

ΔΣΦ

**Delta Sigma Phi Fraternity of San Luis Obispo Alumni Corporation Board
Meeting Agenda**

**Fall 2006 Meeting – October 22nd, 2006
10:00am-2:00pm**

I.	Introductions	Peabody	10 min
II.	Approval of Old Minutes	Bare	5 min
III.	Open Positions AA or ACB	Peabody	10 min
	• Alumni Association Publishing		
	• Alumni Association Membership		
IV.	Chapter Advisor's Report	Rank	10 min
V.	Financial Review	Ace	30 min
	• Audit Results		
	• Active Chapter Treasurer's Report		
	• ACB Treasurer's Report		
VI.	State of the Chapter	Dobber	20 min
VII.	State of the Property	Bozo	30 min
	• Active Chapter Housing Report -		
	• ACB VP Housing / Maintenance Report -		
	Bozo		
VIII.	Alumni Association Report	Mumbles	20 Min
	• Financial Status		
	• Membership		
	• Business Plan		
IX.	State of the ACB	Peabody	15 min
X.	Old Business		30 min
XI.	New Business	Ace	30 min
	• Proposed amendment to By-Laws		
	• Proposed amendment to House Rules	Dobber	30 Min
			240 min

Treasurer

Arvand "Basedow" Sabetian 2006

Goals and Objectives

- ❖ To control the commissary account
 - The commissary account has been under control by properly calculating a budget and putting the commissary under this strict budget. Communication and organization played a key role in this accomplishment. As an example, a mandatory meal request form is attached. For the first time, our commissary account is not a financial burden to the due paying members of Delta Sigma Phi Epsilon Rho Chapter.
- ❖ To find a less expensive alternative to Omega Financial
 - The Automated Payment Highway from billhighway.com was chosen as a replacement for Omega Financial. While providing comparable services, billhighway.com provides an introductory rate of only 1.9% fee on all collections. After the 5 year introductory period, billhighway.com will still be about 50% more affordable than Omega Financial.
- ❖ To properly budget different incomes and different expenses (Utilities budgeted separately from dues)
 - By creating separate budgets for officers, utilities, meals, etc. we are now fully aware of which aspects of the house are using up our funds. Using this information, we have properly consolidated our expenditures to the point that we are now saving money without raising dues.
- ❖ Build a \$15,000 to \$20,000 cushion
 - While this goal was labeled as "unobtainable" at the GNOs, the Delta Sigma Phi Epsilon Rho chapter bank account now boasts a healthy balance of **\$11,547.32**. We project a total balance of about \$17,000 to \$20,000 by the end of the year (after collection from ACB and due paying members). This cushion was accomplished without increase in dues or decrease in budgeting. In fact, our officers now have a higher budget than ever. Therefore, while saving money, our members are getting more benefits than ever and our officers are more than encouraged to come up with new events and activities to use their budgets.
- ❖ Implement incentives for new pledges and actives to pay the initiation and pledge dues
 - The latest revisions of rules by the active chapter state some of the incentives to pay bills. At \$500.00 balance, the member is placed on social probation. At \$1000.00, the member is taken to ACB for possible removal of their pin. Aside from the two incentives mentioned above, the high late fees added on to bills constantly encourage the quick payment of dues.

Income

Dues (Projected)	Live Ins Live Outs Senior Actives Pledges Inactives Total Dues
Fines (Budgeted)	Meeting Fines Secretary Housing Alcohol Fines Total Fines
Others	Omega Fi (Actual) - ACB Rush ACB Housing Pledges (Pinning Fee) Greek Community Silent Auction SAFE Carnation Furley ACB Housing Parents Weekend Total Others Total Projected Income Collection Rate Adjusted

Expenses

Budgets	Commissary V.P. E.L. Sgt. At Arms President Rush Treasurer Secretary Social Housing Guest Speakers Fire Engine Fundraisers
Services	Omega Fi Omega Fi Discount Fee Omega Fi Returned Checks National IFC Sports Composite National Pledge Dues National Fees (Pinning & Initiation)
Events	Capone Carnation Rush Week Spring 05 Projects Fall 04 Projects Parents Weekend
Other	Misc Expenses FF&E Utilities Meals House Supplies Greek Week
	Total Expenses
	Budget/Actual vs. Income

February(Budget)	February(Actual)	March(Budget)	March(Actual)	April(Budget)	April(Actual)	May(Budget)	May(Actual)
\$1,215.00		\$1,215.00		\$1,395.00		\$1,305.00	
\$3,600.00		\$3,600.00		\$3,420.00		\$3,600.00	
\$180.00		\$180.00		\$225.00		\$225.00	
\$0.00		\$675.00		\$585.00		\$405.00	
\$90.00		\$90.00		\$90.00		\$45.00	
\$4,995.00	\$0.00	\$5,670.00	\$0.00	\$5,625.00	\$0.00	\$5,535.00	\$0.00
\$218.00		\$299.00		\$131.00		\$109.00	
\$0.00		\$15.00		\$0.00		\$0.00	
\$0.00		\$344.00		\$0.00		\$260.00	
						\$150.00	
\$218.00	\$0.00	\$658.00	\$0.00	\$131.00	\$0.00	\$519.00	\$0.00
	\$13,628.25		\$11,562.53		\$9,288.97		\$10,287.49
\$1,000.00	\$1,000.00						
	\$1,500.00						
	\$900.00						
					\$41.93		\$75.00
					\$6,060.00		
					\$100.00		
					\$4,061.00		
					\$250.00		
							\$2,000.00
							\$4,091.00
\$1,000.00	\$17,028.25	\$0.00	\$11,562.53	\$0.00	\$19,801.90	\$0.00	\$16,453.49
\$6,213.00	\$17,028.25	\$6,328.00	\$11,562.53	\$5,756.00	\$19,801.90	\$6,054.00	\$16,453.49
90.00%	100.00%	90.00%	100.00%	90.00%	100.00%	90.00%	100.00%
\$5,591.70	\$17,028.25	\$5,695.20	\$11,562.53	\$5,180.40	\$19,801.90	\$5,448.60	\$16,453.49
\$400.00		\$600.00		\$600.00		\$600.00	
\$50.00		\$50.00		\$50.00	\$223.61	\$50.00	
\$50.00		\$50.00	\$77.65	\$50.00	\$183.63	\$50.00	
\$50.00	\$56.35	\$50.00	\$37.42	\$50.00		\$50.00	\$98.82
\$0.00		\$0.00		\$0.00		\$0.00	
\$50.00	\$40.00	\$50.00		\$50.00	\$75.00	\$50.00	
\$25.00	\$19.99	\$25.00		\$25.00	\$49.46	\$25.00	
\$40.00		\$40.00		\$40.00	\$13.73	\$40.00	
\$600.00	\$626.95	\$750.00	\$735.89	\$750.00	\$898.76	\$750.00	\$611.08
\$300.00	\$297.30	\$300.00	\$188.12	\$300.00	\$412.29	\$300.00	\$799.86
	\$450.00						
							\$113.66
\$367.00	\$978.98	\$367.00	\$795.52	\$367.00	\$654.67	\$367.00	\$667.15
	\$137.42		\$51.27		\$36.65		\$48.45
	\$146.59				\$238.50		\$303.07
\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,315.00	\$2,320.00	\$3,510.00
\$76.00	\$186.00	\$76.00		\$76.00		\$77.33	
\$106.67	\$225.00	\$106.67	\$604.66	\$106.67	\$445.01	\$106.67	
\$166.67		\$166.67		\$166.67		\$166.67	
\$0.00	\$1,328.24	\$250.00		\$216.67		\$150.00	\$450.00
\$0.00	\$4,275.00	\$0.00		\$0.00	\$225.00	\$0.00	\$1,160.00
\$166.67	\$1,372.00	\$166.67	\$250.00	\$166.67	\$304.59	\$166.67	
\$166.67	\$200.00	\$166.67		\$166.67	\$5,107.46	\$166.67	
\$1,000.00	\$1,000.00						
\$0.00					\$1,231.72		\$183.75
	\$624.61				\$545.94		
\$200.00	\$95.04	\$200.00		\$200.00	\$15.00	\$200.00	\$2,287.47
	\$450.00						50.19
	\$1,655.36		\$2,211.79		\$2,250.58		\$1,768.98
\$0.00	\$2,045.00	\$0.00	\$2,160.00	\$0.00	\$2,180.00	\$0.00	\$4,010.00
							451.4
							\$221.41
\$6,094.67	\$18,489.83	\$5,694.67	\$9,392.32	\$5,661.33	\$17,406.60	\$5,636.00	\$16,735.29
(\$502.97)	(\$1,461.58)	\$0.53	\$2,170.21	(\$480.93)	\$2,395.30	(\$187.40)	(\$281.80)

Delta Sigma Phi Treasurer: Mandatory Meal Request Form

This form is to be filled out for every mandatory meal planned for the brotherhood. A mandatory meal is labeled as a meal that is paid for by all actives of the brotherhood. Each brother will be charged \$5 and the budget for that meal will be the number of actives at the first of the month times 5. Please have this filled out at least a week prior and turn it into the commissary.

To Be Filled Out By The Requester	
Today's Date:	
Requester (You):	
Date of Event:	
Time of Event:	
Comments (What to Cook, etc.):	

To Be Filled Out By The Commissary	
Approver (Current Commissary):	
Comments (What is being cooked, time adjustments, etc.):	
Do not sign if you have a problem with the date of event or time of event. Only sign if the meal has been planned. You will receive this form after it has been signed by the treasurer. The treasurer's signature means that the transfer of your budget for the meal has been initiated at the bank level.	

To Be Filled Out By The Treasurer	
Approver (Current Treasurer):	
Amount Approved for Meal:	
Sign after transferring the amount required to the commissary account.	

Delta Sigma Phi – Homecoming ACB Meeting
President's Report

Active Members: 57
Pledges: 32
Live-ins: 28

In the past year our chapter has transitioned from a house near collapse, struggling to find its identity, into one of the strongest and most well-represented fraternities at Cal Poly. With over thirty members initiated last year and an incoming pledge class of thirty-two, our chapter is prepared to take on the new challenges that come along with such quick growth. The majority of this recent success can be attributed to the many leaders within our house who have taken it upon themselves to help our house expand its reach both within the Greek Community and Cal Poly as a whole.

To ensure that none of the knowledge that had been passed down through the exec board positions was lost during our expansion, the current exec board voted to require written job descriptions for each member to provide a set of minimum standards to be met in order to maintain their position. This new document not only provides accountability for each exec position, but provides guidelines for the responsibilities of each position to help the transition between new exec members.

But as important as internal stability is to our chapter we have also placed a great deal of focus on expanding our reach throughout the Cal Poly campus over the last year. With members of our chapter involved in all areas of campus clubs and groups including the IFC exec board, ASI Board of Directors, and Poly Reps campus representatives, we have a hand in almost anything that occurs on campus. We also have had multiple members head up new projects such as volunteering in the Run to Remember and holding a position in the SAFER Project committee.

Another high point for our chapter over the last year has been fundraising. Following a very successful Carnation Silent Auction through the help of both active and alumni participation we have a few new fundraisers all in their developing stages including a program started by Ryan Eads "Rambo" selling key chains featuring Jake on them to sororities to help cover the any new costs associated with owning Jake. This is such an important fact because in the last four years I have been a member of the house I hadn't seen a single successful fundraiser and now we have two new, annual fundraisers which can be used to help supplement the active chapter's budget.

And finally less than two years after our chapter's time on probation our social calendar is healthier than ever, with every Cal Poly sorority demanding to hold events with us. This has come from the efforts of every brother working to rebuild our image not only as the most professional fraternity on campus, but the most respected as well.

But even with all the accomplishments we have made our chapter knows that we are on the brink of something truly special, and know that we need to continue our upward trend if we hope to reach our ultimate goal of not being only a top chapter locally but by winning the Pyramid of Excellence and proving that we are the top chapter nationally.

Housing Report

A. Rent/Leases

See standard Lease Form
 See Reference Books used.
 See spreadsheet for rents/deposits received

B. Room inspections

ACB Inspections: First of the month with rent collection
 Active inspections: adequate, could upgrade requirements, especially in bathrooms

C. Property Management for 2006-2007 school year

Interview for Property Management company, now that rooms are renovated?

D. 2007 Exterior Remodel

Landscaping, California Blvd Elevation
 Need to submit to City of Administrative review
 Payments: Renovation account?

E. Upcoming Housing Projects

Renovation 2007 and beyond:
 Phase II Kitchen remodel
 Backyard landscape renovation and SportsCourt
 Tube room expansion

Pledge Projects:

Fall 2006: back patio
 Fall 2007: *property line fence?*

G. Donation Account at \$9900

No fundraiser this summer
 Next? SportsCourt contribution? (\$6K actives, \$6K alumni, \$6K ACB, \$6K F'75)

H. Housing Annual Budget:

Active: \$1,500 annual FF+E budget
 ACB: \$15,000 annual budget

MOTIONS:

1. Security deposits to be kept with Housing accounts, separate from \$15,000 yearly budget.

I. New House \$M Fund: status and estimated year? \$75,000 annual income

Rental income: \$8000/month x 9 months = \$72,000
 Summer Rent: 6 rooms x \$500/room (net)= \$3,000
 \$50K/year x 20 years = \$1M leaves \$33K operating budget + (rent incr)

PARKING AGREEMENT

THIS AGREEMENT is made and entered into this 1st day of OCTOBER, 2006, by and between **Richard J. Rengel** (hereinafter referred to as "Landlord") and the Delta Sigma Phi, Epsilon Rho Active Chapter and the Delta Sigma Phi Alumni Control Board (hereinafter referred to as "Tenant").

Landlord hereby leases to Tenant and Tenant hereby leases from Landlord, on the terms and conditions hereafter set forth, a portion of that certain real property, building, and right of reasonable ingress and egress thereto. Property is located in the City of San Luis Obispo, State of California, commonly known as the southerly ½ of the vacant property at 241 Hathway Street.

TERM: The term of this lease shall be nine (9) months, commencing on SEPT 15, 2006, and ending on or about JUNE 15, 2007.

RENT: Tenants shall pay to Landlord for the premises, the sum of **Twenty Five Dollars (\$25.00)** per month, in advance on the first day of each month during the term hereof. Rent shall be payable without notice or demand and without any deduction, off-set, or abatement in lawful money of the United States to the Landlord at 333 El Camino Real, Tustin, California 92780.

Upon commencement, a security deposit of \$500.00 shall be kept on deposit and due with the first month's rent.

1. Premises shall be used only for the parking of tenant's vehicles. All vehicles shall be in operating condition and no portion of the property shall be used for the storage of nonoperational vehicles.
2. At all times, leased premises must be used and maintained in a safe and reasonable manner. Tenant is prohibited from using the leased premises for any storage or hazardous activities, including but not limited to the storage or use of any flammable, toxic, hazardous or otherwise unsafe materials and painting, welding, doping or similar activities. Rags and similar such items shall be stored in conformity with regulations of governing fire codes and all other health and safety laws. Vehicle repairs shall be permitted on the leased premises so long as the vehicle repair work is minor and done in a safe and workmanlike manner in compliance with all federal and state laws.
3. Security: Tenant shall be solely responsible for the maintenance of security on the leased premises and the protection of the premises and all items located thereon or therein from theft, vandalism and damage.
4. Improvements or alterations: Except as otherwise specifically set forth in this Agreement, Tenant shall make no improvements or alterations to the leased premises without the prior written consent of Landlord. Improvements and alterations requiring the consent of the City of San Luis Obispo shall be obtained by tenant prior to construction of any improvements or alterations.
5. Tenant shall not assign, sublet, or encumber the leased premises without the prior written consent of landlord. Any assignment, encumbrance, or sublease not in compliance with this Agreement shall be void and constitute a default and breach of this agreement. Tenant may not assign or sublet the property and the parking shall be for the use of Delta Sigma Phi members in good standing.
6. Insurance. Delta Sigma Phi shall maintain a policy or policies of public liability insurance, covering loss to property and injury to persons in amount not less than \$1,000,000. The policy shall cover injuries resulting from acts or actions on the leased premises. Delta Sigma Phi shall pay that portion of the premium for such a policy attributable to coverage of the common area facilities, and increases which may result in increased fees. Landlord shall be named as an Additional Insured.

7. **Maintenance.** Tenant shall be responsible for maintaining the leased premises in a neat and clean condition, free of debris. In the event tenant fails to maintain the exterior of the leased premises in the condition required, then, following a ten day prior notice of intent, landlord shall have the right to restore the leased premises to the condition required and to charge tenant a reasonable charge for the work completed. Consistent failure to maintain the premises in a clean and orderly condition will result in the cancellation of this Agreement.
8. **Waste and quiet conduct.** Tenant shall not commit any waste upon the leased premises, nor any nuisance or any act or thing which may disturb the quiet enjoyment of any other tenant located on the property or adjacent neighbors.
9. **Insurance Hazards.** No use shall be made or permitted to be made of the leased premises, nor acts done which will increase the existing rate of insurance upon the property of which the leased premises is a part, or cause a cancellation of any such insurance policy.
10. **Utilities.** No utilities are available, nor shall they be provided.
11. **Non-liability by Landlord or Master lessor.** Landlord shall not be liable at any time for any loss, damage, or injury to the property or person of tenant or another occasioned by or arising out of any act or omission of the tenant, or of mother nature, or of any person holding under the tenant, or any guest of the tenant. Notwithstanding anything to the contrary in this Agreement, and irrespective of any insurance carried by tenant for the benefit of either tenant or landlord, tenant agrees to protect, indemnify and hold landlord, the master lessor, and the leased premises harmless from any and all damages or liabilities of whatsoever nature arising out of the actions of tenant, or in connection with the operation carried on by tenant for the use or occupancy of the leased premises.
12. **Entry by Owner.** Tenant shall permit the Landlord and its agents to enter into and upon the premises at all reasonable times for the purpose of inspection the same, or for the purpose of posting necessary legal notices.
13. **Default and remedies.** In the event of a default by tenant of any nature whatsoever, landlord may exercise all remedies available to it by law, including the termination of this lease, the collection of all rents past due, and the removal of all aircraft and other personal property belonging to the tenant and remaining on the leased premises.
14. **Attorneys' fees.** In the event of a dispute in connection with this Agreement, the prevailing party in any action involving such dispute shall be entitled to recover his costs of suit, including reasonable attorneys' fees.
15. Any failure by the Tenant to pay rent or other charges promptly when due, or to comply with any other term or condition hereof, shall, at the option of the Landlord and after lawful notice, forthwith terminate the tenancy.
16. Except as to any condition which makes the premises *untenantable*, Tenants hereby waive all right to make repairs at the expense of the Landlord, except as provided in Section 1941 and 1942 of the Civil Code of the State of California.

OPTION TO EXTEND TERM: Provided Tenant is not in default of the Agreement, Tenant shall have the option for an additional period of 3 months. Option must be exercised by written notice to the Landlord no later than thirty (30) days prior to the expiration of the current term. Option may be cancelled by Landlord upon written notice to the Tenant of the sale or commencement of escrow for sale of the premises. If Tenant exercises Option, all terms mentioned herein shall be retained, except monthly rent may increase as of the commencement of the Option term.

Term is for nine (9) months. Vacating the property prior to the agreed end of term, tenant shall forfeit the security deposit and shall pay for an additional month of rent.

Each provision of this Agreement performable by Tenants shall be deemed both a covenant and a condition. The terms, conditions, and covenants of this Agreement shall be binding upon and shall inure to the benefit of each of the parties hereto. The prevailing party in an action brought for the recovery of rent or other monies due or to become due under this lease or by reason of a breach

of any covenant herein contained or for the recovery of the possession of said premises, or to compel the performance of anything agreed to be done herein, or to recover for damages to said property, or to enjoin any act contrary to the provisions hereof, shall be awarded all of the costs in connection therewith, including, but not by way of limitation, reasonable attorney's fees.

IN WITNESS WHEREOF the parties hereto have executed this Agreement in duplicate the day and year first above written:

Landlord:

Tenants:



Richard J. Rengel
333 El Camino Real
Tustin, CA 92780
805-331-7877

October 22, 2006

J Monfort
ACB President
244 California Blvd., San Luis Obispo

date

Active Chapter President
244 California Blvd., San Luis Obispo

date

EXHIBIT F

Housing Updates

- Live ins: 26
- Currently no major issues
- New Washers and dryers
- New lighting fixtures being installed in necessary rooms
- Additional income being raised from vending machine and effective recycling program.
- Back lot fully operational and running well.

Looking forward

- This upcoming pledge project is to be the renovation of the fire pit area.
- Currently working to build funds to re-slurry the drive way and re-pour the concrete apron on the driveway.

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EP

House Rules

Fall 2006

ACB Approved PENDING

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Preamble:

No section of the following rules shall be amended without a two-thirds vote of those present at a regular chapter meeting, and passed by a four-fifths favorable vote of the Alumni Control Board.

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Additional rules may be added at the regular chapter meeting by a simple majority vote, providing a quorum is present.

If the chapter, after due consideration, feels the necessity for amendment after an unfavorable vote of the Alumni Control Board, the chapter may proceed under Article IX of the National Constitution of the Delta Sigma Phi International Fraternity.

IN PROGRESS

1. General Rules

1.1 Alcohol

The DELTA SIGMA PHI Epsilon Rho Chapter Alcohol Policy will be enforced. In short, this policy states:

- A. Alcohol will not be permitted on chapter house property unless previously approved following a formal request to chapter ACB.
- B. Alcohol will not be permitted in the chapter room or dining room, regardless of its approval, without permission of the Sergeant at Arms or President.
- C. Brothers will be held responsible for their guest's violations.

This policy in its entirety is available from the Sergeant at Arms or the President.

PENALTY: First offense: \$25.00 fine and B.A.
Second offense: \$25.00 fine B.A. and possible social probation

Deleted: <#>All personal consumption of alcohol shall be confined to the barbeque area of the Actives' Room. No organized social function shall be allowed in this area with the exception of crew practice.¶
¶
<#>Alcohol may only be stored on house property by the Commissary Steward for cooking purposes.¶
¶
<#>Beer in bottles will not be allowed at house parties. Wine coolers should be put into cups, and the bottles should be thrown away.¶

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1.2 Drugs

- A. All illegal drug use is strictly prohibited.
- B. The sale of all illegal drugs, including marijuana, is prohibited.

PENALTY: Possible eviction and expulsion upon the discretion of the Executive Board.

1.3 Quiet Hours

During quiet hours, there shall be no shouting or boisterous play, no music which can be heard from individual rooms, and no loud noises from any other source. Quiet hours shall be Sunday-Thursday 10:00pm to 8:00am and 24 hours a day beginning two days prior to finals week, until finals are completed.

PENALTY: Detail

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Deleted: of illegal drugs
Deleted: on house property.
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Deleted: PENALTY: \$20.00 fine and possible social probation
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Deleted: There will be no drinking in the BBQ area from 11:00pm to 8:00am.

2. Housing Rules

2.1 Housing Damages

All housing damages caused by rowdiness, drunken riots, or plain stupidity must be repaired to the satisfaction of the Housing Manager within 48 hours. Exceptions may be approved by the Housing Manager. Fights with water of any kind are prohibited.

PENALTY: \$20.00 fine for water fights. Cost of repairs for damages

2.2 House Upkeep

- 2.2.1 The house will be kept in a clean and neat condition by live-outs, live-ins, and pledges alike.
- 2.2.2 No one will litter the fraternity property.
- 2.2.3 No one will leave trash or unwashed dishes in the Kitchen, Dining Room, Living Room, Entryway, Tube Room, or Actives' Room.
- 2.2.4 Bedrooms, living rooms, and bathrooms must be cleaned weekly. These rooms are subject to periodic inspection by the Sergeant at Arms.
- 2.2.5 Weekly details will be completed as assigned by and to the satisfaction of the Housing Manager.
- 2.2.6 There shall be no smoking inside the house, in any of the suites, or the Actives' Room.
- 2.2.7 There shall be no chewing of tobacco on any carpeted area of the house.

PENALTY: Meeting Penalty and/or detail unless abused as determined by the Sergeant at Arms

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2.3 Fire Equipment

The tampering of any house fire safety equipment shall not be permitted, including smoke alarms.

PENALTY: Meeting Penalty and \$10.00 fine plus cost of repair or refill of equipment

2.4 House Furniture

- 2.4.1 No member or pledge of this fraternity may sit in the President's Chair except the president or past approved.

- 2.4.2 No person will lean back, on two legs, in any house chair.
- 2.4.3 No person will go into a locked cabinet or remove any paddle or plaque off any wall without the Housing Manager or Sergeant at Arms. The defacing of paddles by any person will not be tolerated.

2.5 Room Assignments

- 2.5.1 Room assignments will be determined by number of quarters lived in, followed by pin (excluding O.P.), exec pin, and summer quarters lived in. With the exception immediate prior resident.
- 2.5.2 First priority for the President's Room (Back-Left Deadwood) will go to the current President.
- 2.5.3 No brother shall be permitted to live in the house for more than 12 quarters, excluding summers. (upon approval by current exec board)

PENALTY: B.A.

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2.6 Parking

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- 2.6.1 No person shall park any vehicle on any lawn, along the fence line, in the fire lane, or behind the fire engine.
- 2.6.2 No person shall park in somebody else's assigned parking space unless given permission by the Housing Manager, Sergeant at Arms, President, or the brother to whom the parking space belongs.
- 2.6.3 The fire lane will be designated as a loading zone, with a maximum time limit of fifteen minutes.
- 2.6.4 Brothers will be responsible for their guest's violations.

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PENALTY: First offense: \$7.00
 Second offense: \$7.00 and possible tow away

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3. Dinner and Eating

3.1 Food

- 3.1.1 No food will be consumed in the Entryway or Living Room. Exceptions include socially provided food that has been approved by the Sergeant at Arms.

3.1.2 No commissary goods or kitchen facilities shall be consumed or used without the permission of the Commissary Steward. Designated leftovers are not to be eaten by any person who does not regularly eat house meals.

3.1.3 Eating in the Tube Room is only allowed with a plate or napkin. All plates and utensils must be washed after use, and all evidence of having eaten there must be removed. The Sergeant at Arms reserves the right to rescind said eating privileges for an indefinite period or time if the rule is ignored.

PENALTY: Meeting Penalty for no plate or napkin
B.A. for leaving a mess
\$10.00 fine for stealing food

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3.2 Dinners

3.2.1 All live-ins must eat house meals and be on the house meal plan. Live-outs should eat in the house at least once a week. Exceptions must be approved by the executive board.

3.2.2 Any live-out, pledge, or guest who wishes to eat in must sign up on the posted dinner list 24 hours in advance.

3.2.3 Dinner will be conducted on an orderly fashion, with the proper respect given to the serving crew and diners. No one will eat dessert, leave the table, or read without permission from the presiding officer.

3.2.4 Proper clothing should be worn to all dinners by serving crew and diners. Judgment of proper clothing shall be under the discretion of the presiding officer and the Sergeant at Arms. Letters must be worn on Sundays except in the case of a formal dinner.

3.2.5 Formal dinners will be announced at least one hour prior to dinner time. Proper attire for a formal dinner will consist of a collared shirt, nice pants, and shoes. All undergraduates and pledges must wear their respective pins during dinner, unless they wear a collared shirt which has the Delta Sigma Phi letters on it.

3.2.6 If three charges are pressed on an active member during any single dinner a penalty will result.

3.2.7 A "Black Thursday" is a dinner approved by the presiding officer with relaxed rules. No one may interfere with serving crew, nor

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leave the dining area before the presiding officer excuses dinner. Food may not be wasted and proper respect must be shown to property and commissary goods.

PENALTY: Detail or B.A. if abused, or three charges are pressed on an active during a meal.

3.3 Serving Crew

3.3.1 Serving crew must be in the dining area one hour prior to dinner time. They must not leave until the kitchen is cleaned according to the standards set down by the Commissary Seward.

3.3.2 No one will interfere with the preparation, serving, or cleaning up of a meal with the exception of an officer on inspection or business. No unauthorized person will be allowed in the kitchen or dining room one hour prior to dinner.

3.3.3 Dinner will be served in the following order:

1. Guests
2. Head table
3. Pin number

The same serving order will apply to self-serve meals.

PENALTY: Detail or B.A. if abused
\$10.00 fine and B.A. for missing serving crew

4. Meetings

4.1 All brothers and pledges must attend weekly meetings. Brothers unable to attend must leave a note in the secretary's box at least one hour prior to the meeting.

4.2 During meetings, no one may sleep, eat, read, play cards, or watch television.

PENALTY: Meeting Penalty or \$10.00 fine if abused.

5. House Bills

5.1 Payment Policy

5.1.1 If a member's house bill exceeds \$500 the member will be placed on social probation and will receive a Meeting Penalty until full payment has been received. (To be approved by actives)

Deleted: <#>All "lates" from the previous meal will be reserved for the designated brother until noon the following day.¶

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Charges may be

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Deleted: brother during dinner for the following: swearing, sitting down before dinner begins, standing up without permission, eating dessert without permission, not knowing house song, reading, and entering the dining room once dinner has begun without permission. Permission may only be granted by the brother leading dinner.¶

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Deleted: <#>Letters or formal attire (shirt and tie) must be worn at all meetings. In the case of letters they must be worn around the neck and must be visible at all times in order to maintain a uniformed appearance of the brotherhood.¶

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Deleted: <#>House bills will be posted on the first of every month and due by the tenth of that month. If a brother is delinquent in paying his bill, he must submit a letter to the Executive Board stating the reason he cannot pay and a plan to bring his balance to zero in thirty days. The letter must be approved by a majority vote of the Executive Board at their next meeting. The decision of the Executive Board can be overturned by a majority vote from the brothers present at any actives' meeting. If the brother fails to do this, the following actions will be taken:¶

¶
<#>He will be placed upon immediate social probation.¶

<#>He will be taken off the house meal plan.¶

<#>His name will be reported to the Alumni.¶

<#>His name and amount outstanding will be read at the next actives' meeting.¶

<#>A letter will be sent to his parents stating the problem.¶

[... [1]

5.1.2 If a member's house bill exceeds \$1000 for a period of 30 days he will be placed on inactive status and will be referred to the Exec Board and ACB for expulsion. (To be approved by actives)

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5.2 Any brother or pledge who has any problems with his house bill must inform the Treasurer by written notice no later than the fifth of the month.

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5.3 There will be no "bad" checks given as payment to Delta Sigma Phi.

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PENALTY: Late house bills as stated above
\$20.00 fine for bounced checks and \$20.00 fine for every house check that bounces as a result of that deficit

Deleted: <#>Upon the twentieth of each month any outstanding balance will be prorated among the brothers in good standing and added to their house bill the following month. When the balance is paid, the brothers in good standing will be refunded.

6. Miscellaneous

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6.1 Fire Arms / Fireworks

6.1.1 Any fire arms within the house must be kept unloaded at all times and locked up if possible. Ammunition must be stored in a separate area.

6.1.2 Illegal fireworks should not be used on house property.

PENALTY: \$5.00 fine and/or repair of damages

6.2 Test Files

Anyone borrowing house test files must notify the scholarship chairman. Test files are only available to brothers and pledges.

PENALTY: \$10.00 fine

7. Special Status

7.1 Senior Undergraduate

A brother wishing to receive Senior Undergraduate status must meet the following criteria:

1. He must have been active (paying dues) for at least nine quarters.

2. He must have lived in the house for at least 3 quarters (not including summers).
3. He must have a 75% attendance record for all required house functions.
4. He must have held an executive office or at least two years of an appointed office.
5. He must have never been placed on premature alumni status.

Having fulfilled these requirements, the brother must petition the Executive Board in person at one of its regular meetings. If accepted, the brother would have the following benefits:

1. He will pay half dues.
2. If a live-in, he will not be required to do serving crew.
3. He will not be required to attend weekly meetings.

A Senior Undergraduate would retain the rights of all brothers, except that of having a little brother. Senior Undergraduate status will be rewarded for a maximum of two quarters prior to graduation.

7.2 Social Probation

7.2.1 Any brother may be placed on social probation for the following reasons:

1. He has not paid his house bill as described in section 5.1.1.
2. He has violated the alcohol policy a second time.
3. He purposely abuses house rules and ignores previous stipulations.

7.2.2 Social probation must be approved by a majority vote of the Executive Board. If after due consideration, the brother feels the Executive Board has decided unfairly, he may bring the matter up before the undergraduate chapter at a regularly scheduled meeting. A two-thirds vote by the brothers present can override the executive decision.

7.2.3 A brother placed upon social probation must comply with the following stipulations:

1. He will not be allowed to attend any house social functions, rush events, or pledge parties.
2. He may not attend Homecoming, Al Capone, or Carnation Ball.
3. He may not use house credit of any type with the exception of meals and rent.

- 7.2.4 A brother placed on social probation will be expected to attend all regular and required meetings and events. He will also retain the full voting rights of any other brother.

PENALTY: \$10.00 fine for attending social functions

7.3 Premature Alumni

- 7.3.1 In order to be placed on Premature Alumni status a brother must take the following steps:

1. He must submit a letter to the Executive Board requesting he be placed on Premature Alumni status.
2. The brother must have a zero balance on his house bill or approval of two-thirds vote at any undergraduate meeting.

- 7.3.2 A brother who has obtained Premature Alumni status must comply with the following stipulations:

1. He may not vote at any undergraduate meetings.
2. He may not play sports for the house or participate in Greek Week.
3. He may not attend any house social functions, rush events, or pledge parties.
4. The brother may not use the hot tub, house study files, or borrow any house tools.

- 7.3.3 Once on Premature Alumni status the brother cannot be reinstated as a regular undergraduate until after beginning the following quarter.

PENALTY: After three warnings for violations of the stipulations, the Sergeant at Arms must report to the Alumni Corporation Board and they will petition national to have the offending brother's pin pulled.

8. Member Behavior

8.1 Risk Management

The Delta Sigma Phi Fraternity Risk Management Policy, as adopted by the Grand Council August 13, 1988, and any amendments, must be adhered to by all undergraduate members and pledges.

8.2 Personal Conduct

No member or pledge of this fraternity shall endanger the reputation, property, or assets of the local chapter, the National Fraternity, Cal Poly's Greek system, or the university itself through any deliberate action.

PENALTY: Violators of these policies may be subject to fines, social probation, or expulsion proceedings at the discretion of the Executive Board.

8.3 No brother may feed the House Dog beer or play the chase game.

PENALTY: Meeting Penalty

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8.4 Transfers who are not initiated at Epsilon Rho must see one class go through before becoming a big bro.

8.5 There shall be no unexcused absences from pledge events including DFs, PCs, S night, D Day, and circle jerks if notified. Excusable only by the Pledge Educator, Sergeant at Arms, and the President.

PENALTY: \$10.00 fine

9. Actives' Room

9.1 Actives' Room door is to remain shut and locked, unless in BBQ pit area, at all times.

PENALTY: Meeting Penalty

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9.2 No damage will be done to the Actives' Room or the bar within.

PENALTY: See 2.1 House Damages

9.3 No one may be allowed inside except Delta Sigma Phi actives and alumni. Enforced 365 days a year.

PENALTY: Meeting Penalty

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9.4 No items are to be removed from the Actives' Room.

PENALTY: Meeting Penalty

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9.5 No chewing of tobacco without a spittoon.

PENALTY: Meeting Penalty

Deleted: Swat

Revised by
Jim White "Potsie" 1/94

Deleted: Duncan McIntyre "Dobber"
and Greg Porter "Oscar" 2/06

House bills will be posted on the first of every month and due by the tenth of that month. If a brother is delinquent in paying his bill, he must submit a letter to the Executive Board stating the reason he cannot pay and a plan to bring his balance to zero in thirty days. The letter must be approved by a majority vote of the Executive Board at their next meeting. The decision of the Executive Board can be overturned by a majority vote from the brothers present at any actives' meeting. If the brother fails to do this, the following actions will be taken:

He will be placed upon immediate social probation.
He will be taken off the house meal plan.
His name will be reported to the Alumni.
His name and amount outstanding will be read at the next actives' meeting.
A letter will be sent to his parents stating the problem.

5.1.2 If an outstanding bill is still unpaid by the thirteenth, without and Executive Board approved plan that returns his balance to zero in ten days, the following actions will be taken:

1. If the brother is a live-in he will be served with an eviction notice.
A letter will be sent to the Alumni.
His name and amount outstanding will be read at the next actives' meeting.

If the ACB President receives written confirmation, from the Chapter President, that the brother's bill is still outstanding after forty days from the posting date, the ACB will petition national to revoke the brother's pin.

Brothers with outstanding house bills of \$100 or more by the end of Spring Quarter are required to prepay a full quarter's rent at the beginning of each quarter the following year if they live in.