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ALPHA SIGMA PHI

alphasig.org

SAMPLE CALL AGENDA

Today's Date

Time

Next Call Date

Time

Members In Attendance

President

VP of Retention

VP of Communications

VP of Finance

VP of Ritual & Traditions

VP of Standards

VP of Growth

VP of Service & Philanthropy

VP of Alumni & Family Relations

VP of Membership Enrichment

1. Discuss/review prior week's goals; what was accomplished?

Goal Number One:

Goal Number Two:

2. How many men have you given a bid to?

3. How many men have accepted bids?

4. How many names are on the chapter's names list?

5. Please provide me with recruitment update; what has the chapter done since we last spoke?

6. Are there outcomes from a chapter meeting, prudential meeting, or standards board meeting I can assist with?

7. Talking Point/to-do #1:

8. Talking Point/to-do #2:

9. Do you have any questions about paperwork or chapter finances? (Should be prepared to review any outstanding paperwork with those on call at this time.)

10. What's been your interaction with the Fraternity Staff? University Staff?

11. Any other issues we need to discuss? What can I assist with?

12. What do you plan to accomplish between now and our next call?

Goal Number One:

Goal Number Two:

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