



Summer 2014

**2014 Annual Conference** We are looking forward to a great 2014 Annual Conference at the Sheraton Norfolk Waterside Hotel. Our hosts are the Sheraton and the [Norfolk Convention and Visitors Bureau](#).

An outstanding educational and social schedule is planned with a reception at the Norfolk Waterside Marriott, and a sunset cruise on the first evening on the [American Rover](#) tall ship. We have a new programming element designed in the Ted Talks format, and a special presentation by TJ Sullivan of [Campuspeak](#) on "Motivating the Middle."



**Make your hotel reservations** soon. You can do so by calling **800-325-3535** (mention code: **PFA**).

You may Register with the PFA Headquarters using the form attached and sending same to our address. Alternatively, you may also **register and pay online** at our new [Square store here](#). Those who attend PFA regularly know that we often "sell out" so reserve without delay! A hardcopy Registration Form is being enclosed with hardcopy of this newsletter. **Register Now!**

#### **Sponsorships Available**

Several sponsorships have been secured, but you can get additional exposure by sponsoring one of our key events - such as speakers, receptions, etc. The sky is the limit! Please contact the PFA [Executive Director](#) to discuss these opportunities. View [available sponsorships](#) here.

#### **Call for Amendments**

Amendments that you may wish the Annual Conference to consider must be submitted 30 days prior to the meeting opening. Please contact the PFA Headquarters if there are such amendments you plan to submit or would like considered/discussed.

#### **Annual Membership Dues**

The PFA Headquarters sent annual dues invoices/renewals in early May. If you have not already renewed, please do so now. Alternatively, you may download a hardcopy **dues invoice** for [fraternal members](#) or for [associate members](#). A generic hardcopy Dues Invoice is being sent via hardcopy of this newsletter. You can even pay online via our new Square payment here site <http://mkt.com/professional-fraternity-association> - the online payment site also provides opportunity now for your to register for the PFA Annual Conference in September in addition to paying **Annual Dues**. A generic hardcopy Dues Invoice is being sent via hardcopy

### Your Meeting/Product Needs

The PFA Associate Members would much appreciate your bringing with you to the PFA Annual Conference RFP, or information statistics, dates, etc on opportunities for their businesses (whether it is meetings, merchandise, print, etc). Associate Members make our organization better than it would be so please be thoughtful of them.

### Future Annual Conferences

The PFA Annual Conference is currently booked through 2015. An announcement regarding location/date for future annual conferences is made at the close of each year's annual meeting. If you are an associate member of PFA, you are encouraged to submit a proposal for the 2016 annual meeting after referring the [RFP here](#) .

### Who is Responsible? by Bob Harris, CAE

Whose Role is It?

Who is Responsible?	Chief Elected Officer	Board of Directors	Exec. Director-Staff	Committee
1. Create a strategic plan.		✓		
2. Approve the annual budget.		✓		
3. Hire and evaluate staff other than the executive dir.			✓	
4. Assess performance of the board of directors.		✓		
5. Promote board accountability.	✓			
6. Assess the performance of the executive director.		✓		✓
7. Review IRS Form 990.	✓	✓	✓	✓
8. Establish organization policies.		✓		✓
9. Set the agenda for the board meetings.	✓		✓	
10. Monitor income and expenses on a daily basis.			✓	
11. Approve selection of the auditor/CPA.		✓		
12. Develop (review) programs or services.				✓
13. Revise/update the mission statement.				
14. Exercise fiduciary oversight of the organization.				
15. Identify, recruit and select new board members.				
16. Create a business plan of action.				
17. Daily management of the organization.				
18. Create resolutions and positions.				
19. Document administrative procedures.				
20. Renew insurance coverages.				
21. Budget for staff professional development				
22. Appoint committees.				
23. Budget for technology investment.				
24. Develop external relations, collaboration.				
25. Sell sponsorships and generate revenue.				
26.				

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Who's Role is It - Board, Staff, Committee 3-14

## **Fraternal News!**

[Alpha Phi Omega](#) chartered 9 chapters this past year: Cal State Stanislaus, Eureka College, SUNY Canton, Furman University, Baruch College CUNY, University of Texas @ Arlington, Armstrong Atlantic State University, Interamerican University San German, and Albany State University. They plan to charter 14 new chapters in the coming year. To help support the growing number of chapters the Board has approved adding two new staff positions in the coming year. Other things being done to support growth are adding more online tools including licensing Learning Zen as an online learning management system.



[Pi Sigma Epsilon](#) is proud to announce to acquisition of a new national headquarters at Pi Sigma Epsilon 5217 S. 51st Street, Greenfield, WI 53220.

[Sigma Alpha Iota](#) International Music Fraternity is proud to learn that member Jane Chu, initiated by Epsilon Delta Chapter, Ouachita Baptist university in Arkansas, has been appointed the new Chairman for the National Endowment for the Arts in Washington, DC. They look forward to her leadership in the coming years.

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### **Board of Directors Contact Information**

[Patrick Johanns, Alpha Chi Sigma, President](#)  
[Bob Heyman, Rho Pi Phi- President-elect](#)  
[Karen Katz, Phi Delta Phi – Secretary](#)  
[Gary Hodge, Phi Chi Theta - Treasurer](#)  
[Suzanne Schaffer, Phi Sigma Pi - Director](#)  
[Lisa Campion, Sigma Alpha - Director](#)  
[Liz Nordling, Sigma Alpha Iota - Past President](#)  
[Jennifer Lynch, Norfolk CVB – Associate Liaison](#)



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Michael T. Abraham - Executive Director  
Professional Fraternity Association  
1011 San Jacinto, Suite 205  
Austin, TX 78701

[PFA Website](#)

[Click here to email PFA Headquarters](#)

***If your contact information has changed, please email the PFA Headquarters with updated name, mail, phone, email contact data.***

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