

ALPHA THETA CHAPTER OF SIGMA CHI FRATERNITY, INC.

Alpha Theta Chapter
founded 1882

M.I.T.
founded 1861

October 18, 1994

Minutes of the meeting of the Corporate Board held September 19, 1994.

Meeting was called to order at 7:02 PM in the Chapter House Library.

Present: Herb Mower (Board), Josh Littlefield (Board), Mark Curtiss (Board), Brian Robertson (Consul, Board, Work Week Mgr), Jay Krone (Board), Peter Beebee (Quaester, Board), P. K. Hadley, Ben Hellweg, Jay Henderson (Board), Tony Scherer, Denis Hom, Joannis Harizopoulos (Board, Ass't Quaester), Walter Van Koch.

Minutes of the April 28, 1994 meeting were accepted as distributed by mail.

CHAPTER REPORTS

Consul - Brian Robertson

1. The Chapter is experiencing a new "social prowess". Teas are so crowded they can hardly greet all the female guests. They had a good Reggae Party after Rush.
2. Rush went very well. Sigma Chi was the first house to close, pledging 9 fine men.

Quaester - Peter Beebee

1. The Chapter's budget has been set to allow the Chapter to become solvent, with a slight cushion.
2. The Quaester is looking into having MIT withhold diplomas from would-be graduates with an outstanding debt. The Chapter has not yet approved actually taking such steps.

Work Week Manager - Brian Robertson

1. The Chapter voted to expand from 32 to 36 brothers. A 4 person apartment has been rented to provide the extra living space. The apartment was furnished for \$500 from the Work Week budget. This provided 4 dressers, 4 desks, and 4 mattresses.
2. The Chapter decided to replace instead of reupholster the music room furniture, as some pieces were in bad structural condition. This cost \$500 more than originally budgeted.
3. The new roof was \$500 over budget due to masonry problems where it meets the brick wall of the Phi Kappa Sigma house to the East.
4. Some amount of Work Week budget was used to complete the twisted-pair Ethernet wiring in the house. Brian felt this was a long term investment since "computers may come and go, but Ethernet's pretty much standard and won't go away in 5 years."
5. Other un budgeted Work Week expenses included replacement of the 3LF couch and \$427 for the replacement of broken balusters.

6. It was moved, seconded and approved that the Corporation pay for the actual Work Week expenses of \$16095.20

CORPORATE REPORTS

Treasurer - Mark Curtiss

1. "We're doing fine." We have ~\$60K in the bank before tonight's expenditures.
2. Mark suggested that we delay rent discussions until he had a better handle on long term cash flow. We typically set rent in the Spring anyway, but neglected to do so last Spring.
3. The Treasurer and the Clerk will work together to review the "useful-life" and other expense planning information in the records, as well as the ownership agreement before proposing rent in the Spring.
4. Mark wants to examine moving the corporate accounts from money market to mutual funds.

President - Herb Mower

1. We did not get a Spring mailing out regarding Renovation Fund commitments. Sending one now would not be beneficial due to the myriad of other appeals this time of year. Herb feels we should just delay until next Spring, so we'll end up a year behind on the mailings for the Renovation Fund.
2. Herb suggested we change the suggested contributions on the Stewart-Howe appeal from \$25/\$15 to \$45/\$25 (non-recent/recent grad.)
3. There was discussion about uses for the Peterson Award money which has, according to the Actives, been accumulating in an account at MIT. There was talk about using the money to pay for a presentation to MIT by Mike Green. The Chapter will pursue this further.
4. We need to start working on a Corporate Budget. Among those items budgeted should be funding for future Corporate attendance at the Leadership Training Workshop.
5. Herb distributed a Workshop report summarizing his findings from the House Corporation section. Among other things, Herb learned that we should review and revise our by-laws to ensure that liability is contained and that Board and Corporate Members are not personally at risk. We need to schedule a meeting to review the by-laws and make recommendations for changes.

NEW BUSINESS

New Copier

1. The Chapter presented a plan for purchase of a new copier machine, which is filed with the Corporate records. The Chapter requested a 3 yr, 0% interest loan for \$4800 from the Corporation.
2. The Chapter plans to charge brothers and officers' budgets \$0.04 per copy (a profit of \$0.02), as well as setting aside \$100 per month from the network administrator's budget, to cover the loan payments. The Corporation advised the Chapter that the loan must be paid regardless of their success at generating the necessary funds.
2. It was moved, seconded, and approved to loan the Chapter an amount not to exceed \$5000 for the purchase of a new copier as described in the plan. The loan is for a period of 3 years, payable in 24 installments.

Reunion Missive - John Piotti

1. John Piotti sent to the Board members a letter discussing concerns and suggestions for the 115th Reunion.
2. Herb suggested we get John down in the Spring for a Board Meeting to discuss these matters further in person.
3. Mark proposed we start to interest other alumni in participating in planning before the Spring discussion, and that they could perhaps meet with John before then.
4. The Clerk agreed to find information in the minutes of past meetings regarding “postmortems” on other reunions.

Alumni Relations

1. Herb mentioned that Stewart Howe is offering to prepare an alumni directory. It would require require that the Corporation pay an initial cost for preparation with a relatively high purchase cost for alumni. The Board declined to pursue this offer.

Fire Safety

1. PK suggested the Corporation encourage the house to fix the fire doors, especially the one to the kitchen. He also mentioned that there are exposed electric conductors sticking through the baseboard on 4SB. which have been disabled but may be accidentally reactivated.
2. The Corporation encouraged the house to address these matters quickly, and emphasized the need for functioning door closers on all fire doors.

Phone System - Brian Robertson

1. The Chapter wants to know when the Corporations plans to replace the existing phone system. They claim it is outdated and troublesome.
2. Herb determined after thorough review of the “who owns what” file that the phone system is, at least currently, the Chapter’s responsibility.
3. The Board suggested that Brian survey other houses to see what they have for phone systems, who paid for them (house or corporation), and what they cost.
4. Mark Curtiss suggested we should hold future discussion on whether the existing phone system is dead or not, regardless of what would replace it.

The next meeting of the Corporate Board, as well as the annual meeting of the Corporation, will be Tuesday, November 1.

The meeting was adjourned at 9:17PM.

Respectfully submitted,
Joshua B. Littlefield