

ALPHA THETA CHAPTER OF SIGMA CHI FRATERNITY, INC.

Alpha Theta Chapter
founded 1882

M.I.T.
founded 1861

August 22, 1994

Minutes of the Meeting of the Corporate Board held April 28, 1994.

Meeting was called to order at 6:56 PM in the Chapter House Library.

Present: Josh Littlefield (Board), Herb Mower (Board), Jay Krone (Board), Peter Beebe (Quaester), Walter Van Koch (Ass't Quaester), Dennis Hon (Ass't Work Week Mgr.), P. K. Hadley, Marc Robien, Steve Morris, John Phelan, Matt Edstrom, ... Nash

Minutes of the March 1, 1994 meeting were accepted as distributed by mail.

BUSINESS

Work Week Budget Review

1. Discussion occurred regarding the major line items from the Work Week proposal.
2. There was consensus that the front entrance tiling project should not be attempted since there was inadequate time to finalize a design and budget.
3. The Chapter considered the roof to be the highest priority. A revised cost of \$6600 was presented based on a firm estimate from J.W. Hook Construction Co.
4. The Chapter felt a roof deck was the next priority. Discussion ensued regarding usefulness and ease of access, as well as planning for a deck when redoing the roof. Many concerns were not resolvable at this time. It was voted not to approve funding a roof deck at this time. The Board encouraged the house to do more research and planning for its next such proposal.
5. No estimate was available for the zero-floor tiling. It was felt that some floorboard repair might be doable to resolve the floorboard rot by the back door, but that retiling should not be undertaken this year. Improved sanitation measures were recommended.
6. Reupholstery of the Music Room furniture was approved based on the estimate presented for recovering of 2 chairs and 1 couch, and the repair of one chair.
7. The Board approved the second page of minor repairs presented, including the addition of chairs for the computer room and the cyclical replacement of mattresses.
8. It was moved, seconded, and passed that Work Week 1994 be approved for the projects presented, with stipulations as above, for a budget of \$15,100. This includes \$6600 for new roof, \$1500 for Music Room furniture reupholstery, \$300 for Library heater repair, \$250 for stove tune-up, \$3425 for miscellaneous repairs and materials, \$290 for mattresses, \$560 for computer room chairs, and a generous \$2175 for contingency and errors in calculation.

Other Business

1. Herb Mower indicated that Rick Karash wished to resign as Treasurer. The Board agreed to appoint Mark Curtiss as interim Treasurer to fill out Rick's term. Mark will get the signatures changed on the bank account and make sure that Herb can sign as well.
2. Jay Krone suggested we need more house keys in the possession of Board members, considering our role as landlord. Herb indicated he has a key and will get more keys made and distributed.
3. It was recommended to the Chapter that the alarm system contacts need to be adjusted for summer to ensure the Summer House Manager is contacted.
4. Digger reminded all interested parties that summer softball is approaching and Mark Curtiss should be contacted for details.

The meeting was adjourned at 7:54PM.

Respectfully submitted,
Joshua B. Littlefield