

Minutes from OX/BZ Alumni Board Meeting

Sunday, June 24, 2018 at 10:00 a.m. at Kellogg Conference Center in East Lansing, MI

Reported by Stefan Scholl, Secretary

Meeting called to Order by Ken Marlin, President/Vice-President at 10:25 a.m.

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

Absent: None

Guests: Jim Harvin, Wes Wicker

1. Approval of May 10, 2018 Minutes.

MOTION: John Ringlein made a motion, supported by Ken Bachulis, that the minute of the May 10, 2018 teleconference meeting of the board be approved. Motion approved unanimously.

2. President/Vice-President's Report: Ken Marlin. Preparations are being made for the August 18<sup>th</sup> board of directors/undergraduate executive counsel retreat at John Ringlein's cottage in Buchanan, MI. Tentatively, Ken Marlin, John Ringlein, Ken Bachulis, Tim Conroy and Len Brunkey plan on attending on behalf of the Board. Tim and John will create an agenda in collaboration with other board attendees. Possible agenda items include the following: Code of Conduct, House Rules Enforcement, Out-of-House/In-House ratio, Kitchen/Social Events, Mandated Action Items, and Making Living In-House Mandatory. Wes Wicker also volunteered to help with the retreat if we are interested.
3. The National Convention will be held in Las Vegas, NV. Undergraduate Drew Jones will be driving from San Diego. Len and Barrett Brunkey, along with Ken Marlin, will also attend.
4. Mike Janz has offered to fill the office of Vice-President for the rest of this term until Homecoming. Ken Marlin thought it would be helpful to have Mike help him out with the Mandated Action Items.

MOTION: John Ringlein made a motion, supported by Tim Conroy, for Mike Janz to fill the office of Vice-President until Homecoming. Motion passed unanimously.

5. Secretary's Report: Stefan Scholl. The corporation's 2018 Annual Report has been filed with the State of Michigan. There was some discussion regarding setting up a separate bank account to receive donations for the Capital Campaign.

MOTION: Stefan Scholl made a motion, supported by Ken Bachulis, to file a certificate of assumed name for the corporation of "Delphic Endowment Fund" and to set up a separate bank account with either Jim Harvin and/or John Ringlein as signers, with all expenditures requiring approval of the Board of Directors. Motion passed unanimously.

Stefan Scholl and Jim Harvin will work on preparing language for board review and approval with respect to the Delphic Endowment Fund spending policy to be approved by the Board of Directors and published to donors.

Stefan Scholl will work on proposed language for a Bylaws amendment to repeal the anti-nepotism provision.

6. Treasurer's Report: John Ringlein. The undergraduates were charged six (6) times for damages last year and all damage invoices have been paid. There was a discussion regarding the 2018/19 budget and among the items discussed was whether the Alumni Corporation should charge a "House Fee" or "Parlor Fee" to out of house brothers who for usage of the house.

MOTION: Stefan Scholl made a motion, supported by Len Brunkey, to charge out-of-house brothers \$50.00 per semester beginning with the Winter 2019 Semester. The fee would not be applicable to brothers who have lived in the house for 2 years. After discussion, Ken Marlin made a motion to table the matter, supported by John Ringlein, which motion passed unanimously. The motion to charge an out-of-house fee was tabled and it was agreed that this issue will continue to be discussed.

7. 2018/2019 Budget was discussed, particularly including whether to include a line item for a professional cleaning service and whether a "Deferred Maintenance/Capital Improvement" line item should be added to the budget.

MOTION: Stefan Scholl made a motion, supported by Len Brunkey, to approve the 2018/2019 budget as prepared by the treasurer, with the cleaning budget to be administered by the alumni facilities manager in his discretion, and with a "capital reserve/deferred maintenance" line item in an appropriate amount to be determined by our accountant. Motion passed unanimously.

8. CAB - We are still looking for volunteers. Rob Klein has indicated a willingness to be part of CAB.

9. Alumni Relations: Len Brunkey. Taking before and after photos of the construction project. Looking for story ideas - the many legacies currently in the undergraduate chapter was agreed to be newsworthy.

10. Alumni Facilities Manager: Ken Bachulis. Kevin Ringlein is going to be the new House Manager. Priorities will be keeping the house clean and reporting damage immediately. Currently planning for kitchen service and hopeful a steward position will be implemented. The undergraduate V.P. oversees day to day management of the house, including the steward and house manager positions. We will need to buy dishes, silverware, etc. for food service.

MOTION: John Ringlein made a motion, supported by Ken Bachulis, to nominate Ken Marlin as CAB Kitchen Liaison to the undergraduate chapter. Motion passed unanimously.

The graffiti has been removed using magic erasers and paint. The contractor will clean the entire house after renovations are completed this summer. The fall move in date is tentatively August 24<sup>th</sup>. Ken Marlin will look into obtaining/installing security cameras for the front and back doors and foyer areas.

11. Delphic Fund: Jim Harvin. Have not yet had to allocate the \$45K currently on hand to the construction project. Will look at adding wainscoting to the second floor bathroom.
12. Capital Campaign: Wes Wicker. Need more captains for the Capital Campaign. Wes is working on the "Case for Support" PDF Brochures to be mailed/emailed out to our list of top potential donors. Board Members are being assigned names of potential donors to contact.
13. New Business: Mike Turco Resignation. Due to familial obligations, Mike Turco has indicated he is resigning from the Board.

MOTION: John Ringlein made a motion, supported by Ken Bachulis, to accept Mike Turco's resignation due to family obligations with great reluctance. Motion passed unanimously.

14. Adjournment:

MOTION: John Ringlein made a motion, supported by Ken Bachulis, to adjourn. Motion passed unanimously.

Meeting adjourned at 3:28 p.m.

Respectfully submitted,

Stefan Scholl, Secretary

**Recording ended**