

**Alumni Organization, EHZ of LXA
Board of Directors Meeting, 5/8/10**

- 1) Call to order (11:06 A.M.)
- 2) Attendance
 - Doug Hancher -- President
 - John Faricelli – Vice President
 - Peter Reale -- Treasurer
 - Mike Morganti – Secretary
 - Nick Richardson – Member at Large
 - Marty Blatz – House Operations Manager
 - Roger Grice – High Pi
 - Marc Nudel – High Alpha
 - Bay Phillips – High Tau
 - Tom Holland – House Manager
 - Geoff Seber -- Guest
- 3) The minutes from the 2/6/10 meeting were approved as presented 7-0-0.
- 4) Report on Administration
 - The proposed Greek Life Commons Agreement was signed and executed. The CLAS plan was discussed. There is a campus-wide meeting schedule for 11/6 to formulate details for these plans.
 - RPI will be hiring a new Greek Dean in the near future (Associate Dean of Residence Life).
- 5) Report on Alumni Affairs.
 - Alumni Dinner '10 went well for the most part except for the huge discrepancy in the number of actives that attended versus the number quoted to John before the event. We need to make sure that in the future we have an accurate count of how many actives/dates will be attending. We were approximately \$340 under budget for the event. It was suggested that another button be added to the alumni dues donation part of the electronic sign up for Alumni Dinner so that alumni can donate in amounts other than the 3 suggested levels.
 - The next Lamplighter is in the early planning stages. Geoff suggested we try to get it out by mid-July and offered to mail it via the RPI Alumni Office. If RPI will pick up the cost of the postage for us we may be able to mail both issues of the Lamplighter each year instead of sending one only electronically.
 - We collected approximately \$1000 in alumni dues this fiscal year.
 - We would like to have Summer Bash when the thoroughbred track at Saratoga is open so we can have some of or the entire event at the track. 7/31 was mentioned as a possible date.
 - Proposed Alumni Relations and Alumni Contributions Plans, which were formulated by Geoff and Ricky among others, were discussed. *Geoff will investigate the best way to set up an electronic payment system for donations for the EHZ EF.*
- 6) Report on House Operations.
 - The House Operations task list was discussed
 - Both ovens need either major repairs or replacement. *Marty will investigate and get quotes for replacing both ovens and the ranges with a single unit with a double oven, 6 burners, and a 4 burner sized griddle.*
 - The problem with the kitchen back splash has not been addressed yet.
 - Marty is still looking for new chairs for the library.
 - The new cushions for the chapter room couches were purchased on 5/7 but have not arrived yet.
 - The charter room cases have been completed and the furniture has been purchased and installed.

- We are on our 3rd contractor to try to get a quote on leveling the patio pavers.
 - The roof leak has been repaired for now but we need to replace all 3 membranes on the flat sections of the roof. *Marty will get a quote for this.*
 - The following items were added to the House Operations task list
 - One of the windows in the charter room is broken. *Marc will get the parts needed to repair it and Marty will see that it is repaired.*
 - Marty is looking into replacing all of the shades in the chapter house.
 - Marty will evaluate which areas of the chapter house will need painting and/or new carpeting and if need be, contract this out over the summer. We will be doing the shade, paver, and oven projects for sure.
 - We have not gotten any quotes for professional cleaning of the bathrooms and kitchen yet. *Bay will get a quote from the temp agency he investigated for the cook for workers to do this at the end of the summer.*
 - The new outlet for the refrigerator and freezer is now functional.
 - *Tom will get a quote for a sustainability assessment for the chapter house and present it at the next meeting.*
 - The new chapter workstation has been purchased and installed.
 - We will consider purchasing new tools for the chapter on a case by case basis only.
 - At our latest safety inspection we were told that a new NYS safety code may make it illegal for us to have lofted beds in the rooms. Doug read the information we had from 2005 when RPI told us what we could use for bed platforms, including why it would be prohibitively expensive to upgrade the sprinkler system. We feel that we are in compliance but will need to keep an eye on this issue.
 - Amanda's law was discussed. *Marty will purchase and install CO detectors in each bedroom and at least 1 in the common areas of each floor of the chapter house.*
 - The City of Troy is requiring us to either certify or replace our water meter. *Marty will call our plumber to see what we need to do.*
 - Fire & building safety report
 - We had a fire drill this semester.
 - We had our safety inspection with both RPI and the Troy Fire Marshall on 4/28 but did not receive the report yet.
- 7) Report on Undergraduate Assistance.
- Alex Benjamin won the '10 scholarship award. Nick has already contacted LXA International to get the award credited to Alex's RPI account.
 - Mark Bauer contacted Roger via e-mail about transferring the funds held in our name by the LXA International's Educational Foundation to our Educational Foundation. We should be able to have the money transferred soon.
 - EHZ EF Report: The annual meeting of the foundation was held on Alumni Weekend, the current balance is \$5072.73.
- 8) Report on Finances
- The '09-'10 YTD corporate financial report was handed out.
 - We really don't need phone lines for every room in the house because everybody has cell phones. We only need 1 voice line with 2 extensions (chapter room and library) and 1 FAX line (office). *Pete will contact RPI to see if we can eliminate all the other lines and thus cut down on our \$7000 yearly phone bill.*
 - The discrepancies in the Fall '09 housing/board rosters were corrected and the appropriate members billed. It was determined that we did not collect the entire amount of summer rent last summer that should have been collected because some non-RPI people who lived in did not pay all that they should have. The chapter is responsible for collecting these funds and if they do not it will reduce any potential rent rebate.
 - The Summer '10 and Fall '10 housing/board rosters should be sent to Pete ASAP so he can review them and send them to the bursar's office for billing.

- The problem with uncollected chapter bills was discussed again. Some accounts have been paid, some have not. Bay was reminded that any severely delinquent account should be turned over to collections.
 - The chapter financial report was handed out.
- 9) Report on Undergraduate Affairs.
- Chapter activities report: We currently have 84 active members (83 initiates, 1 AM) and will have 69 or 70 returning in the fall, we continue to clean up Barker Park on a weekly basis, we have purchased new sand for the volleyball court, we installed new shelves in the sports storage room, the ELC visited and his report had all excellents or above averages except for 1 item.
 - The new cook has signed a contract that makes him an independent contractor so we are not responsible for withholding taxes or worker's comp insurance. This contract was reviewed and approved by LXA International's lawyer.
 - We will have 8 or 9 people living in over the summer. The summer Alpha will be JP Trosatti, Tom will be the summer house manager, and we do not need a summer Tau.
 - We decided that we will not renew the P. O. Box in Troy and will have any corporate mail that was previously sent there sent to the chapter house. Most corporate mail is currently sent directly to the appropriate director anyways.
- 10) Old Business
- An E-Mail vote was held on 3/11/10 which read: I propose we authorize up to \$700 to complete furnishing the House Archives and Charter Room; these furnishings will be added to the reserve fund list for scheduled replacement. This vote passed 9-0-0 and was confirmed 9-0-0 today.
- 11) New Business
- The Fall '10 chapter budget was amended and approved as amended 9-0-0.
- 12) Next Meeting – 9/25/10 @ 11 A.M.
- 13) Adjournment – 3:12 P.M.

ACTION ITEMS

Investigate e-pay system. Geoff. 7/1.
Get quote for new ovens. Marty. Next meeting.
Get quote for new roof membranes. Marty. Next meeting.
Get parts for window repair. Marc. ASAP.
Professional cleaning quotes. Bay. 7/1.
Sustainability assessment quote. Tom. Next meeting.
Install CO detectors. Marty. 9/1.
Water meter certification or replacement. Marty. ASAP.
Contact RPI about phones. Pete. Next meeting.

Respectfully submitted,

A. Michael Morganti, Secretary