality 3'x6' banners are yours free, for just doing what your chapter needs to do. Serve your campus with pride, promote ACE, and show everyone that Sigma Pi Fraternity is the one leading the way.

Don't forget to take a picture with your members and this high quality banner, for your ACE report. We encourage each chapter to send us a binder with pictures (and copies of their event in the local press) with its final report.



**How to do a great ACE Project: 1. Ask your college/university what they need. 2. Get your chapter ready to help. 3. Happily help your campus. 4. Report your altruism to ΣΠ. 5. Win an award. (It's that easy!)**

## Convocation on the Bayou - New Orleans 2006

Hurricane Katrina was not enough to prevent Sigma Pi from holding Convocation in New Orleans for 2006.

Over the last three months, we have all wondered what our plans would be after the devastation that Hurricane Katrina had on the Gulf Coast and New Orleans. In early November we were contacted by our host hotel, The Fairmont, who informed us that they were going to completely refurbish their property and that it would take almost a year. Unfortunately this meant that they would not be able to honor their contract and Sigma Pi would have to look at other properties to host the 48th Biennial Convocation. Within a couple of days the New Orleans Marriott contacted the Executive Office and offered a comparable package for our organization. On

November 18th, Grand Sage John Kitch and Executive Director Mark Briscoe visited the Marriott to do a site inspection and insure their property would be suitable. They found the Marriott to have recovered very well from the disaster and was a perfect facility for the 2006 Convocation.



The site inspection is an important prerequisite the Executive Office perform s before each convocation but even more important with respect to this year as we wanted to make sure that the city had recovered enough for our attendees. While large areas of New Orleans is still devastated by the hurricane, Kitch and Briscoe found that the Airport and French Quarter had survived very well and were operational. An evening trip down Bourbon Street, which is only three blocks from the hotel, proved that the Cajuns are back in business and welcome visitors with open arms. Within the next nine months the city will continue to make progress and our commitment to remain in New Orleans will help to bring back this great city.

Mark your calendars and make plans to attend the 2006 Convocation from August 2nd - 6th at the New Orleans Marriott at 555 Canal Street. More specific information regarding registration will be on the web page shortly following the Midyear Leadership Conference in February.

## Quick Notes and Reminders for your chapter's EC

### SAGE

\*Pledge and Initiate forms and fees must be reported promptly and properly to avoid the possibility of the Sage's suspension.

\*The Sage's Report is due at the Executive Office by the 10th of every month.

### SECOND COUNSELOR

\*The Second Counselor's Report is due at the Executive Office by the 10th of every month.

### THIRD COUNSELOR

\*Chapter Liability Insurance was due to the Executive Office by November 1st. Contact Jonathan Frost of John Swales at the Executive Office immediately if your chapter still owes.

\*Fall Convocation Assessment Dues were due to the Executive Office by December 1st. Please pay now to insure your chapter's vote at the 48th Biennial Convocation in New Orleans.

\*The Third Counselor's Report is due at the Executive Office by the 10th of every month.

### FOURTH COUNSELOR

\*Graduating Seniors report for the fall semester was due to the Executive Office by December 1st.

\*Proclamation of New Officers is due to the Executive Office immediately following the installation of new officers.

\*Chapter Minutes are due to the Executive Office by the 10 of every month.

### FIRST COUNSELOR

\*If you have not sent your fall semester alumni newsletter, do it soon. Your alumni want to hear from you! Keep them informed, and involved in your chapter. Also send a copy of your newsletter to the Executive Office.

### HERALD

\*Emerald reports and photos were due December 10th for the spring edition. How is your scrapbook coming for the 2005-06 year?

