

Seminole Clubs® Frequently Asked Questions

Q. What is the difference between a Seminole Club® and Chapter?

A. In order to be a Seminole Club® it is required that an area have an alumni population of at least 250. For regions with less than 250 alumni, a Seminole Chapter can be created. Both clubs and chapters are assigned an Alumni Association liaison for support and guidance. The key difference between clubs and chapters is funding; clubs in good standing will receive a yearly stipend, while chapters do not.

Q. Where can I find information about club requirements?

A. The latest club requirements are always posted online on our [Resources for Seminole Club Leader web page](#) under the “Requirements” tab, along with the necessary forms. If you have trouble finding the forms online, please contact Keith Cottrell at kcottrell@fsu.edu or 850.644.2298 to have the forms emailed to you.

Q. What are the annual requirements and deadlines for Seminole Clubs®?

A. During the course of the fiscal year, Seminole Clubs® are required to host one athletic event, one academic event, and participate in Seminole Service Day. Clubs must also complete the planning calendar, executive summary and officer slate forms by July 8 (all forms can be found at on the Club Leader Resource web page under the “Marketing” tab). Additionally all Seminole Clubs® are required to submit financial reports twice annually (January 15 & July 8).

Q. How do I send out an email to all alumni in my area?

A. The FSU Alumni Association is able to assist Seminole Clubs® with email marketing and promotion of club events that adhere to university policies. All marketing request forms can be found on the [Resources for Seminole Club Leader web page](#) under the “marketing” tab. Event details must be final before the request form is submitted. Forms must be submitted **at least 21 days in advance** of your event or deadline. Contact Cristian Gonzalez Mendez at cgonzalezmendez@fsu.edu or 850.645.8133 questions you may have.

The FSU Alumni Association will provide special event eBlasts for each Seminole Club® on an annual basis. Due to the volume of requests we receive throughout the year, there may be periods when we are not able to fulfill all marketing requests. Alumni Association staff will contact you via email to confirm the marketing plan for your event(s).

Q. Can the FSU Alumni Association provide me with contact information of alumni in my area?

A. The FSU Alumni Association can provide the club with a list of alumni and Seminole Boosters in your area. However we are unable to provide clubs the email addresses for local alumni. Clubs and chapters are encouraged to collect constituent data at events to be used by the club/chapter in the future. Clubs and chapters can also request emails to be sent out by the FSU Alumni Association on their behalf (see previous question).

Q. What should I do with constituent data?

A. Any constituent data (phone number, email address, etc.) collected at a club event should be copied and emailed to Beth Edwards at baedwards3@fsu.edu.

Q. What are some examples of successful fundraisers that other clubs & chapters have organized?

A. The best fundraisers are those events that are tailored to your local community. Alumni in different cities and communities have their own personality and clubs should take this into account when planning fundraisers. Please contact your alumni staff member with any questions.

Q. What types of events should our group consider hosting?

A. You know your community best and what events will appeal most to your alumni. Activities and programming ideas can be found in the Seminole Club® handbook. Event timeline and tips can also be found in the handbook. Keep in mind that a few really well done events throughout the year are better than frequent yet poorly planned events.

Remember, in order to be in compliance with Seminole Club® general requirements your club must hold one athletic event, one academic event and participate in Seminole Service Day.

Q. Who do I contact with event insurance questions?

A When working on an event with insurance needs contact Wendy Roth at wroth@holmesmurphy.com. Wendy is the liaison for the FSU Alumni Association at Holmes Murphy

& Associates.; she will help club leaders with all insurance needs. When emailing Wendy, please copy Keith Cottrell and David Overstreet at doverstreet@fsu.edu and your Seminole Club® liaison on all communications.

Q. What is Leadership Conference all about?

A. Leadership Conference is a way to bring club leaders together from across the country so they can interact and share ideas, as well as receive training and updates from the FSU Alumni Association. It is also a great time for the FSU Alumni Association to hear from our volunteers. Leadership Conference is designed to benefit both the leaders and the FSU Alumni Association, to strengthen the entire Seminole Club® network.

Q. Are Seminole Clubs® & chapters allowed to charge local membership dues?

A. Local clubs and chapters are not permitted to charge membership dues.

All FSU alumni, fans, and friends are encouraged to join the FSU Alumni Association. Being a member of the FSU Alumni Association automatically grants members access to the network of Seminole Clubs®.

Q. When is the club stipend check disbursed*?

A. Club stipends cannot be disbursed until **ALL** required events, reports and financial statements are complete. Once the FSU Foundation accepts the final copy of club financials, the stipend check will be disbursed. This will generally occur at the end of July or beginning of August.

*Only clubs in good standing receive stipends, chapters do not receive funding.

Q. When will clubs receive their personalized codes to shop on the Online Marketplace?

A. Clubs will receive their personalized codes to use in the Online Marketplace once their Year-End Reporting Documents have been turned in (due in July). This includes the Executive Summary, New Officer Contact Information, and the Code of Ethics to be signed by your top four board members. These can all be found under the "Resources for Club Leaders."

Generally in late July, the FSU Alumni Association receives football posters from the Seminole Boosters. Once we receive the posters we will have them added to your Online Marketplace order. You will not need to add these to your cart, they will purely be shipped with the rest of your items.. **Date and quantity of posters received by clubs will fluctuate annually.**

Q. Can we get any autographed sports memorabilia to auction for a fundraiser?

A. Due to high demand, there is a very strict limit of three items. If items are being signed by Coach Fisher to be used as a door prize it **MUST** go through the compliance office first.

The memorabilia office is open from September 1 through the middle of November. The office will reopen the day after National Signing Day through May 31.

Contact Keith Cottrell at kcottrell@fsu.edu or 850.644.2298 with questions about FSU's memorabilia policies or to obtain the Charitable Donation form.