

Beta Eta TKE Board of Advisor's Meeting Agenda

March 15, 2020

Prepared by: Mike Taylor BH1094

Attendance: Mike Taylor, Brenden Bratsch, Will Ruzicka, Ethan Lowrey, Joshua Nixon, Jeff Steinhart, Mark Fitch, Darryl Brinkman, Mike McEvelly, Dave Bernhard, John Eash, Rob Starrett

1. Accepting of previous meeting's minutes
2. Officer Reports
 - a. Chairman
 - i. Met with Greg Roskopf at TKE International Headquarters to discuss the upcoming BOA Split
 1. Announcement about split expected to come soon
 2. Cryso will have no official role in the new housing corp.; will still be member of the BOA
 3. Cannot have one person be a voting member in BOTH entities; but can have liaison; representatives in both
 4. Recommended a cross-committee for finances with representation from active chapter, BOA, and Housing Corp.
 5. Would like to discuss this some of these ideas further in open discussion
 - ii. Will begin working with Prytanis on codifying operational and transition processes
 - iii. Postponed meeting with chapter advisor to discuss BOA restructure
 - b. Vice-Chairman
 - i. NR
 - c. Secretary
 - i. NR
 - d. Treasurer
 - i. Propose plan for raising in-house dues
 - e. Alumni President
 - i. NR
 - f. Chapter Advisor
 - i. Given out scholarships for the year
 - ii. Working w/ Histor on getting guest speakers for the chapter
 - iii. Wants to discuss proposal for marketing campaign from Greek Advisory Group
 - iv. See attached documents
 - g. Faculty Advisor

- i. Students getting info. Before faculty
 - h. Rush Advisor
 - i. See monthly recruitment report
 - ii. April PRO Day will be merged with June PRO Days
 - iii. May PRO Day still currently scheduled
 - iv. Will need roughly 20 new members to keep house full in Fall 2020
 - i. Prytanis
 - i. See Active's monthly Operations Report
 - ii. Has handful of actives that are wanting to move out before their six semesters are completed
 - iii. TV Room remodel proposal
 - 1. Discuss codifying proposal process for future house projects in Open Discussion
 - a. Will not be going forward due to COVID-19
 - iv. **University and Chapter have been shut down amid COVID-19 outbreak**
 - j. Crysophylos
 - i. See Active's monthly Finance/Budget Report
 - k. Housing Corp. (If Needed)
 - i. Chairman
 - 1. Discuss proposal for flooring repairs in new business
 - ii. Vice Chair
 - iii. Treasurer
 - iv. Secretary
- 3. Committee Reports
- 4. Old Business
 - a. Discuss budget projections and make decision on plan for future in house dues
 - i. Treasurer recommends a \$500 or \$700 annual increase for incoming Freshmen in Fall 2020; Then a 2.5% increase annually for incoming freshmen in subsequent years
 - ii. Treasures proposes a 3% or 4% annual increase for incoming freshmen as an alternative
 - iii. Active chapter recommends a 3% or 4% annual increase
 - iv. Motion: To accept a 4% annual increase on housebills to incoming freshmen
 - 1. Moved by Brenden Bratsch; seconded by John Eash
 - a. Addendum Ethan Lowrey: to have rate locked for four (4) years instead of three (3) years
 - i. Accepted
 - b. Motion Passes Unanimously

- b. Finalize Floor Repairs
 - i. We need to see where we are financially to make a decision
 - 1. BOA will postpone all capital projects until a new timeline can be determined
5. New Business
- a. BOA Housing Corp. Split Plan of Action
 - i. Based on feedback from TKE International Headquarters we will plan on the following
 - 1. Establishing a joint committee for finances
 - 2. Determine corporate status of both Board of Advisors and Housing Corp.
 - b. Greek Advisory Group Proposal
 - i. Discussion postponed
 - c. University and Chapter Shutdown for COVID-19 Plan of Action
 - i. BOA is putting a hold on all capital projects for the chapter
 - 1. Includes floor repairs and TV Room Upgrades
 - 2. Regular scheduled maintenance will continue
 - ii. Bessie Windle's Salary will be paid through the remainder of the academic year as scheduled
 - iii. House Bills will be reduced to cover only fixed costs and reduced variable costs for the remainder of the semester
 - 1. BOA will subsidize approximately 25% of costs
 - 2. This will result in a \$900 reduction in members' house bill for the semester
 - iv. House Manager will shut down house in the same manner as he does at the conclusion of semester
 - 1. 4 actives will remain in house for the remainder of the Spring Semester
 - a. Ethan Lowery will be acting Steward
 - b. Preston Walden will be acting House manager
 - v. Treasurer plans to look at options for refinancing house loan at a lower interest rate
 - vi. BOA Chair will coordinate with Alumni Association President to communicate with alumni and determine any need for assistance from them
 - vii. Chapter Advisor will confer with other fraternities' chapter advisors to work with the University on providing some relief for the upcoming recruitment
 - d. Active appeals to waive early termination fees of housing contracts

Current Meeting's Action Items

Item	Responsible Party	Expected Completion Date	Expected Progress by (Next Meeting)
Determine location for upcoming 5/3 BOA Meeting	Mike Taylor	3/31/2020	Completed
Begin developing framework for Joint Finance committee	Mike Taylor, Dave Bernhard, Brenden Bratsch, Jeff Steinhart, Ethan Lowrey, Steve Barh	5/3/2020	Completed
Shut down house for semester	Griffin Elliott, Preston Walden	3/17/2020	Completed
Prepare house for summer maintenance	Griffin Elliott, Preston Walden, Dave Bernhard	5/3/2020	Completed
Look into possibility of refinancing Beta Eta's house loan	Jeff Steinhart	TBD	Discussed options with bank
Work with other fraternities and university to explore options for relief/support for upcoming rush	John Eash, Brenden Bratsch, Mike Taylor	5/3/2020	Know what option are available from university
Work on outreach to alumni and determine potential for assistance	Mike Taylor, Drew Hall	5/3/2020	Have options ready for discussion
Begin codifying processes and transition documents for Prytanis and other	Mike Taylor, Brenden Bratsch	11/30/2020	Have met with Prytanis and have begun framework for project