

October 23, 2024

Dear Chapter Leader,

We hope this message finds you well. As we embark on our transition to *ChapterSpot*, we want to express our commitment to maintaining transparency throughout the entire process. Your feedback has been invaluable, and we want you to know that **we heard you**—loud and clear. This change is about enhancing the membership experience for all, and we are excited to move forward with a system that will better serve the needs of our chapters and all members.

We want to ensure that you feel fully informed and supported during this transition. Over the next few months, we will provide clear, detailed instructions for every step of the process. This includes:

- Regular Updates: Expect regular communications about the timeline, key milestones, and what you can expect at each stage.
- Training and Resources: We will offer Town Halls, written guides, and step-by-step directions to ensure you, and your teams are comfortable using *ChapterSpot*.

Although our official transition won't occur until February 2025, we want to equip you with as much information as possible. Transitioning to *ChapterSpot* will give all members a single signon experience under the AGR connect branding. This experience will also offer an enhanced financial management tool through AGR connect, called *Greekbill*. All chapters will be expected to utilize *Greekbill* to organize and track their chapter finances by August 1, 2025.

In preparation for our February 2025 launch, we know that although your chapter has not used Vault Billing, we still want to give you the opportunity to join us over the next few weeks as we continue to share information and answer questions. We are offering a variety of Town Hall meetings to answer questions about our transition to *ChapterSpot*. Please click on the date and time for the Town Hall you would like to attend, share your name and email address, and you will receive an automatic email with a Zoom link.

## **Town Halls for all members:**

- Tuesday, 10/29 @ 7-8pm CST
- Wednesday, 10/30 @ 11am-12pm CST
- Sunday, 11/10 @ 2-3pm CST
- Wednesday, 11/20 @ 2-3pm CST
- Wednesday, 11/20 @ 7-8pm CST

## **Town Halls for Collegiate Members:**

- Tuesday, 11/5 @ 6-7pm CST
- Tuesday, 11/12 @ 10-11am CST

- Tuesday, 11/12 @ 3-4pm CST
- Monday, 11/18 @ 11am-12pm CST

## **Town Hall for Alumni:**

- Tuesday, 11/5 @ 7:30-8:30pm CST
- Thursday, 11/7 @ 10-11am CST
- Monday, 11/11 @ 6-7pm CST
- Tuesday, 11/19 @ 6-7pm CST
- Thursday, 11/21 @ 9-10am CST

At the core of this transition is our goal to provide the best possible experience for our members. In the coming months, we will continue to send reminders, key action items, and comprehensive training opportunities for you to take advantage of. Please keep an eye out for our communication, and do not hesitate to email any questions or concerns to chapterspot@alphagammarho.org. We are committed to making this transition as smooth as possible for everyone involved.

We are confident that, together, we can make this an exciting new chapter for Alpha Gamma Rho. Thank you for your leadership, patience, and dedication throughout this process.

Sincerely,

AGR ChapterSpot Transition Team