

**Delta Tau Alumni Association
(DTAA)**

**Board of Directors
Regular Meeting**

November 23, 2016



06:00 pm

Conference Call via Wigigio



Final Approved

Minutes

Meeting of the DTAA BOD

CALL TO ORDER - President

A regular meeting of the Board of Directors was called to order November 23, 2016 at 06:00 pm., by Doug Eaton, President, on a conference call via Wigigio. The Officers present were Doug Eaton, DTAA President; John Johnston, Treasurer; Daniel Hearn, Secretary; and Steve Langenberg, Director.

ESTABLISHMENT OF A QUORUM - President

Introductions, Establishment of Quorum, & Proof of Meeting Notice

Recommendation: That the President of the Board introduced the Board members present, established the presence of a quorum, and noted a posting of meeting/agenda via e-mail announcement to the Board officers and directors in accordance with the ORS, Title 7.

Action: The President of the Board noted the Board members present, established the presence of a quorum, and made note of a proper meeting/agenda announcement in accordance with the ORS, title 7. (See attachment #1).

AGENDA ITEMS FOR ACTION / REVIEW - Secretary

Agenda Item #1

Presentation of agenda

Recommendation: Approve the proposed meeting agenda.

Action: The Secretary presented the agenda to the Board. A motion to approve the agenda as presented was made by Daniel Hearn; there was a second by Steve Langenberg, no discussion; and the motion passed by unanimous vote.

Agenda Item #2

Tax Deductible 501(C)3 discussion and decision

Recommendation: that the Board implement an agreement with the Sigma Nu National Fraternity for a "*Delta Tau Alumni Chapter Education Fund*".

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Action: A motion was made by John Johnston, seconded by Steve Langenberg to sign an agreement with the Sigma Nu National Fraternity for a “*Delta Tau Alumni Chapter Education Fund*”. **Discussion:** It was noted that this would be tax deductible fund that could be used during the Capital Campaign. The motion passed with a unanimous vote.

Agenda Item #3

Set an operating fund minimum balance.

Recommendation: That the Board set an operating fund minimum balance in either the savings or checking account.

Action: The Board directed the Treasurer, John Johnston to set a minimum balance of \$25,000 in the corporate checking account.

Agenda Item #4

Pennington contract and moving ahead decision

Recommendation: That the Board: send a proposal to the Pennington contract for Phase II of a Capital Campaign recommending a sliding fee payment schedule based on performance.

Action: The Board directed the Treasurer and Secretary to send a proposal to the Pennington contract recommending a sliding fee payment schedule based on performance. **Discussion:** It was noted that this would begin a negotiation of the contracting process and could take up to 4 weeks to complete.

Agenda Item #5

Luxton expenses paid by the DT Alumni Association and debt incurred.

Recommendation: That the Board bill Luxton for expenses paid (\$11,225.46) and terminate any further scholarship grants to the colony.

Action: A motion was made by John Johnston, seconded by Steve Langenberg, to pay from the Luxton scholarship fund all monies owed to the DTAA for services performed. **Discussion:** It was noted that the Luxton fund was not producing enough interest income for scholarships and that any further use of the Luxton fund for scholarship awards should be postponed. Additionally, the Board directed the Treasurer to research terminating the Luxton Scholarship fund for any future scholarship awards.

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materials. There was a second by JJ Spencer; no discussion; and the motion was approved by a unanimous vote.

Agenda Item #6

OSU's Affiliated Housing Program (AHP) participation

Recommendation: That the Board make a decision regarding the colony's participation in the OSU Affiliated Housing Program (AHP).

Action: The received a report from the colony advisor, Coy Scroggins, regarding the compliance, reporting requirements, and fees for colony and alumni participation in the OSU AHP. Based on Board member review of this report and AHP publications, the Board unanimously agreed the participation in the OSU AHP was not advantageous to the Corporation. The Secretary was directed to inform the Colony that Corporation would not support colony participation in the OSU AHP.

Agenda Item #7

Craig Eaton's 11/30 house visit re: renovation phase work.

Recommendation: That the Board receive a report from D. Eaton regarding the Craig Eaton and Terry Hackenbruck walk-through the Chapter House.

Action: The Board received a report from Doug Eaton which noted the following: (1) Craig Eaton was willing to oversee contractor work for the renovation and give up two weeks in the summer; (2) Use alumni to accomplish demolition work; and (3) he commented – a.) that the electrical is okay with some minor improvements; b.) plumbing – needs assessment; c.) a 3 – 5 year plan – 1st year do something flashy 1st floor – e.g. T.V room, entry, hide sprinkler pipes, double pane metal clad windows; and d.) years 2 – 5 take on larger projects during the summer months and be sure to not do anything to trigger off street parking.

Agenda Item #8

State of the Colony- changes, positives, concerns, suggestions

Recommendation: That the Board discuss a means to increase live-in participation in the Chapter House.

Action: The Board noted three concerns for the 2017 – 2018 academic year regarding the colony, capital renovations, and upgrades / repairs to the Chapter House: (1) attainment of Chapter status by the 'Colony; (2) rent contract for the

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coming academic year; and (3) synchronize the Corporation and colony budgets. The Board directed the Treasurer and Secretary to develop a rental contract for the 2017 – 2018 academic year. **Discussion:** The Board members discussed concerns regarding the colony achievement of Chapter status - noting that if the colony could not achieve chapter status in 2017, then perhaps any plans regarding renovations, upgrades, and repairs might be postponed until a plan could be developed regarding the Chapter house future use.

Agenda Item #9

Thank you letters to alumni making donations.

Recommendation: That the Board receive a report from the Treasurer regarding donations.

Action: The Board received a report from the Treasurer regarding donations received over the past several years. The Board noted that thank you letters had not be sent to most of the alumni donors. The Board directed the Treasurer to send a thank you letter to the approximately 100 alumni making donations in the past several years.

ADJOURNMENT

Being that there was no further business, the Doug Eaton adjourned the meeting at 07:25 pm

MINUTES PREPARED BY:

Daniel Hearn, SECRETARY

APPROVED BY:

Doug Eaton, PRESIDENT

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Administrative Note

While these minutes are reflective of actions taken by the BoDs, they are not a verbatim transcript of the discussion and meeting. The BoDs reserves its right to amend, amplify, or revise these minutes at any future time, if clarification is called for on the part of a Board member or DT alumni member. The BoD does not hire professional help to record minutes. In view of this, it is humanly possible for typographical errors, use of brevity, and absence of total discussion. Clarification should be sought from the Board in all instances to gain a full appreciation of each agenda item and its meaning.

Attachment #1

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Agenda

Regular Meeting of the DTAA BOD

Date: Saturday, October 29, 2016

Place: 143 North 10th Street, Corvallis, OR

Time: 09:00 am

CALL TO ORDER - President

ESTABLISHMENT OF A QUORUM – President

PROOF OF MEETING NOTICE - President

AGENDA ITEMS FOR ACTION / REVIEW - Secretary

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ADJOURN MEETING – President

Notice

This agenda and related documents are posted on the
DTAA Website TBD

Administrative Note

The BoDs reserves the right to make unanticipated changes to this Agenda that may be the result of unknown circumstances at the time of this printing and distribution. The meeting date and time may be postponed due to unforeseen Board member conflicts of an extraordinary nature. All attempts will be made to conduct the agenda and meeting as announced.