

Revised Minutes from OX/BZ Alumni Board Meeting

Saturday, January 21, 2018 at 10:30 a.m. at Beta Zeta Chapter House - Theta Chi

Reported by Stefan Scholl, Secretary

Meeting called to Order by Mike Janz, President at 10:39 a.m.

Present: Mike Janz, Ken Marlin, John Ringlein, Stefan Scholl, Ken Bachulis, Len Brunkey, Mike Turco, Tim Conroy

Absent: Dave Bedells

Guests: Jim Harvin, Wes Wicker and David Carico (Columns Fundraising)

Prior to the meeting being officially called to order, the V.P., Sec'y and Treas. of the Undergraduate Chapter gave a brief presentation to the Board regarding the undergraduate chapter taking responsibility for damages to the house, and the taking of disciplinary action by the Undergraduate Chapter EC to deter damaging behavior in the future. Also discussed were the following: efforts to improve participation in house cleanups by the active brothers; restrictions on social events taking place on the main floor; collection of dues from undergraduate members; and the upcoming Theta Chi National Convention in Las Vegas in July, 2018.

1. Minutes from the Regular Board Meeting of December 14, 2017 reviewed. Motion to approve by Janz, seconded by Brunkey, passed unanimously.
2. President's Report: Mike Janz thanked Wes Wicker for putting on a presentation the day before in East Lansing at the Hall of Fame Café for several members of the Board (Janz, Marlin, Ringlein, Scholl, Bachulis, Brunkey & Harvin) regarding best fraternity practices.
3. Report from Wes Wicker and David Carico (Columns Fundraising). Columns Fundraising presented its Capital Campaign Feasibility Study for the Board with the following recommendations: (1) Based in part upon interviews of key alumni already completed and electronic survey responses, the presenters believe that the Board can conduct a 12-month capital campaign (the first six months of which would be silent) and raise \$750,000 from alumni, with the possibility of raising that goal to \$1-1.25 million based upon results of the silent campaign; (2) the presenters recommended adding a planned giving component to the campaign, with such gifts not included in the campaign goals set forth above. Columns proposed acting as our consultant for the capital campaign at a cost of \$6,000/month for twelve months.
4. CAB Report: Tim Conroy met with the EC regarding the house being in shambles over Christmas Break. Tim introduced himself to the new EC, discussed the damage to the Room 5 door and the state of the house, and gave the EC suggestions as to how to improve. Tim indicated that he is willing to volunteer as Chair of the Undergraduate Chapter Advisory Board.

MOTION: John Ringlein made a motion, seconded by Conroy, to re-form the Chapter Advisory Board as a distinct and separate entity from the Alumni Corp. Board with its own separate meetings. The duties and purposes of the Chapter Advisory Board, along with procedures and job descriptions, will be determined jointly by the Alumni Board and

Chapter Advisory Board, with execution to be carried out solely by the Chapter Advisory Board. The motion passed unanimously, and the following individuals volunteered to serve on the Chapter Advisory Board in the following capacities:

Tim Conroy, Chair - Mentor to President and Social Chair

Ken Marlin & Mike Turco - Mentors to Vice President

John Ringlein - Mentor to Treasurer and Secretary

Len Brunkey - Mentor to Pledge Marshall

Ken Bachulis - Mentor to House Manager

Stefan Scholl - Mentor to Philanthropy Chair

Brian Case and/or Tom Sleva were mentioned as possible Mentors for Activation/Ritual

Jim Harvin, along with Mike Janz and Tim Conroy, volunteered to help develop written policies, procedures, etc. for the undergraduate Chapter Advisory Board to be considered by the Board.

5. Mike Turco reported on risk management issues.

MOTION: A motion to formally adopt the Theta Chi National Fraternity's FIPG Risk Management Policy dated January, 2013 as the official policy of the Alumni Corp. was made by Mike Janz, seconded by Ken Bachulis and passed unanimously.

It was further agreed that the "House Rules" and leases will be reviewed by Mike Turco (leases) and Stefan Scholl (rules), and that Ken Bachulis (undergraduate members) and Len Brunkey (pledges) will be in charge of getting the House Rules signed once they have been reviewed, revised and approved by the Board.

6. Alumni Relations Report: Len Brunkey put together a bio for the President of the undergraduate chapter which will be included in a newsletter being communicated to alumni.
7. Alumni Facility Manager Report: Ken Bachulis met with Corey, our contractor, who fixed the floor joists which were damaged prior to Christmas Break, and is working on the insurance findings for Holmes Murphy. Holes in the drywall have been repaired and painted and the third floor shower leak fixed. One new finding is a broken window in the basement. It is believed that an unknown individual who was not allowed entry into the house for a social event may be responsible. The room 5 door repair invoice will be forwarded to the EC for payment upon receipt. The EC has also agreed to pay for the floor joist repair.
8. Delphic Fund Trustee Report: Jim Harvin asked the Board to approve financing from the Norwich Housing Corporation for up to \$500,000 at 6.25% interest with a 15 year amortization project for the planned renovation project. The intention is that this would be short-term financing, with no prepayment penalty, and that draws would be taken

from this amount only as necessary. The loan would essentially be a line of credit secured by a first mortgage on the chapter house.

MOTION: A motion to approve said financing was made by John Ringlein, seconded by Mike Janz, and passed unanimously.

MOTION: A second motion was made by Mike Turco and seconded by Tim Conroy that Board approval of all capital expenditures be required. Funds cannot be distributed from the Delphic Fund for capital improvements or any other purpose without prior Board approval of Budget and/or Construction Phases. Motion passed unanimously.

The Board discussed the work of the Long Range Planning Committee, consisting of Jim Harvin and Ty Damon, which encompassed planned renovations to the undergraduate chapter house and fundraising. The Board thanked the Long Range Planning Committee members for their service, and there was consensus that Jim Harvin chair a new "Building Committee" which would consider project design, construction "phasing", plans and materials for the planned renovation project. Any Board members interested in serving on the "Building Committee" are welcome to do so and should contact Jim Harvin immediately for meeting dates and times as time is of the essence and materials for this Spring/Summer's planned improvements will need to be ordered soon.

9. Retention of Columns Fundraising. The Board unanimously authorized Jim Harvin to negotiate the terms of a proposed consulting contract with Columns Fundraising for a capital campaign at a cost of \$4K/month for eighteen months, with more key alumni to be interviewed prior to commencement and guaranteed performance standards. Jim will discuss with Columns Fundraising and report back to the Board.
10. V.P. Report: Ken Marlin, National Fraternity Liaison, reported that 300 undergraduates attended Theta Chi University, and that the undergraduate chapter was doing a good job hosting the event.

MOTION: Len Brunkey made a motion, seconded by John Ringlein, that the Board authorize the expenditure of up to \$2,500 to send undergraduate representatives to the 162<sup>nd</sup> Theta Chi Fraternity annual convention in Las Vegas in July. Motion passed unanimously.

Meeting Adjourned at 3:06 p.m.

Respectfully submitted: Stefan Scholl, Secretary

Next Board meeting scheduled for Thursday, February 8th at 7:00 p.m. by teleconference.  
Dial-In Number: (267) 930-4000      Participants: 388-702-603

Next Annual Meeting of Members - Homecoming, Saturday, 10/6/2018 at 9:30 a.m.