



**MEETING MINUTES
OF
ARLINGTON DELTA UPSILON FOUNDATION, INC.
Board of Directors – Quarterly Meeting**

January 8, 2017 – 5:00 p.m.

Attendance and Proxy Designations

Board and Executive Members Present:

- Carl Esposito '06, President*
- Joshua Sawyer '06, VP of Membership*
- Andrew Fritz '96, VP of Finance*
- Mark McCaghren '07, VP of Administration*
- Gregory Will '11, VP of Compliance*
- Gilbert Jordan '83, VP of External Relations*
- Michael Blackman '06, Board Member*
- Agapito (Junior) Flores '10, Board Member *
- Michael Garabedian '93, Board Member
- David Sims '10, Board Member *
- Scott Layman '83, Board Member *

Board and Executive Members Absent:

- John Schlesinger '75, Board Member
- Jordan Pankratz '17, Active Chapter President

Others in Attendance:

- Mark Polvi '74, Alumnus*
- Gabriel Quiroz '18, Active Chapter VP of Membership*

* indicates remote attendance via teleconference

I. Call to Order

The meeting was called to order at 5:05 p.m. by President Carl Esposito presiding and VP of Administration Mark McCaghren took the minutes.

II. Minutes

After reading the minutes from the prior quarterly meeting held by the Board of Directors on October 16, 2016, Brother Sawyer motioned for the approval of the minutes. Brother Will seconded the motion. The motion passed unanimously, approving the minutes.

III. Executive Members' Reports

VP of Membership – Joshua Sawyer

- A. Dues collection plan – will cover in discussion
- B. Events – will cover in discussion

VP of Finance – Andrew Fritz

- A. Treasurer's report
 - Received an email from the active chapter president about upcoming payments to the Foundation; should receive payment soon

VP of Administration – Mark McCaghren

- A. No report other than the prior meeting's minutes

VP of Compliance – Gregory Will

- A. Chapter inventory/storage plan – will cover in discussion

VP of External Relations – Gilbert Jordan

- A. The Quack Newsletter
 - Need to add bio of new active chapter president to the website

Active Chapter President – Jordan Pankratz (Gabriel Quiroz reported in his place)

- A. Still transitioning the Omega Phi accounts to the new officers
- B. Discussed setting up a way to auto transfer funds from the active chapter to the alumni chapter to pay the monthly dues
- C. New treasurer is Ben Vang

President – Carl Esposito

- A. Congratulations to the newest board member, Michael Blackman, as well as the board members re-elected

Committee Reports

- A. Alumni Membership
 - No report
- B. Advising and Professional Development

Meeting Minutes – Arlington Delta Upsilon Foundation, Inc.

- No report
- C. Operations
- No report

IV. Discussion Items

- A. Marketing Plan for membership drive
- Brother Sawyer created a mail chimp message to email out to the alumni, and will post in the alumni Facebook group as well
 - Asked all board members to ask five (5) other alumni about joining the alumni group and paying their dues for 2017
- B. Dues collection plan
- Discussed using PayPal and a service called vCita to collect money for membership dues, fundraisers, events, etc.; decided to try it for one year (2017)
 - Want to get online payment service(s) setup by February 1, 2017
 - Membership dues will be \$50 per year
- C. Conference call programs
- Brother McCaghren will look at two conference call services other than Uberconference, and will report back to the board via email before the next quarterly meeting
- D. Tax status of ADUF
- Brother Garabedian will call Brother Chad Morgan to obtain legal advice on how to get setup as a 501(c)(3) so that [at least some] donations are tax deductible
 - All board members should be on the lookout for both an attorney and a CPA who specialize in nonprofits
- E. Events
- The Board moved DUcks on the Pond from the spring to the fall last year (2016) and had low attendance. We might want to move it back to the spring. Discussed pros and cons, and decided to have it on Sunday, April 2, 2017
- F. Chapter inventory/storage plan
- Brother Will requests that the new active chapter president help coordinate getting the chapter property to Brother Will to move to the storage building
 - Decided to have a “moving day” on Saturday, February 11, 2017 to move the chapter property into a storage unit
 - Need to send the storage unit rental agreement to Brother Esposito and Fritz

V. Old Business

- A. None

VI. New Business

- A. Board of Directors Election
- Election results – Brothers Andy Fritz and Greg Will were re-elected, and Brother Michael Blackman joined the Board in place of Joshua Koen
- B. Officer Elections

Meeting Minutes – Arlington Delta Upsilon Foundation, Inc.

- President
 - Brother Sims nominated Brother Esposito, Brother Jordan seconded
 - Brother Garabedian motioned to close nominations, Brother Jordan seconded
 - Brother Will moved to waive voting and elect Brother Esposito as President by acclamation, Brother Sawyer seconded
 - Brother Esposito won by acclamation, and was elected President
- VP of Membership
 - Brother Esposito nominated Brother Sawyer, Brother Sims seconded
 - Brother Will motioned to close nominations, Brother Esposito seconded
 - Brother Layman moved to waive voting and elect Brother Sawyer as VP of Membership by acclamation, Brother Jordan seconded
 - Brother Sawyer won by acclamation, and was elected VP of Membership
- VP of Finance
 - Brother Sawyer nominated Brother Fritz, Brother Jordan seconded
 - Brother Sims motioned to close nominations, Brother Flores seconded
 - Brother Will moved to waive voting and elect Brother Fritz as VP of Finance by acclamation, Brother Garabedian seconded
 - Brother Fritz won by acclamation, and was elected VP of Finance
- VP of Administration
 - Brother Will nominated Brother McCaghren, Brother Esposito seconded
 - Brother Will motioned to close nominations, Brother Sawyer seconded
 - Brother Sawyer moved to waive voting and elect Brother McCaghren as VP of Administration by acclamation, Brother Layman seconded
 - Brother McCaghren won by acclamation, and was elected VP of Membership
- VP of Compliance
 - Brother Sawyer nominated Brother Will, Brother Esposito seconded
 - Brother Jordan motioned to close nominations, Brother Garabedian seconded
 - Brother Sims moved to waive voting and elect Brother Will as VP of Compliance by acclamation, Brother Garabedian seconded
 - Brother Will won by acclamation, and was elected VP of Compliance
- VP of External Relations
 - Brother Esposito nominated Brother Jordan, Brother Sims seconded
 - Brother Flores motioned to close nominations, Brother Blackman seconded
 - Brother Will moved to waive voting and elect Brother Jordan as VP of External Relations by acclamation, Brother Layman seconded
 - Brother Jordan won by acclamation, and was elected VP of External Relations

VII. Announcements

- A. Next meeting is Sunday, April 9, 2017 at 5 p.m.
- B. First active chapter meeting of the spring semester is Sunday, January 22, 2017
- C. Active chapter will send the rush schedule when complete
- D. Brother Esposito will update the Board of Directors roster and email it out to the Board

VIII. Adjournment

With no further business presented to the Board, Brother Jordan motioned to adjourn the meeting, and Brother Will seconded the motion. The Arlington Delta Upsilon Foundation Board of Directors meeting adjourned at 6:19 p.m.

Fraternally,

Mark McCaghren

Mark McCaghren '07
VP of Administration