



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

**January 29, 2017 – 5:00 p.m.**

**Attendance and Proxy Designations**

**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\*

**Executive Members Absent:**

- Gilbert Jordan '83, VP of External Relations\*

**Others in Attendance:**

- None

\* 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**

The reading of the minutes from the previous meeting held by the Board of Directors on January 8, 2017, was waived.

**III. Executive Members' Reports**

**VP of Membership – Joshua Sawyer**

A. No report

**VP of Finance – Andrew Fritz**

A. No report

**VP of Administration – Mark McCaghren**

A. No report

**VP of Compliance – Gregory Will**

A. No report

**VP of External Relations – Gilbert Jordan**

A. No report

**President – Carl Esposito**

A. No report

**Committee Reports**

A. Alumni Membership

- No report

B. Advising and Professional Development

- No report

C. Operations

- No report

**IV. Discussion Items**

A. Recruit 60 dues paying members

- Membership Committee will lead the charge on this.
- We need a way to accept payments on the website; will start with PayPal. Need to add the payment method to the website. Brother Esposito and Brother Sawyer will head this up.

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- We need an automated thank you/confirmation email; Brother McCaghren will head this up.
- B. Create Alumni Weekend Event
  - Golf Tournament, plus some additional event(s) starting small and growing
  - Membership Committee will head this up.
- C. Create UTA Homecoming Event
  - Membership Committee will organize this.
  - Potential event ideas include: Greek life event, attending the homecoming game, tailgating, and packaging the homecoming game as a celebration of DU Founder's Day.
- D. Secure and Inventory Chapter Property
  - Operations Committee leading this charge (already in progress)
- E. Apply for IRS Status
  - VP Finance and Operations Committee
  - This should be the year we complete the research and get the monkey off our back on this item
- F. Plan and Execute 6 Workshops/Seminars for active chapter
  - 2 Spring Semester/2 Fall Semester
  - Advising & Professional Development Committee will lead this charge
  - Ideas for workshops: loss prevention, recruiting, resume/interview tips, personal finance skills
- G. Develop Planning Retreat with Active Chapter
  - Plan for Q4 2017 when new officers are elected for ADUF and Active Chapter
  - Advising & Professional Development Committee will lead this charge.
- H. Work with the Active Chapter to collect their dues timely, and pay ADUF timely
  - Membership Committee will head this up.
- I. Dan Farris
  - Brother Will reached out to Brother Farris via Facebook, and did not receive a response. Brother Will contacted Brother Adam Wendt, and Brother Wendt said he hasn't spoken to Brother Farris in a couple of years. Brother Will, nor any of the other Executive members present have Brother Farris's phone number.
  - Brother Sawyer will reach out to Brother Lupe to see if Lupe has contact info for Brother Farris.
- J. Executive Meetings
  - For 2017, we will hold Executive meetings at 5:00 p.m. on the last Sunday of each month.

**V. Old Business**

A. None

**VI. New Business**

A. None

**VII. Announcements**

- A. Moving Day for chapter property is Saturday, February 18, 2017

**VIII. Adjournment**

With no further business presented to the Board, Brother McCaghren motioned to adjourn the meeting, and Brother Will seconded the motion. The Arlington Delta Upsilon Foundation Executive meeting adjourned at 5:56 p.m.

Fraternally,

*Mark McCaghren*

Mark McCaghren '07  
VP of Administration