

ALPHA THETA CHAPTER OF SIGMA CHI FRATERNITY, INC.

Alpha Theta Chapter
founded 1882

M.I.T.
founded 1861

March 27, 2005

Minutes of the meeting of the Board of Directors of the Alpha Theta Chapter of Sigma Chi Fraternity, Inc. held February 8, 2005.

The meeting was called to order at 7:14 PM in the Chapter House Library.

Present: Karl Büttner '87 (Board) Josh Littlefield '81 (Board) Adam d'Amico '99 (Board, Chapter Advisor)
Bryan DeLeon '05 (Consul, Board) Herb Mower '65 (Board) Mark Curtiss '87
Daniel Craig '03 (Board) Mike DeLaus '82 (Board) Brian Guerrero '06 (House Mgr, Board)
Kevin Krsulich '08 (Spring Rep, Board) Jay Krone '74 (Board) Josh Lake '07 (Quaestor, Board)
Brian Wilt '07 (Pro Consul)

Absent: Dan Scolnic '07 (Rush Chair) Chris Savage '07 (Magister) Joe Sikoscow '06 (Workweek Manager)
Phil Hum '06 (Board, G.Z.) Doug Bailey '72 (Board) Aaron Doody '07 (Fall Rep, Board)
Austin Ford '07 (Fall Rep, Board)

Minutes of the November 11, 2004 meeting were accepted as distributed by e-mail, with corrections from Josh Littlefield.

CORPORATE REPORTS

President – Karl Büttner

1. The New England Patriots have won the Super Bowl again. Kenmore Square was quiet, with no incidents.
2. The winter edition of the Beaver Sig has been released. It calls attention to the website at <http://sigmachi.mit.edu>, the look of which has been dramatically overhauled by Brian Wilt '07. We hope to be attracting more alumni visitors to post comments and contact information and generally stay in touch with each other.
3. The Beaver Sig also contains an article by Bob Ferrara, Theta Chi '67, MIT's new director of FSILG alumni relations, regarding MIT's commitment to the fraternity system. New IRDF procedures have opened several options for donating through MIT to the IRDF (Independent Residence Development Fund). Under the system, alumni can receive credit from MIT for making donations, while the houses receive the money through the IRDF. See the Beaver Sig article for more detailed information.
4. Brian Wilt will look through the server logs to learn more about the website's traffic.
5. It was discussed if at some point it could make sense to stop publishing a paper version of the Beaver Sig, and migrate to exclusively electronic distribution (via email and the web site). It is worth considering whether to publish only electronically or in addition to the paper version. The general consensus was that at some point in the future an electronic-only

distribution could make sense, but that presently this would likely exclude a segment of our alumni (either because they aren't online, or because we don't yet have their email contact information). Herb also notes that the paper version is still crucial to fundraising. For the immediate future, the goal will be to continue to encourage traffic to the chapter's web site and collect electronic contact information from more of our alumni.

6. The challenge of keeping alumni contact information up to date and in sync among the various collection points and databases was discussed. As has been discussed in the past, there are several sources for contact information: MIT's alumni database, Stewart Howe's database (receives address corrections via the Beaver Sig), Herb's database, and the chapter's web site. Historically Herb has kept in sync with Stewart Howe. To assist with keeping the chapter's web site in sync with these other databases it would be nice to have a "Last Updated" feature on the chapter website database so the data can be compared with the other databases. Wilt will look into doing this.
7. Contributions seem to be going well so far this year, but Herb did not have the exact numbers with him to report. Hopefully donations will continue to come in strong during the spring and summer, as they have during the fall and winter, so that we can stay on track to achieving a balanced operating budget for the year.
8. Safety Related Items with the house
 - a. The insurance company, Kirkland, performed a periodic inspection last fall and requested several follow-up actions, such as writing emergency plans, running fire drills, placing signage over the fire extinguisher in the kitchen, among others. Most of these items have already been addressed, and House Manager Brian Guererro will be completing the remainder shortly, with the possible exception of the recommendation for closers on all doors to sleeping rooms, which may require further research and time to address.
9. Previously, PK Hadley served as Alumni House Manager, but he is staying indefinitely in Missouri now. Danny Craig has agreed to take over the role, acting as primary contact for the undergraduate House Manager, the Workweek Manager, the Consul and the Pro Consul regarding the physical plant, with special emphasis on long-term upkeep. He will keep the Board informed of the state of the physical plant and make recommendations when action is needed.
10. On January 31, Sigma Chi Headquarters organized a fraternity-wide conference call to announce a zero-tolerance policy on hazing. An audio recording of the call is posted on <http://www.sigmachi.org>. It is approximately a 20-30 minute statement on pledging, pledge education, and the ritual. It should not require any changes on our part at this point.
11. Part of the new headquarters initiative is considering putting a limit on the length of pledge programs, but since the goal is to prevent the pledge program from interfering with academics, they may make exceptions in situations where the shorter program would be more interfering. Adam suggested discussing this with the Leadership Consultant.
12. The Scholarship Dinner will be held during the academic term. Last year's dinner was held during reunion week near commencement after the semester. As anticipated, that timing worked well attracting alumni, but was more challenging for undergraduate attendance. It was suggested at last fall's Board Meeting that it might make sense to try alternating the timing between reunion week and during the term each year, making this a year to hold the dinner during the term in the spring.

13. The consensus is to try using the Faculty Club, which has been a good, cost-effective venue, but may not be available. The two dates available for the house are April 23 and May 7. The final date will be decided before the next meeting. [Dinner since moved to May 14]
14. AILG Update
 - a. AILG (the Association of Independent Living Group, an MIT alumni organization made up of alumni house corporation officers, including Sigma Chi) is becoming more active in strengthening the FSILG system.
 - b. Last year, the FSILG Task Force studied ways to improve this system
 - c. The AILG's current effort is to create a set of standards for "accreditation" that will be performed periodically.
 - d. The goal is to get all houses accredited, so bar will be set low initially and then raised. The accreditation process will allow the AILG to have a say in how houses are approved by MIT.
 - e. Over IAP, a test was run through a type of "visiting committee" with 3-5 houses.
 - f. After examining the process, time, and personnel requirements, the results will be made known.

Treasurer – Josh Littlefield

1. Contributions have reached 80-90% of last year, which was where we had conservatively set our budget for this year. Hopefully donations will continue coming strong during the spring and summer, because the maintenance budget was probably too low, and there are many outstanding items to settle.
15. Still have not received the fall rent from the chapter, and spring rent is also due.
16. The corporation owes the chapter for maintenance costs which were supposed to be settled in November.
17. New maintenance items for heat and plumbing are now in the FSILG locker.
18. Property taxes have increased as expected, so it will probably take the entire budgeted amount. Somehow the square footage of the building increased for insurance calculation.
19. The educational percentage of the house was determined by Bob Ferrara's survey. The house is considered 27% education, which is above the average in the low twenties. We can now apply for operating grants from IRDF for up to 27% of our operating costs, depending on the extent they approve and have money in the pool. Josh will work with the Quaestor to fill out the application.
20. It may be possible to use that 27% educational designation to apply profits set aside in past years for educational purposes towards current operating expenses.
21. Now that the educational percentage is know, we can apply for IRDF operating grants. Josh will work with the Quaestor to fill out the application.
22. The corporation's taxes were filed electronically through the IRS's new web interface. No money was paid because we made no money.
23. It is not clear that the chapter filed their taxes, but it should have been done by January 15.

Capital Campaign

1. Wait until next meeting

CHAPTER REPORTS

Consul – Bryan DeLeon

24. Fall term GPA for the chapter was 4.49, taking third place among IFC behind TEP and AEPi.
25. IAP went smoothly, with weekly Tea, social events.
26. Brian Wilt redesigned the look of the house website.
27. Brian Guerrero conducted a mini-workweek.
28. Initiation went smoothly, even though it was the first time in some time without PK to help set up. Nine new brothers were initiated. Five actives did not participate, unfortunately.
29. The company that makes the photo composites is no longer licensed by Sigma Chi, so a new company will need to be found.
30. Province Conference will be held a Brown on February 25-26.
31. IFC is pushing a spring rush. The chapter is attending, but the biggest participants are the houses that had low rush numbers this year.
32. Rush retreat will be held April 1-3 at Applebrook.
33. The Leadership Consultant will visit the chapter on March 10.
34. IFC has set new rush rules for next year. In particular, there is no “gag rule” preventing discussion of where you live with freshmen during orientation.
35. SigEp’s charter was revoked by their national fraternity for running out of money and maintaining too low of membership numbers.
36. The President’s Council is reviewing SAE’s status as a petitioning member following a party that resulted in the arrest of three of their members and was reported in the Boston Globe and Boston Herald.
37. A party at AEPi was also broken up by police, though it is not clear whether it was organized by MIT students or members from Northeastern University who also live there. The incident was also reported in both the Globe and Herald. The AEPi incident was triggered by police noticing people standing outside the house with red plastic cups.
38. Karl: This kind of bad press can cause great damage to the fraternity system at MIT, and is the type of thing that fueled the decision to require freshmen to live in dormitories. Hopefully these two events are anomalies and the President’s Council / IFC can pressure its members/peers to prevent similar occurrences.

Pro Consul – Brian Wilt

1. IAP was busy updating the website
39. March 3 will be Alumni Day, beginning with volunteering at the Greater Boston Food Bank, then dinner and softball at the MIT barbeque pits. Invitations are being sent next week.
40. Updates to the bylaws will be proposed to ban dangerous space heaters.
41. Post-Initiation Training has begun for the newly-initiated brothers.
42. The chapter is on track for receiving a Peterson Award, assuming all goes well at the Scholarship Dinner.

Quaestor – Josh Lake

1. All the chapter’s bills are paid.
2. Housebills have been released this week, including items left over from fall.
3. Assistant Quaestor Nick Haschka attended Treasurers 101.

House Manager – Brian Guerrero

1. Had heating troubles over IAP, but without good knowledge of the system, it has been hard to diagnose. Brian has been learning from the house manager's bible how to operate the system better.
2. Many of the windows of the house were covered in shrink wrap for insulation.
3. Insulation problems in the vestibule most likely caused the break in the heating coil in the entry.
4. Will be discussing fire safety at chapter meetings, as part of insurance survey.
5. Egress certificate was not obtained last fall as it should have, so the process is being done now.

BUSINESS

Work Week Budget Approval

1. Workweek Manager Joe Sikoscow will present workweek ideas and budget at next meeting for approval
2. Probable projects: re-sealing dining room floor, new countertop in serving room, fix computer room ceiling and plumbing in 3rd floor bathroom.
3. Danny will work with Joe to make a list.

Physical Plant Issues

1. Joe, Brian G., and Danny will meet to create a list of physical plant issues that need to be addressed and report at the next meeting.

Other Business

1. Next AILG meeting is February 16, 7-9am at MIT, open to anyone.
2. The chapter won the inaugural intramural dodgeball tournament, defeating DU.
3. Brian G., Danny, Karl, and Josh will meet before the next meeting to discuss physical plant maintenance.

Tentative dates for future Corporate Board meetings were retained as follows: 4/11/05, 9/19/05 and 11/14/05 for the annual meeting.

Scholarship Dinner could be either 4/23/05 or 5/7/05. [since moved to 5/14/05]

Senior dinner is tentatively scheduled for 5/24/05.

The meeting adjourned at 9:29 PM.

Respectfully submitted,
Daniel Craig, Class of 2003
Corporate Clerk