

**Alumni Organization, EHZ of LXA
Board of Directors Meeting, 12/10/11**

- 1) Call to order (11:09 A.M.)

- 2) Attendance
 - Doug Hancher -- President
 - Pete Reale -- Treasurer
 - Mike Morganti – Secretary
 - Nick Richardson – Member at Large
 - Ricky Rielly – House Operations Manager
 - Brian Orecchio – High Alpha
 - David Colyer– High Tau
 - Oliver Schultz – High Rho
 - Zack Rajter – House Manager
 - Craig Hoffstein – High Alpha Elect
 - Tom Reale – ACB Member

- 3) The minutes from the 10/1/11 meeting were approved as presented 7-0-0.

- 4) Report on Administration
 - Doug welcomed Ricky to the board.
 - Doug contacted James R. Favor and they told him that the rewritten RPI SEMM is ok with them (hold harmless clause removed).
 - The board decided that we will not sponsor anyone’s trip to the LXA Mastery Circle Summit in Memphis in January, but if somebody wants to attend on their own that would be good.
 - We need to select a new corporate/chapter attorney as Bob Jacon is a judge and cannot operate a private practice and we are no longer in contact with Chris Holt. Tom Reale said that his girlfriend, Grace Wiley, is a NYS licensed attorney and has volunteered to be our new corporate/chapter attorney pending the approval of her partners.
 - The Future House Planning Committee met 3 times so far. The committee has considered possible plans for when the mortgage is paid off in 2015, including building a new chapter house, and renovating the present one with or without adding to the occupancy. There is a general consensus that a new chapter house will be beyond our means. They have contacted 2 local architecture firms, Architecture Plus and Synthesis, to inquire how they can help us with plans for a renovation. The board feels that we need to do as much ground work ourselves (deciding if we can/want to add beds, if so how many, what we would like to see changed in the present house, etc.) before we hire an architecture firm. The FHPC just needs to report their progress to the BOD by the 2/4/12 meeting; they do not need to have a finalized plan in place by then. We expect the committee to continue to meet until close to 2015, hopefully morphing into a construction committee if major renovations are undertaken.

- 5) Report on Alumni Affairs.
 - The next issue of the Lamplighter will be a paper one and will be sent out in late February or early March. The focus will be on the 75th anniversary and the issue will include a fundraising solicitation of some sort.
 - The ’11 RPI Fall Reunion/Alumni Dinner Weekend was discussed. There was little interest in campus tours, we need to not burn the chowder for the Chowderfest, the alumni ritual went well, the plaque/tree dedicated to Pat Johnston is in place, having the annual meeting at the chapter house on Saturday afternoon works very well.
 - The plans for the upcoming 75th anniversary of the chapter were discussed. There will be a formal dinner/gala held on 10/6/12 at the Troy Hilton Garden Inn. The annual meeting will be held that afternoon at the chapter house. We may hold an initiation on the morning of 10/6. We will send out an electronic communication about the 75th anniversary every 2 months starting in January.

- We have collected \$648 in alumni dues so far this fiscal year and have \$2641 in the AComB budget overall.
- 6) Report on House Operations.
- The House Operations task list was discussed
 - The patio paver project is almost complete. The contractor just needs to install the circular seal in the center and repair the damage to the lawn in the area.
 - Lansdowne is scheduled to start and complete the kitchen drywall repair project over a week's time during the semester break.
 - The professional cleaning of the common areas of the chapter house was not done. *Ricky will look into this and see about having it done during the semester break after the kitchen project is completed.*
 - It was decided that the gnat problem in the house last summer was due to a lack of screens on the windows. *Ricky will get quotes for new screens and also contact the exterminator to see exactly what they are doing for us in general.*
 - We are still waiting for the final bedroom loft regulations from RPI. This issue came up again on our most recent safety inspection report.
 - The actives are still trying to get donations so they can start the initial phase of the composite repair project.
 - RPI Public Safety has offered to do a security walk-through prior to the semester break. *Zack will contact them to set up a time for this.*
 - Ricky has suggested separating out the items used in the bedrooms (mattresses, desks/desk chairs, dressers, etc.) from the common area items in the Reserve Fund budget and charging only the live in brothers for the bedroom items via an increase in rent. *Ricky will formulate a new Reserve Fund budget to accomplish this and send it out to the rest of the BOD before the next meeting so it can be voted upon at that meeting.*
 - Fire & building safety report
 - We had a fire drill last week.
 - We had 6 violations (3 improper extension cord usages and 3 problems with fire door opening) during our recent safety inspection. These issues will be resolved before our re-inspection.
- 7) Report on Undergraduate Assistance.
- ACB Report: The relationship with the actives is much improved, all the HZ officers have sent in the needed forms, control of their area of chapter programming has been returned to the High Tau/Rho/Theta and should be returned to more officers soon with the High Kappa/Epsilon/Iota last, E-Comm has done an adequate job policing the chapter, John Minasian has resigned as faculty advisor and will be replaced by Johnson Samuel, it was decided that we do not need a full member review.
 - EHZ EF Report: The annual meeting was held 10/22 and the election cycle was changed to reflect the new annual meeting timing. The current balance is \$26,986.43. We may put about \$20,000 of this into a no-load mutual fund for now and then utilize an investment advisor when the balance grows. Chase Adams will send info on his donated legal services for inclusion in the Lamplighter. We will still award the scholarship in the spring and announce the winner at the October Reunion.
- 8) Report on Finances
- The '11-'12 YTD corporate financial report was handed out. *Doug will contact Matt Hunt to find out where the \$1990.44 debit from the beginning of the fiscal year on the RPI Agency Fund report came from.*
 - The corporate accountant's '10-'11 EOY corporate/chapter financial report was handed out in draft form. This will be finalized soon. We received an extension for our federal and state tax returns. Both will be filed soon.
 - All but 3 phone landlines in the chapter house have been deactivated and we were not billed for phone service this year by RPI.

- The laundry vendor that RPI uses is the same as we have used all along but has changed its name from Coinmach to ASI. The old contract was found and was automatically renewed until now. We signed a new contract which calls for the installation of 2 new, larger washers and dryers to replace the 3 older, smaller versions of each. We have the option to add a 3rd one of either or both if needed in the future.
 - Pete will send out a preliminary '12-'13 corporate budget to all BOD members to be voted on at the next meeting.
 - The chapter financial report was handed out.
- 9) Report on Undergraduate Affairs.
- Chapter activities report: We have 11 new initiates, we have 1 hold-over AM, the ACB is working out well, the annual food drive and watermelon bash both went well, Barker Park was cleaned only once this semester (we need to pay more attention to this), our chapter GPA is 6th among all fraternities.
 - Chapter elections were held 11/20 and the new officers take charge 12/11. We need to get a new High Tau as the one elected is going on co-op. We also need a new house manager.
 - Chapter house safety and security during the semester break was discussed.
 - A Chapter Risk Management Plan was formulated by the ACB, approved by the BOD, and will be presented to the chapter soon.
- 10) Old Business
- An E-Mail vote to approve the Chapter Risk Management Plan was held on 12/3. It passed 10-0-0 and was confirmed today 8-0-0.
- 11) New Business
- The Spring '12 chapter budget was approved 8-0-0.
- 12) Next Meeting – 2/4/12 @ 11 A.M.
- 13) Adjournment – 2:07 P.M.

ACTION ITEMS

Professional cleaning. Ricky. ASAP.
Screens & Contact Exterminator. Ricky. Next meeting.
Public Safety walk-through. Zack. ASAP.
Reserve Fund budget. Ricky. Next meeting.
Contact Matt Hunt. Doug. Next Meeting.

Respectfully submitted,

A. Michael Morganti, Secretary