

MEETING MINUTES

- I. **Determination of Quorum and Call to Order**
 - a. **Agenda Items Added/Withdrawn after publication of the agenda**
- II. **Approve April Board Meeting Minutes**
- III. **Administrative Reports**
 - a. **National Office Report**
 - b. **President's Report**
 - i. The house, AT chapter, and ATCHA are moving in a great direction. The new kitchen is a big win for the house, excited to see the interest in that grow. Working with CORE has been great.
 - ii. Webinar/conference calls with nationals have been helpful, encourage people to check it out. There is an opportunity to be more involved with the U of M AIFC team that has been dealing with issues from the Ann Arbor city council and the university, would be good to have an individual elected as a representative to that committee.
 - iii. Great progress towards our goals in the past year. Focus next year on building the participation from more alumni, in turn driving more dues.
 - c. **LLC Report**
 - i. Ed Lees. Reserves over \$100k, which is where we need to be, but would like to continue building. Goal is to pay off the mortgage, would greatly increase cash flow and ability to handle other projects or issues that arise. 20 live in leases is not a breakeven point, from past history would likely have to dip into reserves to cover costs and various maintenance issues throughout the year. 24-25 leases is the breakeven number which allows for positive cash flow and building of reserves. 21-22 is the minimum to pay the mortgage. Kitchen adds positive cash flow, is the equivalent of about 1 additional lease. Ed to put together a brief report on the mortgage, where we started, where it is currently at, etc.
 - d. **Treasurers Report**
 - i. Matt Pattulo. See financial breakdowns from the meeting powerpoint. General takeaway, we are moving in the right direction.
 - e. **Undergraduate Member's Chapter Report**
 - **House Condition** Left it in better shape at the end of the year than previous live ins. A couple holes needed patched that live ins took care of. Actives are excited to have a functional kitchen and live in chef next year with two prepared meals a day and a pantry for snacks. Relationship with CORE has been great, Dana visits once a week during dinner to get feedback from the actives. There are 20 full time leases signed for next year. Common problem in greek life with loss of participation from junior and senior classes. Current Chi Phi senior class has dropped off significantly, possibly due to the experiences they went through. Current Junior class has been active and Jimmy expects that his class will be consistently involved as they get older. Had a great turnout at Pineapples and Peanut Butter. Idea for seniors only event, scotch and cigars, with recent alumni to share stories and experiences.

MEETING MINUTES

- **Recruitment.** Fall recruitment 25 new members, new member program went smoothly. 14 new members in the winter class. About 600 hundred potential new members visited in the fall, about 300 in the winter. IFC is doing whatever they can to fight the university's proposed change in greek life recruitment that would require new members to have 12 credits to rush. Proposal originated from Royster Harper and office of student life(?). Was proposed under the guise of "bettering the undergrad experience",
- **Philanthropic Activities.** Josh Brigham annual volleyball tournament had to be postponed until the fall due the poor spring weather this year. Expect much more attendance and therefore fundraising, also a good way to get potential new members to the house. Volleyball tournament would be a good event for alumni to visit for, will communicate the date to the alumni base. Bone marrow drive with sorority at the union. Participation in "walk-a-mile". Raised \$7000 for autism awareness in the winterfest broomball tournament.
- **Risk Management.** University wide there has been an effort to reduce risk. IFC's self-imposed suspension of social activities. To get off of social suspension, house had to write a new risk management policy, had a local police officer provide a presentation, Jeff did a risk management presentation, have to work with a new IFC social committee and sober monitors following guidelines to hold social events. Chi Phi had zero violations in their social events during the second semester.
- **Financial Report.** Squared away with ATCHA. Looking to incorporate parlor dues. Any damages come out of the security deposits of the live ins, while most of the damages come from those not living in the house. Delay with getting dues from the senior class, restricted privileges to events and most of the outstanding dues were paid promptly. A bit of gap in the financial agreement (?) that was supposed to be in place for 2016, the transition from AMG to CORE was the main culprit of this.
- **COE/RLA/Alphas Academy/Congress Delegates.** This was a great program for Jimmy being able to network and learn with other alphas. Exchange of ideas with other chapters of varying sizes with different experiences. Still working on securing delegates. There are a couple actives that live in Atlanta and/or the actives that attended last year.
- **University and National Office Relations.** Michael Davis visited recently, discussed things nationals would like to see moving forward and other ideas. Was a good visit and we are in good standings with national. Jimmy spoke to Michael Azerian at alpha academy and he thinks AT is moving in the right direction and likes what he is seeing.
- **Accreditation Application.** We passed accreditation. Created and elected a position to handle the annual accreditation.

IV. Committee 2019 Goals

a. Risk Management

- i. Matt Smith. Focusing on two goals for next year. One, identifying ownership group for the house and contingency/legacy issues. Two, identifying possible risks the house is exposed to and creating action plans to mitigate.

b. Buildings and Grounds

- i. Jeff Velis. Condition of house at this time when compared to the last two years is the significantly better. Current classes and live ins are respectful of the house and property, would expect that culture to continue and even improve in the coming years. Minor

MEETING MINUTES

renovations over the summer; painting, repair/replace doors as needed, working with CORE on rekeying doors, ability to create a single master key, redoing floors in living room and library and room 3A, offering \$10/hr to undergrads to help with various projects. August 23rd move in date. Kitchen will be starting up and operating from that date on.

c. Communications

- i. Mark Saylor. Getting more commitment and participation from alumni of various generations and actives. Work with Jeff on the review and release of communications and other committees on information to include.

d. Finance

- i.

e. Networking, Events and EC Advisory

- i. Matt Herring. Combining the spring thaw or other events with the annual meeting. Alumni event in the morning followed by meeting in the afternoon. Will be starting the communication on that early in the fall. Continuing to work with the actives and alumni, events that bridge the gap between the groups. Events to recognize and create engagement with upperclassmen and alumni, getting them prepared to join the alumni group and be active members as they graduate. Networking events, homecoming event, etc.

V. Old Business

- a. Congress. Jeff Velis volunteered to represent ATCHA at congress. Nominated by Herring, seconded by Lees, accepted.

VI. Elections

- a. President. Matt Herring, nominated by Velis, seconded by Lees, accepted
- b. Vice Present. Mark Saylor, nominated by Jeff, seconded by Herring, accepted.
- c. Secretary. Brad Holmes, nominated by Herring, seconded by Velis, accepted.
- d. Treasurer. Matt Patullo, nominated by Herring, seconded by Lees, accepted.
- e. Members at Large. Jeff Velis, nominated by Herring, seconded by Lees, accepted. Ed Lees, nominated by Herring, seconded by Velis, accepted. Robert Klaffke, nominated by Herring, seconded by Lees, accepted. Matt Smith, nominated by Herring, seconded by Velis, accepted.

VII. New Business

- a. NA, addressed in various reports and committees above.

VIII. Announcements

- a. National office webinar on Tuesday May 1st at 7pm EST, Herring to send additional info with the release of meeting minutes.

IX. Adjournment

- a. Let's continue the progress and keep the boat moving forward!