Phi Mu Alpha
Sinfonia

Guide to
Alumni Secretary’s
Duties

2004 Edition
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INTRODUCTION

A common phrase heard among brothers in Phi Mu Alpha Sinfonia is "Once a Sinfonian, always a Sinfonian." It is the spirit of this phrase that has fostered loyal alumni Sinfonians for more than one hundred years. The alumni Sinfonian looks to the lessons introduced in his college days for inspiration and strength throughout his daily life. Yet, while probationary and collegiate memberships are the core experiences for a lifetime journey in Sinfonia, the participation of the alumni member is not passive or secondary. He assumes the vital role of supporting the Fraternity's continued efforts to build musical students into men of high ideals and of ensuring that the Sinfonia experience is available for generations of students to come. Sinfonia's sixth Supreme President, Percy Jewett Burrell, wrote in 1910, "As students we were in the 'getting' business; as alumni we should be in the 'giving' business." Alumni membership in Phi Mu Alpha Sinfonia provides the possibility to give back to the Fraternity and its collegiate membership all of the benefits of the life-changing lessons learned through probationary and active membership. All Sinfonians are called upon to achieve the fullest potential of this possibility by making the most of their post-collegiate participation.

Alumni are a reflection of our past, a representation of our present, and a link to our future. This vision of a Fraternity that fosters ongoing relationships through an environment that invites, supports, and presupposes post-collegiate involvement and interaction on local, regional, and national levels is critical to the future of our Order. Every chapter has alumni, and every collegiate member will become an alumnus of Phi Mu Alpha Sinfonia. While the probationary and collegiate membership experiences provide the foundation for a lifetime journey in Sinfonia, the alumni experience can be the most substantial. Continued involvement in Sinfonia after graduation is an expectation and obligation of membership.

The alumni secretary has one of the most important jobs in the chapter – to maintain this relationship and connection to the over 90,000 alumni Sinfonians across the country. The alumni secretary is the first link in Sinfonia’s alumni infrastructure. It is how this link is developed that will determine the Fraternity’s ability to truly create a lifetime experience for its members.

Duties of the alumni secretary

The General Regulations for Collegiate Chapters describe the duties of the alumni secretary as follows:

The alumni secretary shall compile and maintain an accurate list of names and addresses of all former members of the chapter and of other alumni Sinfonians in the vicinity. He shall notify the National Headquarters of any changes in the addresses, as well as any chapters or associations in other localities of his own chapter’s alumni moving into their geographic areas. He shall be responsible for the creation and distribution of an alumni newsletter annually. He shall assist in the coordination of the chapter’s alumni functions, and shall regularly inform and invite local and chapter alumni to chapter events. He shall act as a liaison between the chapter and any associations in his locality. He shall perform such other local duties as his collegiate chapter may designate but shall hold no other chapter office.

In addition the alumni secretary is primarily responsible for the chapter’s overall alumni relations program. The Fraternity’s expectations for this program are embodied in the Citation for Alumni Relations. A chapter with a strong alumni relations program should have no problem answering the following questions positively:

- Does your chapter have a current and comprehensive list of its alumni?
- Does your chapter have a current list of alumni in the area regardless of the initiating chapter?
- Did your chapter produce a newsletter or similar publication for alumni during this academic year?
➢ Did your chapter have any written communication with alumni other than a newsletter during this academic year?
➢ Did your chapter provide opportunities for alumni to participate in the activities of your chapter during this academic year?
➢ Did your chapter sponsor an event specifically for alumni during this academic year?
➢ Were area alumni, regardless of initiating chapter, invited to chapter functions (initiations, concerts, etc.) during this academic year?
➢ Were alumni address changes reported regularly to the national headquarters?
➢ Has your chapter played a role in developing an area alumni association or enlarging an existing association during this academic year?
➢ Did any members of your chapter graduate within this academic year? If so, did your chapter present the Ceremony for Graduating Brothers?

The alumni secretary has a huge job before him and should enlist the help of the chapter to handle all of these responsibilities. It is the only office that may not be combined with another office. Many chapters create an Alumni Relations Committee to ensure that the effort to build and maintain relationships with alumni is successful.

The Alumni Perspective

What do alumni want? That depends on the alumnus. The successful chapter alumni relations programs are the ones that recognize this and work to create a variety of opportunities for their alumni to remain connected to the organization. Generally speaking, the reason an alumnus wants to remain involved after his graduation is usually one or more of the following:

➢ A desire to continue friendships in school.
➢ An interest in the status of the chapter and a desire to see and visit Fraternity friends on special occasions.
➢ An interest in the institution.
➢ A willingness to actively serve the Fraternity.

A successful alumni relations program keeps these things in mind as it develops its communications, events, and programs for its alumni.

GETTING STARTED

The first step towards creating a vibrant alumni program for the chapter is to get an idea of whom and where the alumni are. If the chapter is 20 years old, it is likely that there are 200 or more brothers who were initiated into the chapter. In addition, depending where the chapter is located, there may be at least another 100 brothers who live within an hour of the chapter who were initiated somewhere else. Gathering and maintaining the contact information for these Sinfonians and future chapter and local alumni will be necessary as the chapter develops its alumni relations program.

Using MyDesktop

MyDesktop is the set of tools that the Fraternity has provided its members to handle a variety of tasks. It can be accessed through the National Fraternity website (http://www.sinfonia.org). In order to activate a MyDesktop account and access the tools, brothers must register on the site. Registration requires only a brother’s member number and birthdate. If the member number is unknown, it is also possible to look up
Keep the information using the member’s name and school of initiation. Once registered and logged in, brothers can change their password, update their profile (including personal contact information), manage listserv subscriptions, and locate member instant messenger screen names. Chapters can register probationary member classes, file initiation reports, obtain chapter member lists and report changes in their officers. Every chapter officer has the ability to access these tools and should become familiar with them. The tool that is of the most interest to an alumni secretary is the ability to get chapter member lists. These lists include both current collegiate members and alumni of the chapter. It also allows the alumni secretary to update the contact information of the chapter’s alumni. In addition to the alumni secretary using MyDesktop to gather and update information, he should inform alumni of the tool as well. By encouraging alumni to use MyDesktop to keep their information up to date, chapters will be able to maintain better contact with them.

Keeping Contact Information Current

The contact list is only useful if it stays current. There are several different ways a chapter can obtain current contact information for their alumni.

University Alumni Affairs office

One of the first things an alumni secretary should do is visit the college or university Alumni Affairs office, which may supply the chapter with updated information on the chapter’s alumni. In return, they will usually ask that the chapter keep them posted on updates received from alumni. Many alumni affairs offices will also allow the chapter to use their resources to accomplish alumni-related duties (e.g. long distance calling, postage and mailing, publication resources, etc.) In some cases alumni affairs offices have even provided chapters with funding for alumni reunions/gatherings.

Listing lost alumni in the chapter newsletter

Listing lost alumni in the alumni newsletter is a great way to find alumni for which the chapter is missing contact information. Sometimes, alumni on the mailing list will know where these lost alumni are and can provide the chapter with contact information.

Online directory resources for address research

There are many online services that the chapter can use to get updated contact information on its alumni. There are both free services and services that require a subscription fee. Some of the more commonly used free sites include www.switchboard.com and www.whitepages.com and can be very helpful to a chapter trying to find addresses. If the chapter has lost alumni, it may be a good idea to try and find them online before sending out a newsletter or other alumni communication.

Maintaining a local database

The National Fraternity encourages chapters to utilize MyDesktop to get the most current contact information for their alumni. They also ask that chapters keep this contact information current using the Chapter Membership List tool available to them. If the chapter comes across local alumni and new contact information for these Sinfonians, they should report that information to the national headquarters. If the chapter keeps information in its own separate database in order to produce mailing labels, mail merge documents, etc., it needs to make certain that updates are sent to the national headquarters and/or are updated via MyDesktop.

One Great Brotherhood - Chapter Alumni vs. Local Alumni

In addition to the chapter alumni listing which, can be obtained from MyDesktop, a chapter is also responsible for maintaining contact with the “local alumni”. Local alumni include those who live within an hour’s driving distance from the chapter. It is important that all Sinfonians remain connected to the
Fraternity even though they may have relocated to another part of the country. We are all part of one great Brotherhood united in our mission through our ceremonies and rituals. Welcome these men as if they were always a part of the chapter, and the chapter will see the benefits. These “local alumni” lists can be obtained from the national headquarters. Before calling, make a list of the zip codes (just the first 3 digits) that fall into the chapter’s geographical area. A staff member will extract the list from the membership database and send it to the chapter.

**CREATING THAT CONNECTION – THE ALUMNI NEWSLETTER**

One of the major tools that an alumni secretary uses to communicate with alumni is the chapter alumni newsletter. While a chapter should send out a minimum of one newsletter per year, it is highly recommended that it produce a newsletter at the beginning of each semester. This will allow the chapter to communicate future events for alumni to attend, and opportunities for them to become involved with the chapter.

**Content of the Alumni Newsletter**

The content of the alumni newsletter should cater to what the alumni want to hear. It should focus on the items that would be of interest to an alumni brother who possibly hasn’t heard from the chapter, or the national Fraternity, for several years. A common mistake is writing too much about what is going on in the chapter. Sure our alumni love hearing about how the chapter is doing, but what they are really interested in is hearing about what the brothers who were there with them are up to now. A good alumni newsletter should include the following:

- A message from the chapter president and alumni secretary
- Alumni news
- Chapter news
- Campus news
- Photos
- Calendar of events

*A message from the president and alumni secretary*

The most effective messages usually concentrate on a particular issue. For example, a message about the president’s vision for the chapter during the upcoming academic year would be the good subject for this section. The alumni secretary would want to concentrate on an issue that is relevant to alumni – e.g. The Sinfonia Educational Foundation. The issue should be timely and relevant and the focus should be positive in its outlook.

**News about alumni**

This is the most important part of the publication, as it is targeted towards alumni. This section should include small notes about many different alumni, and should also have larger profiles of more notable alumni, such as a faculty member or recent award winner. This section can also be used to enlist alumni’s help in finding contact information for other alumni. If the chapter is planning on alumni taking the initiative to submit stories themselves, there could be a long wait. However, there are ways of obtaining this information.

Ask each member to call an alumnus from his hometown, inquiring about his accomplishments or other Fraternity alumni’s accomplishments. The undergraduate member should take down all information instead of asking the “callee” to mail in any information. Also, have several members go to faculty on campus and interview them. When scheduling interviews, be sure to give plenty of advanced notice and let the interviewee know the purpose of the interview (i.e. that it will be published).
Reporting on chapter events
Don’t let the publication be a vehicle solely for blowing the chapter’s horn, but do tell what’s happening in the chapter. What are some strong aspects of the chapter? Who are this semester’s probationary members and what towns are they from? Has the chapter received any awards on campus or in the area? What are the chapter’s future plans? Are there any alumni events in the near future? Be sure to include the address of the chapter for return articles and other information. Chapter stories should be kept short. In fact, a good motto for articles is, “The shorter, the better.” Alumni will not be interested in all the details. One way to add more depth to articles, while keeping them short, is to separate the larger stories. Take two facets of one event and write two, more interesting stories. If they are related, put them next to each other or surround them with a single border. Avoid inside jokes. What may seem funny to the chapter may not be to alumni. It is possible to be conversational without using chit-chat. Stories about individuals should be kept short as well. You can place a number of one or two sentence stories all together, separating them with an asterisk or another “dingbat.” Identify each individual by hometown and initiation year. Decide to boldface either each name or each initiation year - this adds some visual interest.

News about the campus
Alumni will be interested in major construction, new deans, presidents, etc. Athletic schedules could be included. Concert schedules for large ensembles could also be included.

Photos
The phrase “A picture is worth a thousand words” is very true in alumni publications. Good quality photos add a lot to the text content of the newsletter.

Calendar of events
Include everything that’s going to happen in the future. Tell when formal meetings and recitals are. Tell alumni when the next performance of the ritual will be. Include chapter and Founders Day activities.

Again, remember to keep the publication focused on your audience – the alumni member. As a general guideline, a six page newsletter should be broken up as follows:

Page 1: Introductions from the alumni secretary and chapter president
Page 2: Alumni gossip
Page 3: Fraternity news: national, regional, and province
Page 4: Fraternity news (con’t): chapter news; school news
Page 5: Upcoming events; Lost list of alumni
Page 6: Contact information

FLAT OUT REQUESTS FOR MONEY SHOULD BE AVOIDED AS MUCH AS POSSIBLE. Simple presentations of things the chapter is doing should suffice. Selling any project well without requests should get the attention of some alumni brothers who will voluntarily donate to any cause. Only in special cases should you ask for money. Remember that our brothers, once they graduate, are constantly bombarded for donations by their Alma Mater.

Layout and Design Considerations

How the newsletter looks and feels will play a large part in whether alumni will actually read the publication. Special care should be taken to produce the highest quality newsletter that fits within the chapter budget. Using newsletter templates, high-resolution graphics and photos, and a quality printer will contribute to a high quality publication.
Before the layout of the publication
The first rule of thumb in publishing is to make it correct before making it pretty. Edit all of the copy at least three times. Only running a word processor’s spell-check can prevent some inadvertent mistakes, but it will not catch everything. Check for spelling errors, capitalization, punctuation, and clarity. Keep in mind Fraternity guidelines regarding publication style (i.e. stylesheet) and the use of official titles, official abbreviations, logo usage, etc. Also, use extra caution when using specific university or school identity graphics, i.e. school logo, school motto, school mascots. The newsletter can include the school's name, but make sure the publication cannot be mistaken for a school publication. Remember, schools can, may, and often will enforce strict identity usage, as it is THEIR property. Stick to Sinfonian graphics and logos.

Compiling a stylesheet
A stylesheet is a list of guidelines that should be used when creating a publication. This helps maintain consistency amongst a chapter’s correspondence and publications. Below is a list of Fraternity guidelines to be included in the chapter’s stylesheet.

- “Sinfonia” and all its derivations shall be capitalized and should never be hyphenated.
- The word “brotherhood” shall appear in lower case in all references.
- “Brother” should be capitalized only when used preceding a name.
- “National Executive Committee,” “National Assembly,” and “Assembly” when referring to the National Assembly, shall be capitalized. Also, National Convention refers to the triennial event. The National Assembly is the body of delegates that vote on constitutional issues at the Convention.
- “Fraternity” shall be capitalized when it specifically replaces “Phi Mu Alpha.” It shall not be capitalized when used as an adjective - The fraternity documents…
- Titles shall be capitalized only when they immediately precede the name of the person to whom they are assigned. “National President Ossian E. Mills resides...” and “Ossian E. Mills, national president, lives in...”
- “Lyrecrest” shall be capitalized; “national headquarters” shall not be capitalized. Do not use “national office,” “national,” nor “nationals.”
- “Ritual” should only be capitalized as the specific title of the Phi Mu Alpha Initiation Ritual.
- The Province Governors' Council, Collegiate Province Representatives’ Council, should always include an apostrophe after the appropriate “s” as above. Founders Day, however, has no apostrophe.
- The Fraternity should never be referred to as “Phi Mu.” The Founders of the Phi Mu Women’s Fraternity did not intend for anyone else to use their title.
- Never refer to the Fraternity as the “Frat.” Also, never refer to a Fraternity house as the “Frat House.”
- Alumnus refers to one person – alumni, more than one.
- Chapter should only be capitalized when preceded by the Greek letters of that chapter. Theta Omicron Chapter, the University of Tennessee chapter.

Creating the layout
A consistent masthead, columnar layout, and interspersed photographs are a few of the things that should be considered when doing the newsletter layout. Layout programs like Microsoft Publisher, PageMaker and Quark Express make quick work of a newsletter. If the chapter does not have access to these programs, or are just starting out, good newsletter templates can be found for MS Word online, or at websites like www.hp.com

A masthead is one of the most important design features of a newsletter. This is the newsletter's name, or title, which appears as a banner running across the top first page of your newsletter. It is the most important design element because it does the most to establish the publication's identity with readers.
The standard newsletter layout is three columns, though it can be two. A more advanced layout is a split page, where the top may have two columns and the bottom has one. There can also be boxes within columns to split them up. The complexity of the layout depends on what software and skills are available. The chapter should also decide if they want to have a self-mailer (a half page of the layout is dedicated to mailing information) or if the publication will be sent in envelopes. The feature article for any given issue should appear in the first column since it will get the most attention in this space. Also try to determine a permanent placement for any regular features of the newsletter (e.g., always put the Calendar of Events in the same place). Also, choose one typestyle (font) and stick with it. The idea is to establish consistency.

Using photos and other graphics

If you’re working with photographs and graphics, take into consideration how you plan to print your publication, so as to format your images properly. If you’re printing directly from a computer printer, you can use higher resolution images (300dpi), but if you’re reproducing on a photocopier, you should use very low resolution images (72dpi) converted to grey-scale line-art. Low quality images significantly detract from a publication’s image and appearance and should be avoided at all costs. Clip-art should also be used sparingly (if at all) to avoid making the publication look trite or clichéd.

When using photos, make sure the picture tells a story or enhances the story that accompanies it. Include captions with the photos explaining what is happening and identifying everyone in it by first and last name. Action photos add more to a publication than posed photos. Some specific tips for taking photographs for your newsletter:

- Watch the background. Keep it uncluttered.
- Don’t shoot subjects in front of glass or mirrors.
- Bright sun does not make for good photographs. People tend to squint and the shadows are harsh. Try to find a shady area if taking photographs outside on a sunny day.
- Diffuse the flash on close-up pictures. White tissue paper over the flash will also work.
- Watch the film speed. Inside shooting requires fast film (400+). Outside, use lower speed.
- When shooting groups, have the subjects stand shoulder to shoulder. It may not be comfortable but it will look good in print.

Printing the newsletter

If the chapter is going to spend the time and energy to produce a quality publication, it should consider taking the document to a printer (not a photocopy shop) to have it produced. The second best option is to find someone who has a high quality printer (preferably laser) and print them individually. If all else fails, taking the newsletter to a photocopier can work, but image quality will likely suffer.

Distribution and Other Logistics

The alumni secretary should not feel as if the newsletter is a monster he has to tackle by himself. Feel free to enlist the help of fellow brothers with the layout, design, database, and mailing aspects of the newsletter. When distributing the newsletter, first make sure that the most up-to-date list of alumni is available – combining the alumni lists from both Lyrecrest and your school’s alumni office to make sure it is as current as possible. ALSO be sure to include those brothers who left your school in good standing, but didn’t graduate (for example keep information on these brothers in a separate, easy to access file like a Microsoft Excel file).

Who should receive chapter publications? Publications should be mailed to all alumni of the chapter, even those living far away; each undergraduate, alumni of other chapters living nearby, faculty advisor, province leadership, the national headquarters, presidents of other chapters, the campus alumni office, the dean or head of the music department, the dean of student affairs, the Greek council advisor, and any other faculty and staff members who may have shown an interest in the chapter. In other words, use publications for
greater campus visibility. The chapter may also wish to send copies to others with whom it wishes to communicate, such as parents. Always use the home addresses of alumni for any mailings.

Before buying stamps, check with the school or department to see if the chapter can mail pieces through their non-profit rate. Although the National Fraternity has a non-profit status, chapters must apply for status separately. Though the savings are dramatic, postal rules and regulations for using not-for-profit bulk rates are complicated. Inquire with the local post office as to the process of gaining this status. The chapter will need to mail a substantial amount per year for this to be profitable, but if the chapter is fairly large, and it sends out letters to incoming freshmen as well as to alumni, it may want to check on it. Inquire before printing, in order to comply with all requirements made by the post office. Because bulk mail is notoriously slow, use of it requires advance planning of chapter publications. For example, a Homecoming invitation should be mailed at least six to eight weeks prior to the date of Homecoming weekend. Also, bulk mail usage does not allow for the chapter to receive returned newsletters for which the address was incorrect. In order to receive these returned mailings and any forwarding addresses on file, the chapter will need to mail their newsletters First Class at the standard postal rate.

Other Forms of Communication

Electronic newsletters
While most alumni will prefer to receive a newsletter in the mail, costs associated with preparing, printing, and mailing the newsletter can prohibit it from being sent more than twice per year. An excellent supplement to the paper newsletter is an electronic newsletter. The electronic newsletter is inexpensive and can be sent out whenever an important announcement or event falls between the scheduled mailings of paper newsletters. Electronic newsletters can look just as professional as paper newsletters and are easier to produce and send. By sending out electronic newsletters the chapter will also be able to stay more current on email address changes for all alumni in the area. These newsletters can also be made available for download on the chapter’s website.

Alumni content on the chapter website
An internet search for the Fraternity will result in links to many chapter websites. It is easy for interested alumni to find the chapter on the web. Be sure to take this opportunity to give them information that they would find relevant, not only about the chapter, but about any major issue in the Fraternity. Having a portion of the chapter website dedicated to alumni content can go a long way in promoting the alumni programs of the chapter. It will increase the visibility of chapter events, and help disseminate information about these events more quickly to alumni. At the very least, the website should include the name and contact information of the chapter’s alumni secretary, the province alumni coordinator, and the Director of Alumni Affairs. Another idea is to create an alumni message board. This can serve many purposes. The alumni secretary can post events and current issues of the newsletter and pose questions to the alumni. The alumni can post updates about themselves and let the chapter know how they are doing. They can also leave comments, feedback, and suggestions for the alumni secretary.

Some Final Tips About Alumni Publications

- Make the design of the publication attractive and interesting. If the publication is not eye catching, it will wind up in the trash without being read.

- Be sure to identify the Fraternity, the chapter, the college or university represented, the chapter address, phone number, and date of publication.
Design a masthead or flag for the publication. Establish a design that will be recognizable and retain it for several mailings. Many newsletters seem to change with each editor or officer change. A consistent publication will be immediately recognized.

Compile a stylesheet. It will assure consistency in the writing.

Select interesting and clear photos. If the photos are not clear, don’t use them. Look for action pictures, not just posed pictures.

Use a good printer for the newsletter. If it’s worth spending time on, don’t ruin it by making copies on a bad machine.

Use a large portion of the publication for alumni news. This is the main audience.

Be positive in talking about chapter news. It is okay to mention problems, if the article shows what is being done to solve them.

Get someone to edit the copy. If the chapter can find an English or Journalism major, that is even better. There is nothing more unprofessional than for an alumnus to receive a publication that is riddled with spelling and grammatical errors. The chapter’s image is affected by the quality of its publications – make certain that it is of the highest quality.

Make the publication current. Once work is started on the newsletter, keep working. Don’t let it bog down. Stick to deadlines.

Consider more than one publication yearly. If the chapter has a lot of information, spread it out into more issues.

Consider a self-mailer. It’s easier than stuffing envelopes and will save money also.

Consider taking advantage of any non-profit mailing rates which may be available through the college. The saving is tremendous.

INVOLVING YOUR ALUMNI

A critical part of the Fraternity’s vision for alumni affairs is involvement. There are so many brothers out there with a variety of different talents and expertise. Their years of experience provide chapters with unique opportunities to learn how things work “in the real world” before they graduate. Chapters should take advantage of the opportunity. Alumni want to remain connected to the Fraternity and the local chapter is uniquely able to make this happen.

Inviting Alumni to Attend Chapter Events

Alumni brothers should always be invited to, and made welcome at chapter events. The programming of any event should take into consideration not only chapter alumni brothers, but brothers from the surrounding area and other chapters. Chapter alumni want to know how their home chapter is growing, and alumni away from their home chapter like to know how Sinfonia is doing in their area. By inviting them to chapter events such as Chapter and Founders Day ceremonies and Ritual presentations, alumni are able to stay in contact with the chapter and meet the Fraternity’s newest members. The only contact many alumni have with the Fraternity is at these special events. If they are not invited, or do not hear about them early enough, alumni
will lose that connection. Where a collegiate brother can make a recital with only a few days notice, an alumnus may need a month or more to be able to fit the event into his schedule. Chapters need to make a special effort to plan their events in advance – at least a semester, and in some cases a year ahead of time. Invitations should be sent to alumni at least two months prior to an event. This will result in the best chances for good alumni turn out. Another important thing to remember is persistence. The chapter may plan a huge alumni event and for its efforts have minimal participation. It will take continual communication and contact with alumni before the chapter can expect great attendance for any event. The best chapter alumni relations programs are ones that have been in place for years and are the result of chapters who have continued to communicate and work with their alumni over time.

Opportunities for Alumni Participation

The number one mistake chapters make when dealing with alumni is immediately asking for money. Asking alumni to invest their financial resources into the chapter is something that should only happen after the chapter has established long-standing relationships with them. The chapter should concentrate on getting alumni involved before asking for them to invest. There are two other powers of the Fraternity – man and music. Alumni can be choir participants for a Ritual and can even participate in the Ritual cast. Alumni have many “real world” experiences that they are more than willing to share with the chapter. Try setting up meetings of alumni and collegiates with similar interests. Alumni are perfect for performance seminars or to provide extra musicians for a Mills Music Mission or American Music Recital. Once the chapter has established good relations with alumni and shown them the good that the chapter is doing, they may decide to give money without being asked. When the chapter does ask for money, be sure it has a specific goal in mind, is able to explain it and its necessity to the chapter, and reports back to the donors once the goal is achieved.

Planning an Alumni Event

Oftentimes, the alumni secretary will be the chairman for all alumni events that the chapter hosts. This means that he will be responsible for coordinating and organizing the event as well as enlisting, overseeing and motivating others during the planning process. When programming an alumni event, three things need to be kept in mind:

- First, be reasonable in asking for a time commitment. These brothers are adults. Some have families to take care of, others may be older and don’t have the full stamina for a lot of activity, and others might just want the free time to reminisce with other people their age over a cup of coffee.

- Second, make it inviting and interesting. A Ritual performance alone might not be a compelling reason to come and visit; but a Ritual performance with other alumni and faculty might draw some people in. Remember that the activity alone will not encourage alumni participation. The chapter has to work to tailor the event to the interests of alumni in order to make them desire to show up to events.

- Third, make it worthwhile. If an alumnus shows up to an event, be sure to thank him personally. Follow it up with a letter or card of thanks. Also take the time to introduce them to people who they may not know and show them around. If the time is taken to make them feel welcome and comfortable, they will return and maintain their communication with the chapter.

With all of this in mind, the next step to creating a great alumni event is to create a plan. It takes anywhere from six months to a year in order to create an alumni event.
Deciding on the type of event to plan
There are several different types of events that encourage alumni participation. These range from a simple reception before another event to a luncheon to a full blown dinner banquet. The size of the event will determine how early the chapter should begin working on the event. When deciding on the event, keep in mind the alumni perspective. For example, making events “spouse-friendly” will encourage and get more participation from alumni.

Determining the location of the event
If the event involves a banquet, the chapter will need to secure a location for the event. If the event is going to take place on campus, make sure that the chapter reserves the appropriate rooms. Get a confirmation of the reservation in writing. Also, if it is a food event make contact with the campus catering service and reserve the date and location. If holding the event offsite at a hotel, restaurant or banquet facility, make sure that the contract is reviewed thoroughly before it is signed. Contracts should be reviewed and signed by the treasurer and chapter president – no one else. Things to watch out for in a banquet contract include tax and gratuity fees, room rental, deposit amounts and due dates, method of payment, multimedia fees and any other surcharges outside of the actual food cost. These “hidden charges” can add significantly to the cost of the event and need to be taken into consideration when budgeting and pricing the event.

Sometimes, the event may take place over the weekend or may be part of a larger celebration. The chapter may want to reserve a block of rooms at a local hotel. Hotels will usually block rooms at no cost to the chapter until 30 days prior to the event. Event attendees are responsible for calling the hotel to book their rooms within the chapter’s block. Under no circumstances should a chapter “guarantee” a block of rooms since it could be left with unused rooms for which it has to pay.

Setting the program for the event
About six months prior to the event, the chapter should create a rough schedule. This should include a list of any potential speakers and special guests. The alumni secretary should contact these people right away to secure their attendance at the event. Remember, if there are any contracts to be signed (i.e. honorarium), they must be reviewed and signed by the treasurer and chapter president. Other details will also need to be finalized, such as the menu for any food events.

Publicizing the event
To properly publicize an event to alumni, it takes more than just a simple postcard announcement 2 months prior to the event. The event should be listed in every chapter publication, calendar, and announcement for the full 6 months preceding the event. Once the date and general program is set, an announcement should be sent out to the alumni immediately. This will allow them to reserve the date on their calendars and it increases the likelihood of their attendance. As more details are solidified, these should be communicated to the alumni. About 3 months prior to the event, the chapter should send formal invitations to its alumni with self-addressed response cards requesting RSVPs. Set the RSVP deadline early enough to be able to finalize the logistical needs of the event (seating, food, etc.) – probably 3-4 weeks before the event.

Final preparations for the event
By this time, the chapter has finalized the schedule and has a list of who is attending the event. The final preparations involve an “event walkthrough”. The chapter should look at the event from the perspective of an attendee and make sure all of the small details are handled including registration and check-in, event programs, a welcoming committee, and anything else that would make alumni feel at home (“roll out the red carpet”). At the actual event, make certain that chapter members are interacting with alumni and that the event stays on or close to schedule. If the chapter has planned the event thoroughly, everything should go smoothly.
After the event
While planning and hosting an alumni event can be exhausting, it is important that within two weeks following the event the chapter does a post-event analysis. The chapter should look at what went right and what went wrong and determine what changes should be made for future events. The alumni secretary should write a summary of the things that happened, including the timeline, for the event chairman of the next event. The chapter should also make sure to send thank you letters to each alumnus that attended the event. If it is a recurring event, the date of next year's affair can also be included. Finally, the chapter should make sure it sends special thanks to anyone who helped execute the event including the guest speaker. This little extra effort will leave alumni feeling good about the event and increase the chance that they will participate in the future.

Other alumni opportunities

Working with Alumni Associations

If there are alumni associations nearby, chapters should work to build relationships and a connection with them. Working together, the chapter and the association can be a real example of Sinfonia as a lifetime journey. The chapter should make sure that the local alumni association is informed of its events. The chapter should also encourage graduating brothers staying in the area to become involved with the association when they graduate.

Creating an Alumni Association

If the chapter knows that there is interest in forming an alumni association, they should contact the province governor and the province alumni coordinator. These officers have the experience and resources to guide alumni members through the process to becoming an alumni association. If there are members who are interested in learning more about the process, consult the Alumni Association Resource Guide.

Chapter Alumni Clubs

In addition to the alumni association option, some chapters may have interest in forming a chapter-based alumni group. A chapter alumni club is a recognized entity of the Fraternity that like an alumni association is an opportunity for alumni to remain involved in the Fraternity after they have graduated. These brothers often want to remain closely connected to their chapters and schools and want to support chapter-specific events. While the membership of an alumni association is open to any alumnus in the particular region, membership in a chapter alumni club is restricted to the alumni members of a specific chapter. However, it is important to remember that membership in a chapter alumni club does not prevent a member from becoming a member of their local alumni association. In fact, the Fraternity encourages alumni to stay involved in every way possible. The requirements to form a chapter alumni club are the same as that of an alumni association aside from the restricted membership consideration.

The transition from collegiate to alumnus

A brother’s journey as a Sinfonian is not over when they graduate or leave the sheltering institution. Continued participation in Sinfonia after graduation is a privilege and obligation of lifetime membership. It offers opportunities for brothers to engage in sociability, musical activity, and leadership similar to those enjoyed in the collegiate chapter. It also enables him to support the Fraternity's continued efforts to build musical students into men of high ideals and ensure that the Sinfonia experience is available for generations of students to come.
Ceremony for Graduating Brothers

From the introduction to the Ceremony for Graduating Brothers:

The main purpose of this ceremony is to remind Brothers that membership in Phi Mu Alpha Sinfonia does not end when they receive their diploma—it is for life. Secondly, it is a time of remembrance when departing Brothers recall some of the positive experiences the Fraternity has given them. Lastly, it serves as a way to honor the graduating Brothers for service to their collegiate chapter.

Membership in Phi Mu Alpha Sinfonia is for life. Many brothers forget that as they go through graduation and into the real world. It is the job of the alumni secretary to remind these brothers what there is for them after graduation in our beloved Fraternity. The alumni secretary should make certain that this ceremony is treated with the same reverence and seriousness as the Fraternity’s other ceremonies. Invitations should be sent to the province leadership, especially the province alumni coordinator and any local alumni associations. Make sure graduating brothers are aware of the opportunities to stay connected to the fraternity after they graduate. Give them a couple of pre-addressed “Change of Address” cards to keep the chapter and the national Fraternity updated on any address changes. These small steps are extremely important to prevent alumni from becoming ‘lost Sinfonians.’ This ceremony is vital because it not only gives us the chance to honor our brothers, but help them remember what the Fraternity has done for them. With this memory, they may be more apt to ‘Work for Sinfonia’ as Sinfonia has worked for them.

OTHER RESOURCES FOR THE ALUMNI SECRETARY

Chapter Alumni Relations Committee

Because of the great responsibility given to the alumni secretary, many chapters find it useful to create a committee to assist the alumni secretary with his duties. This does not have to be a one man job. The more people the alumni secretary can share the burden with, the better and more productive the alumni relations program will be.

Chapter President

The chapter president has exclusive charge of the correspondence of the chapter with the national officers and is the primary contact for the province governor, collegiate province representative, and province alumni coordinator in the province. He can be a great asset when it comes to communicating with officers outside of the chapter. As the chapter president, he can also allocate resources for the work of the alumni relations program.

Faculty Advisor

The faculty advisor is the best link to the institution. Whether it is speaking with the university’s alumni affairs office or other school officials, the faculty advisor can many times get in where the chapter cannot.
Province Alumni Coordinator (PAC)

At the 2003 National Convention, the Assembly voted to recognize the position of the province alumni coordinator. This officer is in charge of all province wide alumni activity and might just be the greatest resource when planning an event, gathering information about alumni in the area, or suggesting activities. In most cases he is an active alumnus with a great deal of Fraternity experience who also has the benefit of access to the knowledge of the other PAC’s across the country.

Director of Alumni Affairs

This recently created national staff position handles all of the alumni activities and programs of the Fraternity. He is only a phone call away (1 (800) 473-2649 ext.25) with answers to almost any alumni related question.

Alumni Affairs Committee

This national committee is primarily responsible for the creation of new fraternity alumni activities and policy as well as updating current programs and policy. When anyone in the chapter has an idea related to our Fraternity’s alumni program, this committee can be reached via email (AlumniAffairs@sinfonia.org) to make suggestions for the future.

Local Alumni Associations

If the chapter is lucky enough to have an alumni association in the area then it already has a huge advantage when it comes to its alumni relations program. The alumni association has already gathered together a group of alumni who are interested in staying involved with the Fraternity and anxious to lend a local chapter a hand whenever possible.

Campus Alumni Affairs Office

This office can provide the chapter with updated information on its alumni and may also have resources to help the chapter with its publications.
Greetings from Harrisonburg, by way of New Jersey! This past year has been a great one for the alumni program of our chapter – one where we really have established a solid base to move forward. The coming May 11th marks the 35th anniversary of our chapter, and rather then celebrate this historic event on the 11th (which is after the JMU Spring Semester ends), the chapter invited brothers from far and wide to celebrate with us during the weekend of April 16 - 18. Our 35th anniversary weekend was a resounding success – it was great to reconnect with old friends, meet new ones, and celebrate the initiation of the new brothers of the Beta Sigma class. I want to personally thank a few people without whom the weekend would have never happened: James Kiser (Spring ’98, immediate past president), Rob Flores (Spring ’93), Jeff Schaefer (Spring ’96), and Mrs. Kiser. I also want to thank our guest speaker, Province 18 Governor—Dave Davis, and special guests: 1st Gamma Alpha President and Founding Father-Bill Liddle, CPR-Province 18-Matthew R. Garber, and Gamma Alpha Faculty Advisor-Dr. John Little.

Many exciting plans are in the works for the coming year – the chapter has reelected me to my 4th term as Alumni Secretary (might be a chapter record!), and I am really excited about continuing the great progress we have made. Some ideas we have been considering, is continuing with our tailgating at Homecoming, and to reestablish our tradition of singing the National Anthem/School Song with Sigma Alpha Iota for the football game. I would also like to establish a brother dinner to coincide with each semester’s ritual where brothers from all around are invited to share a meal with our new brothers.

Fraternally,

Richard S. Legon

Spring ’92, JMU ’96
Alumni Secretary
Little Ferry, NJ
Graduate Student, Montclair State University, NJ
calling all ΓΑ alums in the DC area

The Washington DC Area Alumni Association (DCAAA) is looking for more Sinfonians to get actively involved!

We know that many ΓΑ alums live in Northern-Virginia, yet we have one active ΓΑ alum, Jeff Schaefer (96), our Vice President. We usually meet once or twice a month in Arlington, Va., on Saturday evenings, for music, food and brotherhood. We also have several annual functions at other locations, including an All-alumni ritual in NW DC (May 8th this year), a picnic at Col. Bourgeois’ cabin in Washington, Virginia every summer, and some recent events that hope to become annual ones, such as our

Association Day Dinner that was held this year at Dave & Busters in Rockville, Maryland.

Dues are not required for participation, and we do not have mandatory attendance, as it simply is not practical. Those who pay dues (currently $60 a year) can vote and hold office, but most of our dues are pass-thru national and province dues ($25 and $10 respectively). First time members after July 1 of each year are half-price!

We are active in both Province 18 and Province 27, since our membership spans both provinces. Very few Collegiates in 27 know what it is like to not have an alumni association around, and it is our hope that we can say the same thing about 18 within a few years.

Again, we welcome you to any of our functions. More information on the association, including our calendar, can be found on our website:

http://www.dcsinfonia.net

Subscribe to our mailing list by visiting the MyDesktop section of Lyrecrest.net if you wish to keep informed of, or get involved in our activities!

Rob McKeever, AZ ’93
DCAAA President
571-330-2343 cell

Jeff Schaefer, ΓΑ ’96
DCAAA Vice President
703-307-8499 cell

ΓA 35th anniversary

The ΓΑ 35th Anniversary Celebration was a rockin’ success! It was a pleasure to reconnect with old friends, and meet new ones – many thanks to all for making this a very special weekend!

The weekend started with the American Musicale, showcasing the varied musical talents of Gamma Alpha Brothers. Saturday got off to an early start with Morning... uhhh... stuff, then everyone to breakfast, rehearsal then on to a PMA Step Sing on the steps of Wilson Hall. The 35th was the perfect occasion to carry on Gamma Alpha’s tradition of excellent rituals. Several alums were invited to play parts in the ceremony: John Davis, Matt Downey, Bill Howard, Jeff Schaefer, and Richard Legon, and Robert Flores.

The afternoon, punctuated by Ritual, culminated with the Anniversary Banquet, with some 50 guests in attendance, including brothers from Shenandoah U’s Nu Psi chapter. Special thanks go out to our guest speaker, Province 18 Governor - Dave Davis, who spoke sincerely of the significance of our brotherhood, and special guest and Founding Father - Bill Liddle, who addressed our opportunity to represent our Fraternity’s’ Object through the example of education in music. Also, Province 18 CPR - Matt Garber, and Faculty Advisor - Dr. John Little helped make Gamma Alphas’ 35th a truly special weekend!

There is tell of spirited partying that Saturday night, even some Pi Beta Brothers from Hampton U. made the trip up to join in the fun. So, despite the long Saturday, most everybody made it to a farewell breakfast on Sunday morning.

Brother JD Kiser, Gamma Alpha ’98, and out-going president of ΓA, was crucial in being the ‘Man on the ground’ in Harrisonburg, taking care of logistics, accommodations, and many vital details.

The Chapter also would like to offer sincere thanks to Brothers Matthew Downey, ’00, and Sean Harrington ’94 for their generous sponsorship of our Anniversary Celebration.
all hail sifonian brothers

Jim Sheldrake, Spring '69, Founding Father, is the training manager for labor at Walt Disney World in Orlando, FL. He recently returned to the Shenandoah Valley to be a guest conductor for the Augusta County High School Honors Band.

F. Wayne Taylor, Spring '69, Founding Father, recently retired from the Alexandria City, VA, Public Schools and is currently working as an adjunct professor at George Mason University where he teaches string class methods, string pedagogy, literature, and supervises student teachers.

Dr. Michael Norton, Spring '70, is a Professor of Computer Science at JMU. Brother Norton and his family reside in Harrisonburg, Virginia.

Dr. Chris Magee, Spring '80, has moved back to Virginia from Iowa and resides in Roanoke. Brother Magee is Principal Trumpet with the Shenandoah Symphony, Professor of Trumpet at Washington and Lee University, and is webmaster and manager of Mouthpiece Express, an online retail mouthpiece company.

Jeffrey Ames, Spring '88, is working on his doctorate at Florida State University. Brother Ames and his wife reside in Tallahassee, FL.

Jason Brooks, Fall '89, earned his master’s in engineering from California State University at Northridge and is an electrical engineer with Raytheon Space and Airborne Systems. He is also the music director for his church. Brother Brooks resides in Sherman Oaks, CA.

Douglas Cardwell, Fall '91, is the principal timpanist with the New Mexico Symphony Orchestra, and a member of After Five, a jazz quartet he founded. He also maintains a studio of percussion students in Albuquerque, NM. Brother Cardwell also visited JMU in February 02, for a 2 day workshop with the JMU percussion students, and was featured in the Summer '02, issue of the JMU School of Music newsletter "Rhapsody."

Richard S. Legon, Spring '92, resides in Little Ferry, NJ, and is a graduate student at Montclair State University pursing a Master of Arts in Teaching, concentrating in Social Studies. Brother Legon is a freelance musician and performs throughout the NY/NJ tri-state area; he is also on the staff of the Hawthorne High School Marching Band.

Erin Rettig, Spring '92, is a professional cellist as well as an audio engineer for Technicolor at Hollywood’s Weddington Studios, where he specializes in film sound editing, design and mixing. Now in Burbank, CA, both Brother Rettig and his wife Soon Hee were recently featured in the Winter, 2004, issue of JMU’s Montpelier.

Roy D. Firestone, Fall '92, composes and creates original scores for films and television. His music is featured on the Comedy Central’s show I’m With Busey. He recently completed his first feature film score, Death and Texas, which was featured at the 2004 South by Southwest Film Festival in Austin, TX. Brother Firestone lives in the Westwood area of Los Angeles, CA.

Richard Waters Jr., Fall '92, is the new Director of Choral Activities at Delta State University in Cleveland, MS, and has completed course work towards a Doctor of Music Arts degree in choral conducting from UNC at Greensboro in 2003. Brother Waters and his wife Cindy recently celebrated the birth of their first son Andrew in April of 2003.

Robert Flores, Spring '93, having finally graduated from JMU in 2001, now resides in Boonton, NJ. A member of Actors Equity Association, Brother Flores works as a professional vocalist and stage actor. Flores also freelances as a merchandising designer around the United States.

Justin Denlinger, Spring '94, resides in Calabrasas, CA. He received his Juris Doctorate from Loyola Marymount University in May 2002 and passed the California Bar Exam in July 2002. He recently accepted a new position as an associate with the L.A. law firm of Messica, Rilery & Kreitenberg, LLP.

Douglas Mogensen, Spring '94, has worked in the music industry in Los Angeles and at Disney Music Publishers in Orlando and has released a CD of contemporary Christian music. A writer and composer by trade, Brother Mogensen now resides in Hagerstown, MD.

And Introducing...Garth Gourley, Spring '04, hails from Troy, VA., and will complete his BM in Music Ed., with a minor in Jazz Studies in Dec. 2004. Garth has played saxophone with the JMU Concert, Symphonic, and Marching Bands, and has appeared as a featured soloist with both the JMU Jazz Band and Ensemble.

Thomas Florio, Spring '04, hails from Manassas, VA., and is a currently a Vocal Performance major, despite a constant inner debate about switching to Music Ed. Prior to coming to JMU, Brother Florio performed in many shows, and was among a select group of students to perform at the Kennedy Center. Thomas also enjoys camping, poker, and calculus.

James Myers, Spring '04, Sophomore, Vocal Performance...
ΦΜΑ sinfonia
ΓΑ chapter
C/O JMU School of Music
MSC 7301
800 South Main Street
Harrisonburg, VA 22807

For information or Submissions
Please contact Alumni Secretary:
Rich Legon. Rslegon@verizon.net
or PMAPurpleAndGold@aol.com

ΦΜΑ ΣΙΝΦΩΝΙΑ
ΓΑ ΠΕΤΡΟΛΙΝΗ ΑΧΙΛΛΕ ΧΑΠΤΗΡ

ΦΜΑ sinfonia National Online Calendar:
http://www.sinfonia.org/currentevents.asp

DC Area Alumni Association:
http://www.dcsinfonia.org

JMU School of Music Concert Calendar:
http://www.jmu.edu/music/concert_calendar

JMU Homecoming:
October 30/2004: JMU versus VMI

What...When...Where?

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PMAPurpleAndGold@aol.com. If you are unable to send these
items via email, simply mail them to ΦΜΑ Gamma Alpha
Chapter for inclusion in the next available issue.

ΦΜΑ ΣΙΝΦΩΝΙΑ
ΓΑ ΠΕΤΡΟΛΙΝΗ ΑΧΙΛΛΕ ΧΑΠΤΗΡ

missing brothers...
do you know where they are?

Carl Cole, Spring '69 - Denotes Founding Father
Jennings Hall, Spring '69 -
Stephen L. Ikenberry, Spring '69 -
Roy F. Smith, Spring '69 -
Victor F. Bernhards, Spring '70
Larry Henderson, Fall '71
Donnie Grinnan, Spring '72
Stephen M. Clapp, Spring '73
Erik Alexander Ruud, Spring '75
Dennis Clark Harris, Jr., Fall '75
Philip Alan Green, Fall '77
David Burton Sadler, Fall '77
Wesley P. Edson, Fall '86
Gregory Wayne Lowe, Spring '89
John Bays, Fall '90
David Gross, Spring '93
Brian Chaplow, Spring '95
Kerry Finnegan, Fall '96

* denotes Founding Father
STATE OF THE CHAPTER

When probationary members are on the journey towards initiation they are often told by wise actives that their journey will not end at the ritual, rather, it will just be beginning. Never before in my time as an active member of this chapter has that sentiment been more true. The Xi Pi chapter members, as musicians, men and brothers, are growing faster then ever before. To that end, there have been a lot of interesting, and sweeping, alterations made to our beloved National Fraternity, and the Xi Pi Chapter in particular.

In many ways, this year marks the culmination of these changes. As a National Fraternity, we will decide this year whether to retain our current purposes, written by Allen Adams in 1970, or reinstate our original object, written by Ossian Everett Mills, Percy Jewett Burrell, and Frank Leslie Stone at the inception of the Fraternity. As a chapter, we have restructured our Executive Committee by separating the Vice-President and Fraternal Education Officer positions, completed the alterations of the probationary process started before I pledged, and revised the chapter bylaws. And, while the effects of these changes and others are eminent for us this semester, we can't lose sight of the traditions and history that makes Xi Pi what it is. This is truly a dynamic time for us, and we greet it with vigor.

Your involvement with the chapter as an alumnus and brother of Phi Mu Alpha is especially crucial at this point. With all of the growth in the chapter, and the young age of the Collegiate membership, any positive contact with past members of the Xi Pi Chapter can only be good for us. There are several ways you can get involved this semester including attending the Annual Sinfonian Banquet (March 15th), donating to the Xi Pi Chapter Endowment (now past the $5,000.00 half-way point), ordering Spring 2003 Glassware, attending Spring 2003 Formal, or simply visiting the chapter on a Monday, or any night, for socializing and discussion. If you have any questions about these events and how you can get involved, contact our Alumni Secretary, Dan Krueger, or myself immediately. We would love to hear from you!

I feel confident that the Xi Pi Chapter is making good decisions, sticking together, and getting adequately organized (finally). Of course, as far as paperwork goes, we still have a long way to go. That aside, and although we have had some tumultuous times recently, the waters are settling down, and I want to let you know that I think it might be safe to go in again. Myself and the rest of the Collegiate membership of Xi Pi look forward to seeing and hearing from all of you, and until then, be well.

Fraternally,

Nick Lane
President, Xi Pi Chapter, Phi Mu Alpha Sinfonia
Alumni Secretary

Brothers,

History is an interesting thing. Although I know it's never been a strong point in my academic career, I can say that I have an appreciation for it. There is a proud tradition and history that has emerged from the Xi Pi chapter. Many people are aware of it, and not just the brothers. Although my direct connection to the chapter's history doesn't start until my initiation in 1996, I did begin an indirect association when I started school in 1993.

I'm pretty sure in saying that many of you came to Sinfonia as a result of some social interaction beforehand. I feel very secure in saying that, despite our social classification, many brothers gained some professional aspects from Phi Mu Alpha that they took with them as they left college. Even though Phi Mu Alpha Sinfonia is classified purely as a social fraternity, our history has shown that we have aspects that are both social and professional in nature. Our past must continue to dictate our future decisions and actions.

A time has come when the future of the fraternity is very dependent on those both past and present. Please don't get me wrong--the chapter is in no means suffering from a lack of membership. The Xi Pi chapter is as strong as it has ever been. As the chapter works on present-day matters and things that will have short term effects on the future, it's time that the alumni step in to take strides towards the long term future of our fraternity.

From a professional level, the brothers of Xi Pi have already been showing their support towards the Xi Pi Endowment. Both the alumni and chapter have attained almost half of their individual goals, putting the full endowment in a similar position. It's hard to realize all of the positive influences that the endowment will have. The most important facts about the endowment are the long term effects. Primarily, this endowment will fund Xi Pi scholarships as long as UW-Whitewater stands in existence. Secondly, it has the potential to grow past our initial goal, with continued contributions by alumni and the chapter, to expand upon our scholarships.

Scholarships aren't the only thing that can show alumni support. Recently, there have been some “rumblings” about the lack of a permanent house and how that affects alumni visitation and attendance at chapter, and even university-sponsored events. How cool would it be to have a house that is owned solely by Sinfonians...and used solely for Sinfonia? Although many people may view a house as a social outlet, it also serves as a historical venue, where we can openly display the tradition, growth and stories that are treasured by our chapter.

Unfortunately, our dreams get crushed by reality when we realize the financial costs that coincide with these endeavors. For myself, I have always found it difficult to ask for money, even when I needed it...especially from my parents. At the same time, a similar feeling comes when asking you, our alumni, to contribute to these tasks, despite their social and professional pertinence to our chapter.

I am aware that each brother has in their mind a means of attaining these goals. There are the brothers who know how to attain these goals without having to directly involve themselves. I feel it's time to begin taking an initiative to create a direction for our future. With proper planning and a unified sense of direction by ALL brothers of the Xi Pi chapter, we can utilize brothers from our past and present, and decide where the future of our chapter lies.

Fraternally,
Daniel Krueger
Alumni Secretary/Endowment Coordinator
yesman@idcnet.com

Phi Mu Alpha Sinfonia
National Assembly

July 15th-20th, 2003
Washington D.C.

Please contact Dan Krueger or Robert Brania if you would like more information on this great event!

Would you like to:
- Find information on brothers?
- Update your personal information with the National Fraternity?

Just go online to www.lyrecrest.net and click on “My Desktop.” You will get access to the Xi Pi database with complete chapter listings.

LYRECREST ONLINE
Greetings!

With the start of school comes the great potential of another quality probationary process. I have had some opportunity to do some “tweaking” of some events from last year to help our future probationary members receive the best overall experience.

As this newsletter is being written, we have just finished our rushing events and are excited to see a strong number of interested candidates. I feel confident that their decisions will lie with Sinfonia and they will be spending the next seven weeks learning about this fine fraternity.

The success of the Mills Music Mission as a probationary project has given the chapter the confidence to keep holding this type of event each semester. Having the probationary members plan the event gave them insight into the founding father of Sinfonia and the amount of time he dedicated to helping others.

Once again, we are continuing the tradition of the Brotherhood retreat. We are looking at the possibilities of planning a retreat somewhere off-campus, but we are still exploring that idea.

If you have any questions regarding the changes in the process, or membership development in general, feel free to contact me.

Yours in Phi Mu, and Alpha
John Robert Beardsley
Once again, Celebration is back in action for its 21st year! The brothers have been working diligently since the end of last year to put together the show. Celebration 2003 will be held on March 13th, 14th and 15th in the Hamilton Center. Ticket prices for Celebration are $6.00 per night and $15.00 for a three-night pass. Sponsoring this year’s show is Jimmy John’s Gourmet Sandwiches and Cascio Interstate Music Superstore. Both are returning sponsors from last year. For the fifth straight year, sound and lights will be handled by Clearwing Sound and Lighting. Jamison Filip will be running sound for his sixth consecutive year.

The highlight to this year’s show is the formal addition of themes to each night. Those participating in each theme will receive a $1.00 discount on their admission. The themes for each night are as follows:

- Thursday - Student Organization Night
- Friday - Greek Night
- Saturday - Hawaiian Costume

(PLEASE NOTE: Brothers attending the Sinfonian Banquet receive a discounted ticket with their dinner.)

Celebration Director, Steve Scheer has spent a lot of time piecing together this year’s production. Along with Brian Evans, (Assistant Director), Nick Cagle (Public Relations Director), and Bill Price (Production Director), the Celebration Committee has put forth a great effort in organizing Celebration from top to bottom. This year, the Celebration committee has dedicated themselves to finding ways to advertise for Celebration and make sure that everyone knows about it. With posters getting plastered across the town and littering the university, Celebration should make the campus “buzz” once again. Since the start of November, this year’s band has rehearsed many hours to put together a great variety of music.

This selection covers everything from the Celebration standards that made our show famous ("Shout," “Mustang Sally,” “Sex Machine,” Hot, Hot, Hot”), to the popular music being played today (“1,000 Miles,” “Without Me,” “Soak Up The Sun”).

The Celebration Band consists of 20 musicians, with over three-fourths of the band having prior experience in the band. Having this many familiar faces on stage again this year will undoubtedly give the band a fantastic sound when performing on stage. The band members are:

- **Vocals**
  - Brian Burdette, Missy McAbee
  - Dan Krueger, Leslie Wojtak
  - Steve Scheer, Jessica Zweber

- **Guitar**
  - Nick Liebrecht, Scott Sauer

- **Bass**
  - Nic Buendia, Nate Irish

- **Keyboards**
  - Mike Shepherd, Tom Subjak

- **Drums/Percussion**
  - Eric de los Santos, Zack Zweifel

- **Horns**
  - Matt Freedle, Amanda Riley
  - Brian Braatz, Nick Cagle
  - Brian Evans, Danielle Gordon

Make sure to mark Celebration on your calendar for the month of March. The largest party on the UW-Whitewater campus will continue to “rock the house,” as it has been for the last 20+ years. If you have any questions, you can speak to Steve Scheer, Celebration Director. He can be reached by phone at (262) 473-6054 or by e-mail at celebrationxxi@yahoo.com.
Sinfonian Banquet

Saturday, March 15th, 2003 - 4:00 p.m.
Randy's Funhunter Brewery

Once again, the annual Sinfonian Banquet is in the works. The banquet, in its third year, will take place on the Saturday of Celebration, the Xi Pi chapter's largest yearly fundraising event, and biggest on-campus event at UW-W hitewater. This year's dinner will be held at Randy's Funhunter Brewery. The dinner menu includes:

- Chef Carved Black Angus Beef
- Italian Styled Chicken Breasts
- Roast Turkey with Dressing
- Mashed Potatoes with Gravy
- Whole Green Beans
- Tossed Garden Salad
- ...PLUS MUCH MORE!!!

Dr. Cecil Austin, a music educator in Milwaukee and a founding brother of the Xi Pi chapter, will be the guest speaker. The festivities will begin at 4:00 with a cash bar before dinner. Dinner will begin at 5:00. Photo albums will be available throughout the evening for your enjoyment. Don't forget to warm-up your "vocal chops" as we will conclude the evening with some singing.

The cost for the Sinfonian Banquet is $21.00 per person. This is the same price as last year's banquet! The price includes dinner and a ticket to Celebration that night. You are welcome to bring a guest, but we do ask that it be kept to a significant other or another brother.

We are hoping for a large turnout, so make plans as soon as possible. Please encourage other brothers to attend the banquet. As the saying goes, "The more, the merrier."

There is no space limit, but we do need to have an RSVP by Wednesday, February 26th, 2003.

Xi Pi Alumni Housing Committee

In 1997, the house on 404 W. North St. and the brotherhood parted ways and a replacement has yet to be found. Established in 1988, the "404 House" was a place of many fond memories and played an integral role in our chapter's history. Over Homecoming weekend, there was an encounter with a few alumni at the Brass Rail. It led to an interesting discussion in the back room with possible hope for another future project. The conversation, between alumni Dan Krueger, Kris Baumgartner, and Mike Bender, revolved around the idea of a new and PERMANENT house.

The question was: "How can we make a house for our chapter permanent?" The obvious answer is to have a house that is purchased by the chapter for their use, but the national fraternity won't allow it, as they have been burdened with past chapter houses that failed. The second most obvious answer is to have a house that is purchased by the chapter's ALUMNI for the chapter's use. The benefits of this would be numerous and would give the Xi Pi chapter a stable home that could store and display the historical memorabilia of our chapter. Primarily, it would give a central place for all brothers, active and alumni, to gather, visit and socialize with each other. Secondly, once the house is paid off, it would keep money (from rent, etc.) within the fraternity and could be used to help fund chapter-sponsored events. For alumni, this could be used as a "money-making" investment to be decided on by those who take part.

For the first time in over five years, brothers of the Xi Pi chapter, both collegiate and alumni, have received their wish. We have a house on Main Street. It's owned by DLK Enterprises, but it fits perfectly with the needs of the chapter. Could we get it? It's possible. This isn't a task for one person, but for the full brotherhood. It may take many brothers to secure money to start the ball rolling. If you have an interest in making this happen, please contact Mike Bender (via e-mail at: michael.bender@tdtelecom.com) or Dan Krueger. Once a core group of brothers can be established, we can begin discussing our options and lay the groundwork for this project.
James “Axel” Foley as President of the Platteville Chapter.

Xi Pi Chapter’s “Half-Fast Band” continues its annual Homecoming tradition by promoting spirit through some “fine” musicianship. A number of brothers from the Platteville chapter took part in the festivities. Hey...was that guy playing on a rake?

Tim Cooper plays some licks on his accordion before the Homecoming Parade.

Music Director
Greetings Brothers!
I hope the beginning of 2003 has found you in good spirits. The spring of 2003 looks to be a good semester, musically speaking, and will continue to build off of the exciting semester of last fall. Included in last fall’s events was the planning and participation of the American Music Recital, performing in a “Stage and Screen Recital” with Tau Phi Lambda, and a wonderful Mills Music Mission to Fairhaven Home in Whitewater.

For those of you who are unfamiliar with the Mills Music Mission, it is a program instituted by the National Fraternity to reach out to the community, specifically those in homes or hospitals. It is named after Osias E. Mills, honoring the work he did to reach out to those who were sick or less fortunate, especially around the holidays. On Wednesday, November 20th, 2002, we walked around, visited, and sang to those who were unable to leave their room or hear the small concert that was performed. The MMM was scheduled and run by the members of the Gamma Eta probationary class, who were preparing the event as part of their probationary process. I think the fusion of such a wonderful event, both musical and humanitarian, with the history behind it, enriched their process almost as much as the lives as those whom we sang for. In addition, the brothers did an excellent job of being prepared and representing themselves, the fraternity, and the spirit of the event. Their examples in musicianship and dedication have become the springboard for new ideas for this semester.

First, we will be participating in a Mills Music Mission to be planned by the spring probationary class. We have high hopes to surpass the level that has already been set.

(Continued on next page)
**Pathways**

**Music Director (cont.)**
Second, the singing of Sinfonian songs and other pieces will continue as the chapter continues its dedication to become more familiar with the songs of the fraternity, as well as the “old classics.” This continued excellence and vitality for musicianship has landed us a spot to sing the National Anthem at the Milwaukee Bucks game on Monday, February 24th. Lastly, and most exciting, is the Brotherhood Recital taking place this Spring. Unlike years past, the Brotherhood Recital will be taking place in the Fern Young Terrace, which I believe will lend itself to a more relaxed, free-flowing concert that will represent the chapter, and our musicianship, quite well. The date for the recital is Friday, May 9th and it will start at 7:00. Many ensembles are already underway and I would like to see many of our alumni brothers and their families at the recital to support the brothers performing.

I hope the Spring finds all of you in good health and luck and I look forward to seeing you at all possible events in which all brothers have an opportunity to share company.

Yours in Phi Mu and Alpha

Tyler J. Lane
Music Director

**Historian**
Greetings Brothers!
I’ve decided to use my space in this article to try and solicit feedback to resolve some of this historical mysteries of the Xi Pi Chapter. If you know anything about the traditions listed below, please contact me at barnes21@post.uww.edu or send them to 209 North Prairie Street, in care of Jacob Barnes.

How and when did these traditions originate....?
- Paddles
- Books
- Jackets

Also, if you have any pictures from “back-in-the-day” that you would be willing to part with, please send them in!

Take care!

Jacob Barnes
Historian

Pathways is beginning to sell advertising space to brothers who wish to promote personal business or other ventures. All proceeds go to the Xi Pi Endowment.

Andrew Jung (’94) is advertising his new web page. Contact Dan Krueger for more info.

Kurt Mysker serenades a young lady at Fairhaven during a Mills Music Mission.

The boys of Xi Pi pose with Brother Jay Main, initiated in the 1940’s at Northwestern University.
Endowment Report

A combined effort of dedicated alumni and persistent collegiate members have helped to reach the “half way point” of the endowment. Although the initial goal was to have the endowment close to completion by now, this is still an accomplishment to be proud of. This is very exciting time. With a continued alumni and chapter commitment, we can only hope that the “downhill stretch” will come as easy...or easier...than the first half. By reaching our goal of $10,000, the chapter will have $500.00 to use towards music scholarships for deserving students each year. Please send the response card with your donation if you wish to contribute.

As for an update, the endowment has hit a slight lull since the last newsletter. The pace that gave the hint of a quick finish has since disappeared.

Fall 2000 - $600.00  Spring 2002 - $3,865.38
Spring 2001 - $750.00  Summer 2002 - $4,204.38
Summer 2001 - $1,480.00  Fall 2002 - $4,411.03
Fall 2001 - $2,086.00  Spring 2003 - $5104.29

Barring a large donation “assault,” the goal of completing the endowment will have to be postponed by a year. We are going to make a new goal for May 2004. This would allow the first scholarships to go out by the Spring of 2005, which would coincide with our chapter’s 40th anniversary. Please consider being a part of this great philanthropic event.

Our list of contributors as of printing is as follows:

**Patron of Xi Pi: $100+**
- Dale Johnson ('67)
- James Snyder ('68)
- Marc Trudeau ('93)
- Daniel Krueger ('96)
- Steven Gehrke ('71)
- Scott Sauer ('98)
- Tom Patterson ('93)
- John Christian ('91)
- Steve Plank ('92)
- Stephen Boelter ('68)

**Patron of White: $81-$100**
- Dr. Glenn C. Hayes
- Dick Seifert ('73)
- St. Mary’s University - Eta Nu

**Patron of Gold: $61-$80**
- Randy Zelinka ('00)
- Timothy Cooper ('95)
- Ian Leggin ('96)
- Beta Rho Pledge Class ('96)

**Patron of Black: $41-$60**
- Tom and Joyce Ryan
- Paul Miller ('97)
- Mike Seibel ('89)
- Joel Ferkovich ('92)
- Andrew Jung ('94)
- Mike Bender ('89)
- Dr. Brent Coppenbarger ('79)

**Patron of Red: $40**
- Lou Larsen ('94)
- Kenneth Miller ('00)

**Other Contributors:**
- Larry Froemming ('67)
- Douglas Herman ('88)

**Fraternal Contribution: $2,004.29**

**Alumni Contribution: $3,100.00**

Here's some food for thought. The total requested alumni contribution is $6,000.00. With our current standing (listed above), we have exactly $2900.00 left. How does this break down? Here are some ways to look at it:

The endowment would need...

- ...73 brothers to donate $40...or
- ...58 brothers to donate $50...or
- ...39 brothers to donate $75...or
- ...29 brothers to donate $100... or

...to complete the alumni total.

(The listed dollar amounts are based on past contributions)

Already, brothers have donated an average of $110.00 per donation. That is an unbelievable amount! But remember, our job is not done. Let’s have a reason to celebrate in May of 2004 with the completion of our largest chapter endeavor!
Wanted

It’s been three years and nine newsletters since this comprehensive listing of missing brothers has been compiled. It’s very important to find these brothers for two reasons. First of all, all Xi Pi brothers should be able to keep tabs on the workings on the chapter. Secondly, this is a waste of space. I can think of many things that would look better in this spot than a list of names. Please, keep sending e-mails or letters reporting on people who are on this list. What I am able to do has only been extended by your help in completing this daunting project. Still, we must keep our eyes and ears open for anything we may hear. This job will never be over, but we can still make it look good.

If you have info on anyone listed below, or if your contact info will be changing, or has changed, please contact me at yesman@idcnet.com. Thanks. (The number in parenthesis indicate the year initiated.)

- Dave Anastasi (91)
- Bill Anderson (88)
- Gene Aulinger (72)
- Dan Austin (74)
- Craig Cichon (78)
- David Cooksey (79)
- Chris Corey (93)
- Donald Daniels (68)
- Matt Dornan (93)
- Michael Durfee (65)
- Roger Engelhardt (70)
- Lloyd Fager (90)
- Timothy Fink (86)
- David Fortier (87)
- Randall Gentz (67)
- Henry Lize (67)
- Johnny Rasinske (88)
- Paul Lundin (87)
- John Maglio (70)
- Scott Rendau (81)
- Dennis Reece (69)
- Alan Marvlin (65)
- David Maske (66)
- Walter Rich (80)
- Thomas Maurer (65)
- Brian Schrmpf (90)
- Greg Nelson (80)
- Gary Scoville (66)
- William Niehausen (85)
- William Shimer (73)
- Lynn Opitz (65)
- Joel Snavely (93)
- David Peters (67)
- Jim Strube (93)
- Danny Peterson (69)
- Richard Townsend (77)
- Frederic Pierce (67)
- Lynn Wats (65)
- Mark Ranum (80)
- Roger Williams (65)

Social Chair

Greetings Brothers!

It is with great pleasure that I write to you from my view as social chair. Homecoming this year was a large task to overcome, yet I believe that our overall 3rd place in championship points is quite respectable due to given circumstances (i.e. low attendance numbers and various other factors).

Another thing that I am proud to inform you of is our social this last semester. Many people told me it couldn’t be done, but after conversing with their social chair, Phi Mu A lpha FINALLY had a social with the lovely ladies of A lpha Sigma. The social was held at the armory and, as if their presence wasn’t enough... and free admission wasn’t enough incentive to attend, the social was a Pajama Party! Needless to say, I was very pleased with the turnout.

I am currently planning a sort of sledding/skiing/snowboarding activity one for the upcoming semester (assuming we ever get any substantial snow, that is). Other than that, feel free to contact me with any ideas for socials that you would like to see the fraternity participate in at kdog_01_83@yahoo.com.

I look forward to seeing you all at the Bucks Game, the Sinfonian Banquet and any other events in the near future.

O AS A S LLS!
Matt Kiedrowski
Social Chair Xi Pi Chapter
Phi Mu A lpha Sinfonia

Webmaster

Greetings my fellow alumni brothers,

I am pleased to say that after a much delayed process of numerous bugs and glitches that the new web page will soon be available. In fact, I’m even willing to say that sometime on Monday, February 1st, I will be publishing the first of many changes to our web site. It will be available on the national server at www.sinfonia.net/xipi and there will also be a link available from the starting page of our existing web site.

It has a whole new look that I am very proud of, as I hope you will be too. In the alumni section in particular, in the future I’d like to publish some "W here A re T hey N ow?" style of articles. If one should feel so inclined, please feel free to email me info on what you have been up to at xipiweb@hotmail.com. Also, please have some patience with some of the pages that are not yet published as I am waiting on information from other brothers. One of these not-yet-published pages will include some history, both of our chapter and our fraternity as provided by Jake Barnes, our current historian. But please feel free to comment on anything, your suggestions are important to me.

Fraternally,
Scott S. Sauer
Calendar Of Events
Spring 2003
Events, dates and times are subject to change or cancellation.
Check http://academics.uww.edu/cac/calendar.htm for recital updates.

Saturday, February 22nd, 2003
Nic Buendia - Student Recital
Light Recital Hall - 3:00

March 13th - 15th, 2003
Celebration XXI
Hamilton Center - 8:00

Friday, March 21st, 2003
Ritual
Time and Location to be Determined

July 15th - 20th, 2003
Phi Mu Alpha Sinfonia - National Assembly
Omni Shoreham Hotel - Washington D.C.

Tuesday, March 4th, 2003
Dr. Robin Fellows - Faculty Recital
Light Recital Hall - 8:00

Saturday, March 15th, 2003
3rd Annual Sinfonian Banquet
Randy's Funhunter Brewery - 4:00

Friday, May 9th, 2003
Brotherhood Recital
Fern Young Terrace - 7:00