



San Diego, CA. Business Meeting
 May 1-2, 2009
 Ivy Hotel

Friday, May 1st

Call to Order 8:12 A.M.

Organization	Present	Representative
Alpha Pi Sigma	Y	Maria Montesinos
Alpha Psi Lambda	Y	Michelle Maday
Chi Upsilon Sigma	Y	Merie Nickay Daniel
Gamma Alpha Omega	Y	Melinda Vazquez-Williamson
Gamma Phi Omega	Y	Socorro Garcia
Gamma Zeta Alpha	Y	Juan Carlos Lopez
Kappa Delta Chi	Y	Akisha Hernandez
Lambda Alpha Upsilon	Y	Adelso Fernandez
Lambda Pi Chi Sorority	Y	Maria Diaz
Lambda Pi Upsilon	Y	Nathalie Espinosa
Lambda Sigma Upsilon	Y	Raul Martinez
Lambda Theta Alpha	Y	Emeli Valverde
Lambda Theta Nu	Y	Abigail Garcia
Lambda Theta Phi	Y	Ruben Hoyos
Lambda Upsilon Lambda	Y	Eneuri Acosta
Omega Phi Beta	N	EXCUSED
Phi Iota Alpha	Y	Alex Yepes
Sigma Iota Alpha	Y	Melissa Garcia
Sigma Lambda Beta	Y	Sam Centellas
Sigma Lambda Gamma	Y	Nellie Nevarez
Sigma Lambda Upsilon	Y	Melodie Maldonado
Chair	Y	
Vice-Chair	N	
Director of Finance	Y	
Director of Recording	Y	
Director of Public Relations	N	
Director of Parliamentary		
Procedure	Y	
Southeast Regional Vice-Chair	Y	
Western Regional Vice-Chair	Y	
Northeast Regional Vice-Chair	Y	

- *Director of Recording moves to accept and approve the Fall 2008 Denver Business Meeting Minutes.*
 - **Motion Passes**

- REPORTS (SEE APPENDIX)
- Regional Vice-Chair Reports
 - Southeast
 - Northeast
 - Western
- Board Officer Reports
 - Parliamentary Procedure
 - Recording
 - Finance
 - Chair
- Break 9:33 A.M.
- Reconvene at 10:02 A.M.
- *Director of Parliamentary Procedure moves to revoke voice and vote privileges for Lambda Sigma Upsilon due to bad standing for not meeting Membership Committee requirements of not having anyone on an official NALFO Committee.*
 - **Motion fails**
- *Director of Parliamentary Procedure moves to revoke voice and vote privileges for Lambda Theta Phi due to bad standing for not meeting Membership Committee requirements of not having proof of bank letter on file.*
 - **Motion Fails**

- OLD BUSINESS
 - *Director of Parliamentary Procedure moves to approve the University of Delaware NALFO Local Council By-Laws.*
 - **Motion Passes**
 - Membership Committee Proposals
 - *Alpha Psi Lambda moves to accept Bylaw Proposal #1*
 - *Sigma Lambda Upsilon moves to amend by striking the following from Section I. Letter a)*
 Contact information for each chapter (i.e., mailing address as well as, an email address and/or phone number; *number of undergraduate members; average GPA; number of members who are on the Dean's List; number of members who served over 50 hours of community service; and number of collegiate graduates per year*);
 - **Amendment passes**
 - **Motion passes**
 - *Chi Upsilon Sigma moves to accept Proposal #2*

- ***Motion passes***
 - *Sigma Lambda Upsilon moves to accept Proposal #3*
 - *Sigma Lambda Upsilon moves to amend by striking and replacing “or equivalent” with “and Official NALFO Representative”*
 - ***Amendment passes***
 - ***Motion passes***
 - *Alpha Psi Lambda moves to accept proposal #4*
 - ***Motion passes.***
 - *Lambda Upsilon Lambda moves to accept proposal #5*
 - ***Motion passes.***
- Breakout Sessions on NALFO Local Councils
- Lunch 12:00 P.M.
- Reconvene 1:45 P.M.
- Local Council Discussion-RVCs
 - Open Latino/a vs Grandfathering vs. NALFO only
 - Reps not interested in allowing non-NALFO orgs onto councils
 - Need to strengthen current councils
 - Action items by December 2009 Business Meeting:
 - *Find potential schools for potential councils*
 - *Fact sheet for undergraduate students on NALFO Councils*
 - *Update information brochures and power point presentations*
 - Seeking proactive approach to expanding
 - Should still be open to non-NALFO organizations
 - Strengthen NALFO organizations first but not necessarily exclude non-NALFO organizations
 - Necessary to limit to NALFO organizations to establish strength and legitimacy
 - NALFO has built legitimacy over the past 5 years
 - Speaking about legitimacy on a local council level not a national level
- Local Council proposals to NALFO Reps
 - Is proposal needed to approve a NALFO Local Council? Consensus was no. Respective Regional RVC would approve assuming agreed upon minimum requirements are met.
 - Maybe final approval should be from whole board
 - Proposal needed to update Local Council By-Laws? No, small changes can be approved by Regional Vice-Chair.

- What proposals are needed to be approved? Changes to the overall template. These changes would be applied to ALL Local Council By-Laws.
 - National Boards of the Local Council organizations should be notified if there is interest for a new NALFO organization on that campus.
- Charter Format/Ceremony
 - Formal process/ceremony discussed
 - Plaque (engraved, diploma, etc)
 - Ceremony (oath given by school admin or RVC)
 - Will there be new ceremonies for newly admitted NALFO organizations to the Local Council
 - List original chartering organization on plaque/charter.
 - Motto, colors, symbols (incorporate into ceremony) decided nationally.
- Approvals for local councils
 - NALFO Local Council Committee proposals
 - *Gamma Alpha Omega moves to accept Local Council Proposal #5*
 - ***Motion fails.***
 - *Chi Upsilon Sigma moves to accept Local Council Proposal #1*
 - ***Motion passes.***
 - *Chi Upsilon Sigma moves to accept Local Council Proposal #2*
 - ***Motion passes.***
 - *Gamma Phi Omega moves to accept Local Council Proposal #3*
 - *Kappa Delta Chi moves to amend by striking number item 7 from proposed changes.*
 - ***Amendment passes.***
 - ***Motion passes.***
 - *Gamma Alpha Omega moves to accept Local Council Proposal #4*
 - ***Motion passes***
 - *Chi Upsilon Sigma moves to accept Local Council Proposal #6*
 - ***Motion passes***
 - *Gamma Alpha Omega to accept Local Council Proposal #7*
 - All fees would go directly to NALFO, NOT the Local Council's budget.

- If a Local Council goes inactive, they would owe dues for the years they were inactive.
- *Motion Fails*

- Break 2:45
- Reconvene 3:15

- Elections
 - Southeast Regional Vice-Chair
 - Nominees: Sandra Fuentes
 - Winner: **Sandra Fuentes**
 - Great Plains Regional Vice-Chair
 - Nominees: Norma Sanchez
 - Winner: **Norma Sanchez**
 - Mid-Atlantic Regional Vice-Chair
 - Nominees: Monica Cevallos, Lynn Goines
 - Winner: **Lynn Goines**
 - NALFO Midwest Regional Vice-Chair
 - Nominees: Jose Marroquin
 - Winner: **Jose Marroquin**
 - NALFO Director of Public Relations
 - Nominees: Claudia Barrera
 - Winner: **Claudia Barrera**
 - NALFO Vice-Chair
 - Nominees: Michelle Poakwa, Juan Guardia
 - Winner: **Juan Guardia**
 - NALFO Chair
 - Nominees: Yvonne Hernandez
 - Winner: **Yvonne Hernandez**
 - *Sigma Lambda Beta moves for an open 10 minute discussion on the candidates.*
 - *Motion passes*

- Announcements
 - December Business Meeting date will be determined when AFA decides the blocks for the hotel.
 - Would like to see the Unity BBQs continue.
 - Others would like to see maybe other Unity events used instead of BBQs.

Move to adjourn at 4:40

Motion passes

- Order of Omega Ceremony

APPENDIX: NALFO EXECUTIVE BOARD REPORTS

Yvonne Hernandez, M.Ed.

NALFO Chair Report Term 2007-2009

San Diego, CA.

May, 2009

Board

- Increased recruitment of board members
- Summer retreats-increased goal setting
- Diversity of organizations represented
- Revived committees and assigned board liaisons

Member Organizations

- Undergraduate Training Opportunities
 - Houston, TX. Meeting
 - WRGA & MGCA Partnership
 - National Cultural Greek Leadership Conference
 - Beginning discussions with NGLA
- National Board Development
 - San Diego, CA. Meeting
- Assessment Coalition
 - Opportunities to volunteer
 - Report dissemination

Member Organizations, cont.

- Industry value
 - Legitimacy as an umbrella group
 - Relationships w/ interfraternal partners (AFA, NIC, NPC, NPHC, WRGA, MGCA, NASPA)
- Updated website
- Increased relationships with campus professionals
 - Contact w/100+ campuses
- Nationally published articles
 - Diversity in Higher Education
 - Hispanic Outlook on Higher Education

Outside Stakeholders

- Continued presence
 - Participation in Assessment Coalition visits (4 schools)

- **Presentations @ AFA & NASPA**
- **NASPA Reception w/ interfraternal partners**
- **NIC Centennial Meeting**
- **Monthly phone calls with interfraternal partners**

Board Goals Summer 08

- 15 identified action items
- Accomplished 11 of the action items
 - Fall 08
 - Filling board positions (PR, Parli Pro, RVC)
 - Increased press releases to outside partners
 - Publications/interviews on Latino Greek movement
 - Website update
 - Revive committees/Board liaison
 - Judicial ad-hoc committee
 - Spring 09
 - Preparing for San Diego Meeting
 - Identifying additional resources for website
 - Transitions for incoming officers

Where We Are...

- Located on 253 campuses around the country
 - Northeast Region-37
 - Mid Atlantic Region-59
 - South East Region-29
 - Mid West Region-39
 - Great Plains Region-48
 - West Region-41

For the Future...

- Work with AFA to finish NALFO Resource Guide
- Strategic Plan
- Branding NALFO & Looking at mission statement
- Non profit status & sponsorships
- Research on student satisfaction & demographics
 - Center for Study of the College Fraternity
- Continued training opportunities for member organizations

It's been a pleasure to serve you!



Director of Finance NALFO Report

May 5, 2009

By:

Brenda Medina

DOF 2005-2009

Contact info: melodia02@yahoo.com

(201) 673-4604

DOF 2 year Term Accomplishments

- Completed Monthly/Quarterly/Annual Financial Statements from FY 2005- FY 2008.
- Created Financial policies and procedures
- Created and Maintained Operating and Special event budgets yearly.
- Continue the Successful Financial Management of NALFO Financial Position.
- Maintained oversight and management of finances in all areas without a supporting committee.
- Provided Leadership and Guidance to Sponsorship Committee to successful acquire sponsorship on NALFO's behalf.
- Assisted all sub-committee's and officers with all financial activity: BM/Convention ,Unity BBQ, St. Judes, etc.

2008/2009 Accomplishments:

- Reconciled all Cash accounts, including Pay-pal, Google, BOA and Petty Cash for **Twelve** months end December 31, 2008.
- Prepared *Monthly* Balance Sheet, Income Statement and a full detail financial summary for expenses and revenues, including Budget Variance report.

- Enforced Accounting Policies and Procedures.
- Tracked and Reconciled Memberships Dues for FY 2008 and FY 2009.
- Research Accounting software: recommendations to be presented to new elected DOF.
 - **Solution must have online access and virtual office capability.**
- Managed to the Final Operational Budget for FY 2008 and created Budget for FY 2009.
- Worked on financial matters with committees as the need was presented. (Unity BBQ, BM, St. Judes).
- Led the sponsorship/partnership committee to successfully complete our governing documents. (Guidelines, Sponsorship Form, and Committee Charter)
 - **Successfully held the monthly calls coordinated by Michelle Maday (Thank you)/ and now co-chair to Maria**
 - **Due to lack of resource and time on my part I had to step down from the leadership and participation of this committee and the committee has successfully continued to move forward.**

Outstanding Items

- Fill the positions under the Finance Committee Status:
 - **Lack of involvement**
- Start a committee under the Reporting VP to research and initiate Tax exempt Status.
 - **No volunteers in this area and therefore funds in our operational budget to start the preparation of this initiative as well as a Tax Accountant. This was shifted to FY 2009 due to finance commitment.**
- Audit all Financial Statements presented and distributed to the general membership for Review. (FY 2005- FY2009)
 - **Falls in line with previous goal, due to lack of involvement we are outsourcing this activity.**
- Tax Returns and Tax Except status to be filed after audit.
- Implement an Accounting Software
- Note: I'm committed to assist the next DOF to complete these items as part of the finance committee.

Risk and Lesson's Learned for Financial Management

Financial Update

Twelve Months ended year end December 31, 2008

- **Total Revenue:** \$ 47,394.02 composed of 41% membership dues, 26% Business Meeting registration-Houston, 15% St. Judes, and 9% of Unity Greek BBQ's, 8% Business Meeting-Denver and 1% Refunds.
- **Total Expenses:** \$48,156.98 composed of 24% Travel, 20% Business Meeting-Houston Expenses, 15% St. Judes, 14% Unity Greek BBQ, 12% Business Meeting-Denver General, and 6% Administrative Expenses, 4% RVC Exps, 3% Previous Year payback, and 2% Marketing.
- **Total Net/Loss Income:** (\$762.96) net loss due mainly to the Unity BBQ unexpected losses, and Business Meeting losses. See Financial Statements for further detail.

Notes to the Financials

- Total Assets are \$19,849.02 with Net Cash and Cash Equivalent Balance of \$12,788.02 plus Accounts Receivable of \$7,061.00 off set by Accounts Payable of \$8,798.38. Leaving a Equity of \$11,050.04.
- Accounts Receivable Balance of \$7,061
 - **\$5,000 from General Electric – sponsorship for Houston BM**
 - Check has been issued to NALFO by GE as of April 2009.
 - **\$1,271 Refund to advance due from West Coast Unity BBQ**
 - **\$790.00 Misc Items due to timing, issued in FY 2009**
- Cash positive standing is mainly due to fewer expenses from operating activities. The Board has taken a strong conservative management of funds and review of Expenses and shift of expenses into 2009, where possible.
- Operations Revenue to expense reflects Membership Dues of \$19,280 applied Administrative, RVC, Marketing, and Travel expenses of \$17,434.48 in total.
- Accounts Payable Balance Total of \$8,798.38,
 - **St. Judes: \$6,411 from QMP, and \$788 from Unity BBQ West Cost Softball Tournament**
 - **Completed all payments to Carlos Bernal for past expenses incurred on behalf of NALFO.**

Major Financial Activity

□ Business Meeting -Houston:

■ **Total Revenue \$12,135, and Total Expenses \$9,731.48 total net income of \$2,403.52. This event was a financial success mainly due to the sponsorship funding, however it was offset by more than anticipated attendance; and in correlation there were higher expenses,**

Speaker Expense, and unforeseen Room and service charges.

□ Business Meeting- Denver :

■ Total Revenue \$3,955.00, and Total Expenses \$5,737.47 total net loss of (\$1,782.47). This event was a financial un-success mainly due to less than anticipated attendance; and in correlation there were higher expenses for meals due upon deadline.

Cont: Major Financial Activity

□ St Judes:

■ Total Income to be distributed to St. Judes \$7,200.31

▫ \$6,411.59 from *Quest for Million Pennies*.

· *Lambda Theta Phi Latin Fraternity, Inc. 3,000.00*

· *Hermandad de Sigma Iota Alpha, Inc. 2,012.00*

· *Alpha Psi Lambda-National, Inc 275.30*

· *Lambda Pi Chi Sorority, Inc. 210.79*

· *Arizona State University 250.00*

· *Gamma Zeta Alpha 663.50*

· These totals do not include any funds paid directly to st. Judes

▫ \$788 collected by *West Coast Unity BBQ Softball tournament*

□ Unity Greek BBQ: Total Revenue: Total Income \$4,462.28, Total Expenses \$6,682.20, Total Net Loss \$2,220. Note: Mid Atlantic BBQ suffer the biggest loss due to a default of a Sponsor of est.\$2,500

Year vs. Year Comparison 2005-2008

Friendly Reminders and Thank you's

□ Reporting Schedule

■ 45 Days for Quarterly Reporting

▫ Jan, Feb, March due May 15th

▫ April, May, June due August 15th

▫ July, Aug, Sept due November 15th

■ Oct , Nov, Dec due March 15th of following year (90 Days for year end)

□ Thanks to the Board for constant Support

□ Thanks to the Sponsorship/Partnership committee

Public Relations Report Spring 2009

- ❑ Successfully launched & publicized new NALFO web site: <http://www.nalfo.org/> & new contact e-mail: nalfo98@gmail.com
- ❑ Published & disseminated all NALFO Press Releases
- ❑ Created a NALFO National Media Kit for inquiries & compiled various research & scholarly articles on Latino/a fraternities and sororities, all available on web site
- ❑ Coordinate the 2008& 2009 St. Jude's Quest for a Million Pennies, NALFO's philanthropy
- ❑ Served and will participate as the NALFO representative at the following programs:
- ❑ Keynote speaker at the Texas A&M University Multicultural Greek Leadership Conference, Houston, Texas – February 2009
- ❑ North-American Interfraternity Conference (NIC) Undergraduate Interfraternity Institute at Indiana University – June 2009
- ❑ Co-Chair of the 2009 National Association of Student Affairs Professionals Institute on Black and Hispanic Greek Letter Organizations, Texas A&M University – September 2009

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NALFO Director of Recording Spring 2009 Business Meeting

- Will work with Juan Guardia on moving NALFO Representatives Group functions to new web site
- Hope to have a new e-mail distribution list set up by end of the summer

Kelvin Rodriguez

Director of Parliamentary Procedure

- Co-Chair Membership Review committee
 - Successful review of 21 Member organizations
- Successfully collected a call for proposals and proposal submission form
 - Total of 12 Amendments Submitted
 - 1 Approval of Local Council (University of Delaware)
- Oversee Spring 2009 NALFO BOD Elections
 - Total 9 Candidates/9 Open Positions
 - Finance Chair & Western Region RVC-No Applicants
 - Previous Vacancies (Great Plains/Midwest Region)
- Order of Omega Inductions-11 New Members
- Filled Northeast RVC Position-March 2009-Jarrold Cruz-Cornell University
- March 2009. *Avanzando el Movimiento Fraternal: Advancing the Latino/a Fraternal Movement*. Presented at the Florida Hispanic-Latino Collegiate Forum, University of Florida, Gainesville. (W/J. Guardia)

South East Regional Report Spring 2009

Accomplished

- Supported UM NALFO Council in March for their Greek Beef workshop
- Represented NALFO on a panel @ FIU
- Held a workshop at the National Latino Collegiate Conference @UF
- Supported many events of the orgs in the region (including MGC & NPHC)
- Worked on Council constitution and bylaws with the other RVC's

Future Plans

- A Georgia meeting
- Continue to support events
- Work on a regional event and community service

Current status of the SE

Positive

- Members & Universities are reaching out to me for help and support
- I am getting more interest in NALFO Councils
- Schools/members want to learn more

Negative

- Undergrads still feel lack of unity and know it's their fault
- Hate Strolls

Mid-Atlantic Update

San Diego, CA

May 2009

Lisette M. Garcia

Mid-Atlantic RVC

Mid-Atlantic Goals '08

- Include Washington DC in region officially
 - **Proposal put forth to membership was passed!!**
- Continued communication with the region.
 - **Utilized the Mid-Atlantic Yahoo Listserve**
 - **Utilized the Facebook group**
- Bring awareness of NALFO.
 - **Campus visits throughout the region continued**
 - **Reached out to Greek Life Advisors**
 - **Participated in several student run events in the region**
 - **Organizing a NALFO 101 presentation for Spring '09**

Mid-Atlantic Goals '08 Cont...

- Organize unity, leadership, and networking events in the region.
 - **Organized the summer Unity Bbq in Philadelphia, PA**
 - **Organized a alumni networking event in NJ**
- Support and assist the organizations in the region through the establishment of local councils.
 - **First regional council in the region was established at the University of Delaware!!!**

Mid-Atlantic Goals '09

- Increase Community Involvement
- Increase Marketing of NALFO
- Strengthen our Bond
- Highlight the Accomplishments of our Member Organizations
- Maintain Open Lines of Communication

Steps Taken Towards Achieving '09 Mid-Atlantic Goals

- Collecting Organizational Achievements
 - **Awards, Accolades, other Recognitions either from Universities or surrounding communities**
- Compiling Upcoming Events
 - **Regional calendar template created**

- Updating Contact Information
 - **Database is located on the Mid-Atlantic Yahoo group**

Mid-Atlantic Regional

Vice Chair

- Thank you for 2 great years!

OFFICIAL

NALFO WESTERN REGION

MICHELLE POAKWA

Western Regional Vice Chair

May 1, 2009

Accomplishments & Current Events

- ❖ Update on 2008 Western Unity BBQ and Softball Tournament
 - ❖ Lambda Theta Alpha and Phi Iota Alpha 2008 Softball Champs
 - ❖ Raised \$788.72 for St. Jude Children's Research Hospital

- ❖ Represented NALFO at the:
 - ❖ Western Regional Greek Association & National Cultural Greek Leadership Conference

- ❖ NALFO Local Council Interest:
 - ❖ Cal State Poly Pomona

- ❖ Updated and Finalized Local Council Proposals

Contact Me

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