



**Alpha Rho Alumni Chapter
Board of Directors Meeting Minutes
8/19/2015**

Call specifics: 712-775-7031 Access Code 613-711. Call playback is available at <http://fccdl.in/UvVixtCHy>. Please note recording picks up during Member at Large, Patrick Farley's report.

Call to Order: A regular meeting of the Board of Directors, Alpha Rho Alumni Chapter, was held via conference call on August 19, 2015. The meeting convened at 6:02 PM EST with President and Chief Operation Officer, Tom Begley, presiding and minutes recorded by John George, Secretary.

Members of the Board in attendance:

- Tom Begley, President & Chief Operating Officer
- Matt Loffa, Executive Vice President
- Nick Austin, VP- Chief Operating Officer
- Patrick Folio, Treasurer - Chief Financial Officer
- John George, Secretary - Chief Communications Officer
- Jason Hyett, VP- Chief Information Officer
- Craig Winkleman, VP- Fundraising
- Jordan Feathers, VP- Chief Risk Officer (Standards and Risk Management)
- Patrick Farley, Member at Large

Others in attendance:

- Steve Merck, DL 69
- Jamie Holmes AP 335
- Eric Baldwin AP 412

Reading of Minutes from last meeting:

Nick Austin motioned to dispense with the reading Patrick Farley seconded. Votes presented were All (I's) and zero nays.

Officers Reports:

Member at Large

- Patrick Farley will be compiling some Alpha Rho history and submitting when complete. Craig mentioned he has some photographs of various events. Pat asked Craig for a hit list of dates and activities to assist with compiling turn over for the history.
- Jason mentioned that photographs can be digitized thus assisting with archival once website is built out.

VP- Chief Risk Officer

- Jordan Feathers at the request of Tom will begin an effort to become familiar with current risk management program for AC events

VP- Fundraising

- Craig Winkleman indicated not much to report but will be working with Pat Folio to generate budget. Developing a message about fundraising needs from our members.

VP- Chief Information Officer

- Focusing on getting word out to improve database. Merged Dyson & HQ databases. Currently with 62 updated entries. Please spread the word
- Sending updates weekly member information to Laura at HQ and vice versa
- Erik Baldwin is doing a great job with website, goal to get a more professionally looking and robust site in next 4 to 6 months
- Erik is utilizing current free site, but new site options will be a lot more user friendly.
- Nick Austin has indicated he has a contact that could assist with some design and software thought. Though we want full APAC access.
- Tom requested a bid request for cost by September 15 meeting

Secretary- Chief Communications Officer

- Nick Austin & Patrick Folio will set up and check periodically
- JG will get thoughts on stationary design/prices

Treasurer- Chief Financial Officer

- Patrick Folio presented that \$1386.52 in account (\$750 from active chapter at closing) leaving \$636.52 in current APAC funds
- Looking at other Banks like Huntington, BB&T etc. for better terms for checking account.
- Will be coordinating Morgantown mail box arrangement with Nick Austin.
- Patrick will be attending a Greek roundtable of leaders on Tom's behalf this weekend in Morgantown at the invite from WVU Dean of Students, Dr. Shaffer.

Vice President- Chief Operating Officer

- Nick reached out to Glen Kolator and Gerry Cripsin in NY/NJ and Rob Allen to be a part of the Strategic Planning Committee. Also awaiting word from Eric Dyson, Chris Denson and Rich 'Foof' LaGala for non-Board members on the Strategic Planning Committee in addition to Nick Austin, Tom Begley and Craig Winkleman. Tom identified some of the objectives the committee will address on the upcoming planning retreat. Tom has asked Nick to be sure to reach out the Chris Denson due to his legal background as well as Foof's experience for their participation on the SPC.
- Nick is working with WVU for a location for SPC meeting space and catering.

Executive Vice President

- Matt informed the AC that \$800 is owed by UG student chapter to a 3rd party vendor for composites/letterhead items.
- Additionally, \$8,760 in past dues is owed to UG student chapter from approximately 15 members and they will be sent 30/60/90 notices with expulsion following. OmegaFi will be contacting members through their contracted collection agency. Tom has expressed the need to communicate the status of alumni membership if debt is not finalized.
- Parlor fees still due to AP Housing Corp. as well as National HQ.
- Tom has asked to prioritize the debt. Matt has identified the order being 3rd party vendor first, then HC, then National Office. Matt will reach out to Christian Wiggins in the National Office.
- Fall event ideas – Homecoming 10/10 vs. Oklahoma State tailgate idea
- Sept 5 ,12, 26, Oct 10, Nov. 7 - suggested possible football tailgate dates

- Would like to benchmark/standardize for the APAC event date, i.e. Homecoming or the 3rd home game each year, etc.
- Tom asked Matt to write up more thoughts and send to the Board. Tom asked Board to put some contemplation into event ideas presented. Patrick suggested selecting the date now for Homecoming. Soft budget for tailgate is \$1050 for lot
- Matt Loffa has requested an Event committee and Tom has said to go ahead and arrange.

President - Chief Executive Officer

- Tom is trying to get history of AP written as soon as possible
- Regional leader commitments: Anthony Graley (Charleston), Bob Laughner (DC), Ben Hanko (NY/NJ) though he is expecting his third child and may need to reach out to someone else. Need someone in Pittsburgh
- Thoughts on checklist best practices. Jason Hyett mentioned gmail invites had been sent with editable links in google docs.
- Have communicated with WVU Greek Life office to let them know that we are here, organized and ready to assist.

Other reports: No committee reports

Old Business: None to report

New Business:

Budget Discussion:

- Patrick Folio explained the dues options with specific attention to a budget worksheet with various Expense and Revenue items.
- Some items are good estimates and some are best guesses.
- Patrick detailed the expenses for each office ranging from Supreme Chapter and other travel for meetings, web site fees, mail box, National Dues, Ability Experience contribution, and other operating expenses.
- Patrick expressed that our budget will evolve throughout the year.
- Another line item is for events to cover Fall 2015, Spring 2016, four regional events and 40th anniversary planning.
- A miscellaneous category was identified for savings toward future expenses of ritual equipment purchase and the 2018 re-chartering.
- Patrick Folio mentioned total budgeted expenses of \$18,100. Patrick suggested annual member dues be set at \$200 for active members greater than 5 years post grad and \$100 for those who have graduated within the last 5 years. A projection of 100 members 5+ years after graduation and 25 within the last 5 years, revenues generated would be \$22,500 creating a surplus of \$4,400.
- Patrick Farley asked about electronic transfer for recurring monthly payments. Patrick Folio mentioned that is something we could utilize (like Salsa program he uses). Paypal is another option that may be eligible. Tom asked Patrick to work with Jason to integrate into the site. Erik Baldwin asked for the code once ready to properly install the 'pay' button on the website.
- Jason chimed in that he is all for the budget of \$200 annually.
- Patrick Farley ask when does money need to be received. Tom mentioned \$2,000 is needed right away for the Fall 2015 strategic planning retreat and homecoming event.

- Tom asked Steve Merck and Jamie Holmes thoughts on the budget. Steve mentioned that \$200 is and people should see the value of membership.
- Craig indicated that we have 622 living alumni. Can we generate membership of 100 or 200 to determine the dues which is around 1/6 of our alumni? Craig suggested that we offer a description of 'charter member' of the group that started the Alpha Rho Alumni Chapter again instead of the term dues.
- Tom mentioned we need to have this budget either by dues paying members and/or fundraising efforts. There is hope that the APAC has value along with the obligation of lifelong commitment to Pi Kappa Phi.
- Patrick Folio mentioned that there needs to be an understanding that this is a start of something new. Craig mentioned that instead of dues we focus on the term donation. We need a minimum of 100 members to make this work due to the various required expenses.
- The Delta Epsilon Society was mentioned again which is a \$500/\$1,000 annual commitment which would help with fundraising in future years.
- Jason agreed with a suggestion to not use the term dues from annual member fees.
- Tom identified that the constitution does call for annual dues.
- A message to the Board will be presented this week to identify the campaign to solicit donations at the minimum of \$200 for 5+ years out and \$100 < 5 years after graduation.

Open Floor for Members In good Standing (I) - Open to all Members wishing to discuss any topic:

- No discussions or topics presented.

Schedule of Next Conference Call

- Wednesday, September 16th 6:00 Eastern Time

Adjournment: Jason Hyett motioned to adjourn meeting and was seconded by Patrcik Farley. Meeting ended at 7:33pm.