

**Delta Tau Housing Corporation
(DTHC)**

Board of Directors

Regular Meeting

October 1, 2018



9:00 am (PST)

Conference Call via Free Conference

Minutes

Meeting of the DTHC BOD

CALL TO ORDER - President

A regular meeting of the Board of Directors was called to order October 1, 2018 at 9:00 am (PST), by Doug Eaton, President, on a conference call.

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 the publication 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 that the Board members present established a quorum, and made note of a proper meeting/agenda announcement in accordance with the ORS, title 7. The following Board members were present: Doug Eaton, President; Daniel Hearn, Secretary; John Johnston, Treasurer; Steve Langenberg, Director; and John Blake, Director.

APPROVE MEETING MINUTES August 2, 2018

Recommendation: That the Board approves the August 2, 2018 minutes as written.

Action Taken: There was a motion from John Blake to approve the August 2, 2018 meeting minutes, and a second by John Johnston - there was no discussion. The Board unanimously approved the August 2, 2018 meeting minutes as written.

APPROVAL OF AGENDA – October 1, 2018

Recommendation: That the Board approve the meeting agenda as published.

Action Taken: There was a motion from Steve Langenberg to approve the meeting agenda for August 2, 2018. There was a second by John Blake, no discussion. The motion passed unanimously.

AGENDA ITEMS FOR ACTION / REVIEW - Secretary

Agenda Item #1

Discuss list of topics for meeting with DT Chapter of Sigma (DTCSN) Nu colligates and decide the manner for presentation.

DTHC Minutes
October 1, 2018 (continued)

Recommendation: That the Board approval the list of topics for discussion with the DTCSN and assign speaking parts to board members

Action Taken: The Board reviewed and approved the list of topics for the October 15th meeting with the collegiate DTCSN and speaking parts. The theme for the meeting is “*teamwork*”.

Agenda Item #2

Discuss a more clear policy regarding members moving personal items from the chapter house during the summer months.

Recommendation: That the Board develops a policy and conveys that policy to the DTCSN regarding personal effects in study rooms during the summer months.

Action Taken: The Board discussed the current method for notification of the collegiate DTCSN and reviewed this past summer’s results. The Board approved using the same notification procedures and soliciting the “*goodwill*” of the DTCSN to vacate the property from June 15th to September 15th.

Agenda Item #3

DTHC Board discuss furniture items in the model study room for movement to the newly renovated study rooms on the 2nd floor and door locking mechanisms.

Recommendation: That the Board decide which furniture items from the 1st floor model study room should be moved to the newly renovated study rooms on the 2nd floor or into some other location within the Chapter house.

Recommendation: That the Board decide door locks for the newly renovated study rooms.

Action Taken: The Board discussed furniture items in the model study room for movement to the new 2nd floor study rooms. The 1st floor wardrobes will to fit into the newly renovated 2nd floor rooms. One of the 1st floor study rooms desks was moved to a newly renovated 2nd floor study room #12. The Board approved moving one of the new wardrobes to the Alumni room or Resident Advisors room.

Action Taken: The Board discussed door locking mechanisms and approved programmable locks on study rooms going forward. These programmable locks would have an override code for DTHC safe keeping with consideration for a DTCSN House Manager override code.

DTHC Minutes
October 1, 2018 (continued)

Agenda Item #4

DTHC Board discuss instructing Christine, design AIA - Vertione, to finalize DT study room designs similar to Phi Delta Theta study rooms and hallways.

Recommendation: That the Board approve instructing Christine, design AIA, to finalize DT study room designs similar to Phi Delta Theta duty rooms and hallways.

Recommendation: That the Board decide if furniture should be purchased for DT living room area.

Action Taken: The Board approved instructing Christine, design AIA, to finalize the DT study rooms for summer 2019 renovation / upgrade activities. The Board approved continuing with the specification in the recently renovated 2nd floor study rooms.

Action Taken: The Board decided that study room furniture was to be decided via recommendation from the Study Room Design Committee.

Agenda Item #5

DTHC Board discuss: (1) instructing the DTCSN about weekend sweeping of leaves in neighbor church parking lot – or hiring a service to do it; (2) water damage to the property after June 15th; (3) and making alterations or additions to property with tarps, fire pits, outdoor heaters, and other items that may pose a safety, health, and welfare risk to the property, people, & animals and impact property and / or liability insurance coverage.

Recommendation: That the Board make a decision about sweeping Church parking lot of leaves weekly during Fall season.

Action Taken: The Board approved asking MAK for an estimated bid to blow out leaves in the neighbor church parking lot that fall from the oak tree growing on the DTHC property as a “good will” project. Doug agreed to obtain a bid.

Action Taken: The Board approved sending a letter to the DTCSN indicating that several members did not move their personal effects from the property and some members did not vacate the property by June 15th, 2018 as requested. The DTHC authorize Bob Grant Construction to turn off water and power to the property so demolition activities could start on June 16th. Consequently, there was water damage to the property because someone with knowledge and need turned on the water – charges are to be demanded by the DTHC to DTCSN for damages. The Treasurer to provide cost data for the letter.

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Action Taken: The Board approved sending a letter to the DTCSN indicating that property and liability insurance policies prohibit altering or adding sports items to the property without approval from the DTHC and its insurance providers.

ADJOURN MEETING – President

The meeting was adjourned by D. Eaton at 10:45 am.

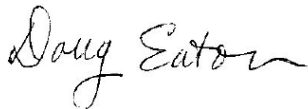
MINUTES PREPARED BY:

Daniel Hearn, SECRETARY



APPROVED BY:

Doug Eaton, PRESIDENT



Notice

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

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.