

# **ALPHA THETA CHAPTER OF SIGMA CHI FRATERNITY, INC.**

Alpha Theta Chapter  
founded 1882

M.I.T.  
founded 1861

March 3, 2002

Minutes of the Annual Meeting of the Alpha Theta Chapter of Sigma Chi Fraternity, Inc. held November 14, 2001.

The meeting was called to order at 7:15 PM in the Chapter House Library.

Present: Mark Curtiss (Board, Corp. Member), Karl Büttner (Board, Corp. Member), Danny Craig (Spring Board Rep.), Herb Mower (Board, Corp. Member), Nick Cohen (G.Z., Board), P. K. Hadley (Board, Corp. Member), Tom Faust (Board, Corp. Member), Jay Krone (Board, Corp. Member), Mike DeLaus (Board, Corp. Member), Roy Gross (Reunion Coordinator), Adam D'Amico, Jason Poff (Pro-Consul, Board proxy for Consul), Woojin Choi (Quaestor, Board), Tae Won Kim (House Mgr., Board), Josh Littlefield (Board, Corp. Member), Melissa Kendall (R.A.).

Minutes of the September 26, 2001, meeting were accepted as distributed by e-mail.

## **CHAPTER REPORTS**

### **Consul – Jason Poff (for Chris Johnson)**

1. Nick Cohen has been chosen as the Chapter Balfour Aware nominee.
2. A freshman, Neel Kantak, has been elected Jr. IFC president.
3. IFC has plans in the works for financial assistance to help houses that are not full in the fall, due to the new freshman housing policy. They're aiming for an 80% subsidy of lost rent.
4. The Chapter is now focusing on plans for a spring rush. Rory Foster and Neel Kantak will assist Josh Soong, in his role as spring rush chair.
5. The house chef will be leaving soon, and the Chapter is in search of a replacement.

### **House Manager – Tae Won Kim**

1. The hot water tanks were recently replaced, as well as a thermostat and a flow switch. The cost of parts and labor for the latter was \$900. The water tank replacement was \$3100. Despite having replaced the tanks in 1995, they were no longer under warranty.

### **Quaestor – Woojin Choi**

1. Chapter financial situation is sound.
2. The expenses for water tank related repairs just about cancel out the rent owed to the Corporation by the Chapter.

## **CORPORATE REPORTS**

### **President – Mark Curtiss**

1. Mark recently attended the first AILG meeting of the year. Rush dates are being worked out. Meal service plans are under discussion, in particular as to whether they will be compulsory

or optional. MIT is backing off its stated requirement of full year freshman meal service. Such a requirement could be detrimental to ILG recruiting. There were also proposals being discussed to provide transitional financial assistance to ILGs with empty beds. Typically these proposed an 80% reimbursement.

#### **Treasurer – Tom Faust**

1. Tom circulated financial statements for the year ending 8/31/2001. The income statement showed a \$42K deficit due to architectural and other predevelopment expenses. Otherwise, the Corporation would have had \$5K net income.
2. The Corporation is getting low on cash. Mark Curtiss is pursuing an IRDF loan to cover building planning expenses. He's spoken to all IRDF allocation committee members, and they were all supportive, but they haven't seen the complete numbers as yet. The loan application is still in the MIT treasurer's office, on its way to the committee. Committee approval should be quick once the treasurer's office acts on the application. Mark is actively shepherding the application through the process.
3. No new expenses are in sight at this time, so we should be fine until the loan is complete.

#### **Alumni Donations Report – Herb Mower**

1. Herb circulated a report of Annual Fund donations for campaigns dating back to 1993.
2. Current year contributions are a bit behind because the 2001 mailing to alumni went out a couple of months later than normal and returns didn't arrive until Feb. 2001. The next letter should go out on time, around Dec. 2001.
3. Herb suggested that a new vehicle for giving might be targeted IRDF donations, which can come back as grants for education-related housing.

## **BUSINESS**

#### **Election of Corporate Members**

1. Tom Faust, Jay Krone, Rick Karash and Josh Littlefield were reelected as corporate members for 3-year terms. Additionally, Adam D'Amico was elected to a 3-year term.
2. The number of Alumni Corporate Members was fixed at seventeen until the next annual meeting.

#### **Election of Corporate Member Representatives to the Board of Directors**

1. Karl Büttner, Mark Curtiss, Mike DeLaus, Tom Faust, Peter Hadley, Jay Krone, Josh Littlefield and Herb Mower were all elected to one-year terms on the Board of Directors.

The Annual Meeting was adjourned at 7:55 PM.

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The meeting of the Corporate Board was called to order at 7:56 PM.

Present: As above.

Absent: Thomas Quealy (Fall Board Rep.), Raudel Rodriguez (Spring Board Rep.).

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## BUSINESS

### Election of Officers

1. Mark Curtiss was elected to a one-year term as President of the Corporation.
2. Tom Faust was elected to a one-year term as Treasurer of the Corporation.
3. Josh Littlefield was elected to a one-year term as Clerk of the Corporation.

## REPORTS

### 120<sup>th</sup> Anniversary Reunion – Mark Curtiss (for John Piotti)

1. John Piotti was unable to attend the board meeting, due to a last minute child care issue. He sent email prior to the meeting with updates on various aspects of reunion planning.
2. A contract has been signed with the Cambridge Marriott for a block of rooms at a reasonable rate. The schedule of events is firming up, and communication to Sigs via email and US mail will commence shortly. The Chapter is posting reunion information on their web site.
3. John requested that the Corporation contributes approximately \$5000 for reunion, as a subsidy of non-banquet events. Discussion of reunion funding ensued, including the benefits and downsides of a registration fee. Herb Mower moved that we impose a \$25/household registration fee, but withdrew the motion. Instead, *the Board approved a motion* stating that, contingent on approval of the IRDF loan, the Corporation will spend up to \$5000 on reunion subsidy, and that reunion fees would be imposed to make up any shortfall in the anticipated \$2500 in fundraising needed to balance the budget for the event.
4. John is still looking for suggestions for speakers at the Saturday daytime event.

### Building Needs Committee – Mike DeLaus

1. The architects have been asked to estimate the design and development costs for potential new development in Cambridge.
2. An AILG committee has started meeting with senior MIT administration officials regarding the Cambridge ILG opportunity. MIT seems very interested in pursuing this, and five ILGs are committed to participating. Most of these ILGs have no current house. MIT will get back to the group in a few weeks with site, subsidy and financial details (expected by mid-December.)
3. Discussion ensued as to the merits of moving to Cambridge versus renovating in Boston. There was general agreement that the location of the Cambridge site was a critical factor. The site has not yet been determined.
4. The committee recommended looking into short fixes for some house systems, since no construction, either in Boston or Cambridge, would occur for a while.

## **BUSINESS**

### **Alumni Advisory Committee – Adam D’Amico**

1. Adam D’Amico, the Chapter Advisor, has been asked by the Grand Praetor to create an Alumni Advisory Committee. It isn’t clear what the purpose of this committee is to be, or how it might differ in role from the Corporation. Adam will keep the Corporation advised.

The meeting adjourned at 9:08 PM.

Respectfully submitted,  
Joshua B. Littlefield, Corporate Clerk