



Meeting Minutes of the Beta-Eta Chapter of Tau Kappa Epsilon Fraternity Board of Advisors

Date and Time: August 25, 2019, 10:00 A.M. CST

Location: #3 Fraternity Drive, Rolla, MO 65401 and remotely via Zoom Video Conferencing

Purpose: Conduct the necessary business of Missouri School of Mines Teke, Inc. to enable the Beta-Eta Chapter of Tau Kappa Epsilon Fraternity to contribute to the advancement of the Missouri University of Science and Technology and society through the personal growth of our members and service to others.

The meeting was called to order at 10:04 A.M. by Chairman Steve Bahr.

1. Attendance Report

Member	Role	Present	Absent
Steve Bahr	Chairman	X	
Ryan Rzacca	Vice Chairman	X	
Joshua Nixon	Secretary	X	
Jeff Steinhart	Treasurer	X	
John Eash	Rush Advisor	X	
Dave Bernhard	House Management Advisor	X	
Darryl Brinkmann	Chapter Advisor		X
Mark Fitch	Faculty Advisor	X	
Drew Hall	Alumni Association President	X	
Griffin Elliott	Chapter Prytanis	X	
Alex Gehrin	Chapter Crysophylos	X	
Mike McEvelly	Member-at-Large	X	



Mark Downer	Member-at-Large		X
Rob Starrett	Member-at-Large		X
Curt Costello	Member-at-Large	X	
Ryan Elam	Member-at-Large	X	
Will Ruzicka	Member-at-Large	X	
Ivan Matthews	Member-at-Large		X
Michael Taylor	Member-at-Large	X	

A quorum of members was determined as present, and the meeting could conduct business.

2. Acceptance of Previous Meeting Minutes

Motion by Steve Bahr to accept the previous meeting minutes. Seconded by Mark Fitch. Passed unanimously.

3. Executive Report

i. Chapter Operations

- Officer Corp's Completed Goal(s) from Summer
 - Establish a budgeting system similar to SAFB (Student Activity Finance Board), which is a Student Council organization that oversees the finances of Missouri S&T student-funded organizations.
- Officer Corp's Upcoming Goal(s) for September/October
 - Create bylaws and procedures to support new budgeting practices.
 - Establish timeline for in-ground sprinklers.

ii. Finances/Budget

- Financial Update
 - The Finance Committee has been developing a new budgeting system to better track chapter revenues and expenses within one Google Sheets document.
 - Security deposits for out-of-house members needs to be further discussed in New Business.



iii. Rush/Membership

Fall 2019 Rush Report	
Signed Bids	21
Outstanding Bids	0
Current Prospects (No Bid)	0

Current Membership Report		
In-house Membership	Freshmen	19
	Sophomores	18
	Juniors	16
	Seniors	3
	Total	56
Out-of-house Membership	Freshmen	2
	Sophomores	2
	Juniors	3
	Seniors	8
	Seniors+	8
	Total	23
Total Membership	Actives	58
	New Members	21
	Co-op Members	5
	Chapter	84

4. Housing Report

- Completed Maintenance from Summer
 - Various HVAC items were repaired including the kitchen hot water heater pressure switch, a 1st floor hallway HVAC drain, and a frozen HVAC unit on the 2nd floor.
 - A new head was installed for a smoke detector in Room 206B.
- Scheduled Maintenance for September/October
 - New landscaping for the rear of the house will be installed.

5. Alumni Association Report

- No Report.



6. Old Business

i. Board Retreat

- The proposed board retreat will include the BOA, the Alumni Association, and the Active Chapter.
- The BOA Chairman remarked that the retreat should be repeated biennially.
- The BOA Chairman, Alumni Association President, and Chapter Prytanis will meet to discuss topics and goals for the retreat.
- The Active Chapter will send out available dates to the BOA for scheduling the retreat before Homecoming.

7. New Business

i. Housing Contract Concerns

- Some active members have concerns over submitting their Social Security Number on their housing contracts.
 - Some actives refused to sign the housing contract until clarification was sought.
 - The BOA reassured the Officer Corp that the Social Security Numbers were crucial in the event of submitting outstanding accounts to a collections agency.
 - Various strategies and policies were discussed for maintaining the privacy of sensitive information.
- Additionally, out-of-house members have expressed opposition to the \$250 out-of-house member security deposit established on the new housing contracts.
 - The majority of the BOA still agreed that a security deposit was necessary for potential damages from out-of-house members.
 - Current out-of-house members already had their full room deposit (\$500) returned after moving out, so many out-of-house members expressed that they did not have the \$250 available on short notice.
 - It was discussed that the idea behind implementing the \$250 security deposit was to keep half of the room deposit after moving out and to return the remaining amount upon graduation or leaving the school.
 - A compromise was decided upon for delaying collection of out-of-house member security deposits until next semester.

Motion by Steve Bahr to delay collection of out-of-house member security deposits until the Spring 2020 school semester. Seconded by Michael Taylor. Passed unanimously.



ii. Out-of-House Member Dues Appeal

- An out-of-house member is appealing to the BOA for waiving his out-of-house member dues because of personal finances.
- The Officer Corp has yet to discuss the matter, so the BOA will wait on any decision until a recommendation is given from the Active Chapter.

iii. BOA Officer Elections

- Darryl Brinkmann (Chapter Advisor) and Jeff Steinhart (BOA Treasurer) have announced their intentions to step down.
- The BOA Chairman remarked that he would like to delay BOA officer elections until after the proposed board retreat.

Motion by Ryan Elam to table elections until after the board retreat. Seconded by Dave Bernhard. Passed unanimously.

iv. Proposed TKE International *Black Book* Legislation

- A discussion was held over concerns with proposed legislation affecting the BOA structure in *The Black Book*.
- The purpose and scope of the proposed legislation from TKE Headquarters is as follows:

“This proposal addresses concerns raised by the Fraternity’s insurance carrier with the responsibilities of the Board of Advisors not being explicitly separated in our governing documents as they related to the oversight and management of real property assets. This legislation is mostly cosmetic in nature, bifurcating the already prescribed responsibilities in Chapter XIII between the separate oversight committees and making such other changes in language to effectuate this separation. We believe this legislation best protects the property and liability interests of each chapter through the separation of control over chapter operations/advisement and management of real property.”

“To that extent, the proposal separates the duties from the current Board of Advisors, grants such authority to a new not-for-profit corporation to be created, and such other modifications to aide in effectuating the goal. Much of the language has long existed in the Black Book and is now simply being repositioned into the newly titled chapter. This separation creates a clear and unambiguous distinction between the guidance roll of the Board of Advisors and the managerial role of the new Chapter Housing Corporations.”

- If the proposed legislation passes, the main concern discussed was that the Beta-Eta Chapter would be responsible for fully staffing two separate boards and coordinating necessary duties between the two corporations.



- Mike McEvilly remarked that the proposed legislation is being further discussed and modified under a TKE HQ special committee and that the proposed legislation will most likely be delayed until next conclave.

v. Schedule for Next Meeting

Motion by Steve Bahr to hold the next BOA meeting on Homecoming Weekend on October 6, 2019 at 10:00 A.M. CST. Seconded by Dave Bernhard. Passed unanimously.

8. Remarks for the Good of the Board

- Recruit potential BOA officer replacements.
- Good job to the Active Chapter on rush!
- Good job to Dave Bernhard for the work on the new housing contracts!
- Make sure to send out the meeting agenda prior to the meeting.
- Good job to the actives on maintaining the cleanliness of the house!
- Congrats to Mike McEvilly on being elected Grand Hegemon! McEvilly is the first BH TKE to be elected to the Grand Council.

The meeting was adjourned at 11:22 A.M. by Chairman Steve Bahr.

Minutes were respectfully submitted by Secretary Joshua Nixon.

