

A. Report of the Active Chapters: Eta Chapter

I. Membership – Pledging Statistics

	1st Semester	2nd Semester
Number Rushed	16	15
Number Pledged	6	10
Number Initiated	6	10
Number of Active Members	20	24
Number of Faculty Members	1	1

II. Rush and Pledging:

- A. Rush methods and procedures: For rush, the chapter organizes five events including open house. For both the fall and spring rush terms there was no problems for rush. Our events during the fall included paintball, Brewers baseball, movie night, and open house. During the fall rush there was organization fest where we had a table set up for students to look through our photo albums and we handed out pens and can cozies, which promoted our chapter a great deal. During spring rush we held open house, Admiral's hockey, Comedy Sportz (entertainment show), and games night. That semester we had a good turnout for hockey. But games night did not go very well. The open house for both semesters turned out really well for free burgers, brats, and the hooters wings didn't last long.
- B. Pledging methods and procedures: The chapter uses a condensed version of the pledge manual. We use the support of the big brother and little brother relationship. The pledge period is for the whole semester. Between the first and last initiations as pledges, the pledges meet once a week with the vice-chief discussing current events in the chapter and a quiz over different aspects of house history, actives list, code of ethics, object, etc. Only the vice-chief has a copy of the pledge manual, so any revisions of the pledge manual are not needed at this time.
- C. There hasn't been any trouble keeping the pledges this past year. We have had two big pledge classes this school term.
- D. We do not use the National Book Scholarship for Rush. We have had no problems with rush this school term.

III. MEMBERSHIP

- A. No membership problems.
- B. We have had a large percentage of our actives participate in the rush activities, and there have been no problems with pledges.
- C. All the actives like the Chapter. We have some students who go to the University of Wisconsin in Milwaukee as well as Marquette University. There have been no major problems with Marquette and our Chapter.
- D. The chapter does not have any opinions about the National Fraternity.
- E. We don't have any relationships with any of the Alumni Chapters.

IV. FINANCES

- A. See chart.

## ASSETS

### Current Assets

#### Checking/Savings

##### Wells Fargo

Dues and Rent 15,778.49

Wells Fargo - Other -1,918.79

Total Wells Fargo 13,859.70

Total Checking/Savings 13,859.70

#### Accounts Receivable

##### Accounts Receivable

Dues 1,780.00

House Rent 5,110.00

Rent and Dues 4,340.69

Other 8,090.72

Total Accounts Receivable 19,321.41

Total Accounts Receivable 19,321.41

##### Other Current Assets

Undeposited Funds 350.00

Total Other Current Assets 350.00

Total Current Assets 33,531.11

**TOTAL ASSETS 33,531.11**

## LIABILITIES & EQUITY

### Liabilities

#### Current Liabilities

##### Accounts Payable

Accounts Payable 127.92

Total Accounts Payable 127.92

Total Current Liabilities 127.92

#### Long Term Liabilities

Housing Deposit 315.00

Total Long Term Liabilities 315.00

Total Liabilities 442.92

### Equity

Opening Bal Equity 7,575.01

Retained Earnings 9,414.30

Net Income 16,098.88

Total Equity 33,088.19

**TOTAL LIABILITIES & EQUITY 33,531.11**

- B. A typical house bill would include \$350 per month for rent and \$265 per semester for dues. Utilities included in rent include gas, electric, sewer, and water. Additional charges for parking, satellite, and static IP addresses are assessed to each member that utilizes these services. Meals and phone lines are the responsibility of individuals.
- C. Eta does not have a building fund.
- D. Each member signs a lease when they move into the house. We are planning to implement some type of promissory note to deal with unpaid balances.

- D. Eta has spent considerable amount of time transferring our books from paper to QuickBooks. Once this is complete we hope it will greatly help with account tracking as well as budgeting. In addition we hope it will provide a smother transition to future business manages with less loss of information and greater understanding of the chapters financial situation.
  - E. Most housing issues we have are worked out among the actives or through Marquette University
- V. RISK REDUCTION
- A. We submitted reports to the Inter-fraternity Council on the possible liabilities that a fraternity could be held to in the event of a visitor becoming overly intoxicated at the fraternity's chapter house.
  - B. The chapter house is fully equipped with smoke detectors and a fire alarm, along with fire extinguishers in appropriate locations. The chapter has adequate fire escapes and an emergency exit plan in place.
  - C. We setup TIPS training session for the second week of next semester. We held an informational seminar with the pledges explaining the position to them and things that they should be aware of in order to help keep the chapter in compliance with the risk reduction policies.
- VI. SCHOLARSHIP
- A. We do not have the chapter's overall grade point average. Marquette University doe not compute the overall men's grade point average. The College of Engineering overall average is 2.6 with a 4.0 scale.
  - B. The Chapter retains all the class notes and tests from the actives from the past 10 years. This year we started an e-gouge, which holds all laboratory, essay, and homework papers that are stored on the house network. The gouge is widely used among actives. After every term, actives submit their own work in the gouge. The librarian maintains the gouge.
  - C. The Chapter does have a Scholastic Chairman. His duties are to organize any academic help that actives or pledges need. He organizes and runs the mandatory chapter study hour for pledges or actives that wish to participate. He offers tutoring for pledges at that time. He also monitors the active's grades. This position needs to be more active in his chapter duties.
  - D. The Chapter has no problems with the Scholastic Chairman.
- VII. GENERAL
- A. The chapter did not organize any professional programs.
  - B. Special Activities: The Chapter participates in Greek Olympics this past spring. We place third among all other Fraternities at Marquette. Every Monday, we participate in Greek Bowling, which is a bowling league among all the Greeks at Marquette. This year we had two teams, one team placed 2<sup>nd</sup> in the league.
  - C. We are in the process of making a Rip-off Trophy.
  - D. The Chapter members do not expect anything of the National Office.

- E. We are required by Marquette to revise out chapter by-laws every year. I believe they were sent to the Supreme Council.
- F. We have two house computers, one on the second floor and the other on the third floor. Both are 486s with a b/w printer on the second floor. There is a server in the basement. Both common computers have windows 2000, and are on the house network. All the computers in the house or on a network with a DSL connection to the Internet.
- G. There are no projects we like to see from the Supreme Council.

# RESIDENTIAL LEASE

This lease is an agreement between the Brother of Sigma Phi Delta who chooses to reside in the Fraternity House at 910 N. Renee, and the Fraternity Business Manager. The Business Manager is not a landlord, but rather a lesion between the Brothers of Sigma Phi Delta and Marquette University.

**Utilities:**

Utilities Included in Rent: Electric, Gas, Water & Sewer.

Utilities NOT Included in Rent: Phone.

**Parking:**

Parking is located behind the house in a limited quantity. The cost for one parking space behind the house is set at \$30.00.

**Deposit:**

A \$315.00 deposit will be collected for all apartments. **THIS CANNOT BE USED TO PAY LAST MONTHS RENT.** The deposit will be collected before the person moves in. The deposit will be returned if the apartment is in decent condition when the person moves out. This will be at the discretion of the Business Manager and House Managers.

**Lessee:**

- A.) Consult the House Manager and/or Marquette University for all repairs and/or improvements.
- B.) Must pay the agreed rent monthly. Rent for the next month is due at the end of every month. If the lessee owes more than one months rent he will be brought up before an e-board and the eviction processes will be started.
- C.) Rent will be paid to the Business Manager who in turn, will pay Marquette University.
- D.) The Business Manager will approve subletting. The lessee who signs this document will be responsible for all rent even in the case of a sublet.
- E.) Rent may increase at any time to offset a possible eviction or an increase of utilities.
- F.) Renter's Insurance is recommended to guard against any loss or damage to personal property.

**Business Manager:**

The Business Manager and/or ΣΦΔ is not responsible for any loss or damage to personal property, personal injury, or loss of life that may occur in the house.

**Individual Terms:**

**Time of Lease:**

**House Apartment:**

**Rent:**

**Parking:**

**Total:**

**Signatures:**

The lessee agrees to the above individual terms proposed by the Business Manager.

\_\_\_\_\_  
Lessee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business Manager

\_\_\_\_\_  
Date