



# Agenda

## Regular Meeting of the DTHC BOD

**Date:** Tuesday, January 16, 2018

**Place:** Conference Call

**Time:** 9:00 am

**CALL TO ORDER - President**

**ESTABLISHMENT OF A QUORUM – President**

**APPROVAL OF MINUTES – November 22, 2017**

**APPROVAL OF AGENDA – January 16, 2018**

**AGENDA ITEMS FOR ACTION / REVIEW - Secretary**

**Agenda Item #1**

Investment of Luxton Funds

**Recommendation:** That the Board decide whether or not to invest the Luxton Fund into a no-load Vanguard mutual fund account given the low amount of cash flow following the last payment of the Pennington contract.

**Agenda Item #2**

Individual Lease Agreement with DTCSN

**Recommendation:** That the Board decide whether or not to have individual lease agreements with the collegiate members of the DTCSN - reference Sigma Nu Fraternity best practices.

**Agenda Item #3**

Lease Enforcement

**Recommendation:** That the Board discuss and develop ways to detect lease infractions quickly and take action.

**Agenda Item #4**

DTAAB Communications

**Recommendation:** That the Board determine the best means of communication with the DTAAB, Director and co-chapter advisors.

**DTHC Agenda**  
**January 16, 2018 (Continued)**

**Agenda Item #5**

Solicitation for bids 2<sup>nd</sup> floor renovation / upgrades

**Recommendation:** That the Board approve developing a bid solicitation for the 2<sup>nd</sup> floor renovation / upgrades.

**Agenda Item #6**

Update Fitzpatrick Contract

**Recommendation:** That the Board receive an update on the Fitzpatrick contract, specifically use of an interior design architect (Bill Ryals, Modern Organic Architecture).

**Recommendation:** That the Board develop guidelines for Terry Hackenbruck, contracting officer's representative (COR).

**Agenda Item #7**

Summer Occupancy

**Recommendation:** That the Board approve release of a letter advising the DTCSN of summer renovation / upgrade work.

**Agenda Item #8**

Summer Alumni Work Party 2018

**Recommendation:** That the Board decide whether or not a 2018 alumni work party is needed.

**Agenda Item #9**

Outstanding Obligations

**Recommendation:** That the Board receive a financial report from the Treasurer, specifically, outstanding obligations, e.g. Pennington, Waterproofing, Property taxes, and etc.

**Agenda Item #10**

Resident Advisor & Cooks

**Recommendation:** That the Board consider and discuss the DTHC assuming responsibility for resident advisor and cook contract.

**DTHC Agenda  
January 16, 2018 (Continued)**

**Agenda Item #11**

Carter's Fire Suppression System

**Recommendation:** That the Board review the recent inspection system and decide those pertaining to the DTHC and those pertaining to the residents.

**Agenda Item #12**

Treasurer's Report

**Recommendation:** That the Board receive a report from the Treasurer on cash flow and 2018 – 2019 budget.

**ADJOURN MEETING – President**

**Notice**

This agenda and related documents are posted on the  
DTCSN Website – Alumni Section  
<http://www.sigmanuosu.org>

**Administrative Note**

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