



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

April 10, 2016 – 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 Garabedian '93, Board Member
- John Schlesinger '75, Board Member
- David Sims '10, Board Member
- Michael Shumate '16, Active Chapter President

Board and Executive Members Absent:

- Agapito (Junior) Flores '10, Board Member
- Scott Layman '83, Board Member
- Joshua Koen '07, Board Member

Others in Attendance:

- Mark Polvi '74, Alumnus

I. Call to Order

The meeting was called to order at 5:02 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 January 17, 2016, and the special meeting held on February 21, 2016, Brother Esposito motioned for the approval of the minutes. Brother McCaghren seconded the motion. The motion passed unanimously, approving the minutes.

III. Executive Members' Reports

VP of Membership – Joshua Sawyer

- A. Items for discussion
- Golf tournament
 - Ducks on the pond

VP of Finance – Andrew Fritz

- A. Treasurer's report
- Active chapter owes ADUF approximately \$25,000 due to ADUF paying the rent when the active chapter occupied the old Fiji house
 - Liability insurance covers the active chapter insurance and ADUF D&O insurance

VP of Administration – Mark McCaghren

- A. Items for discussion
- Meeting minutes process
 - Master calendar
 - Event notifications
 - Process for meeting agendas

VP of Compliance – Gregory Will

- A. Items for discussion
- Inventory of chapter property
 - Storage facility

VP of External Relations – Gilbert Jordan

A. The Quack Newsletter

- Added sub-tab under Alumni
- Uploaded past newsletter (The Duckling) and copy of latest to website
- Scheduled 234 emails on April 14th with link to be sent
- Will upload and put notice on both Facebook pages on April 13th
- Will mail approximately 280 this week
- Summer issue scheduled to be issued around July 16th. Deadline for news/articles will be June 27th
 - Fore! a recap of the 9th Ralph Spring Memorial Golf Tournament
 - Alumni Tidbits
 - New Alumni, announcement of new alumni
 - Blast from the Past, photos of past DU and events
 - Gathering of Ducks, recap of 2 or more brothers getting together (i.e. Happy Hours, Texas Ranger Games etc.)
 - Brothers That Have Gone but Not Forgotten – list of all brothers that are deceased

B. 9th Ralph Springer Memorial Golf Tournament

- Scott Layman
- Hole sponsorship
- Kaleigh Springer's College Fund

C. Website

- Will add tab for Lost Brothers in May
- Will add Update Info button
- Will add alumni news button
- Will add tab for Deceased Brothers in August

D. Mail Chimp

- Have added approximately 14 to 15 emails
- Total as of today 233

E. Happy Hour

- Grease Monkey, April 7th, approximately 15 alumni
- Next one will be on June 30th at J. Gilligan's

Active Chapter President – Michael Shumate

A. Worked the Duck Commander 500 last night; made approximately \$4,000

B. Update on chapter:

- Cash in the bank – approximately \$13,000
- Active members: 22
- Spring pledges: 3
- Graduates in Spring 2016: 2
- Graduates in Spring 2017: 12
- Outstanding obligations: unknown

Meeting Minutes – Arlington Delta Upsilon Foundation, Inc.

President – Carl Esposito

- A. Executive Board met in early March to go over goals and discuss new positions
- B. Discussed how to drive membership in the alumni organization
 - Will be led by Brothers Esposito, Sawyer, and Jordan
 - Will create an annual budget starting this year
 - Need a plan by September to have available for potential dues paying members
- C. Brief synopsis of Housing situation
 - Ideas previously discussed by the Board
 - Build a new house on campus
 - 1. Architect plans were drawn up years ago; cost to build was approximately \$625,000
 - Work with the University for other options
 - 1. Clubhouse concept
 - a. Option 1: have just a library, kitchen, common room, etc., but no living quarters
 - b. Option 2: have living quarters only for the top 2-4 executive board members
 - c. If we go with option 1, need to preserve the right to expand later on to possibly build on living quarters
 - d. Cannot put a price on the bonding that living with multiple people provides; the brotherhood aspect is immeasurable
 - e. Cash flowing the house has always been an issue; need to be careful here
 - 2. Greek village concept
 - a. Individual chapters rent sectioned off residence halls
 - b. Share central court yard, barbecue, and volleyball space
 - 3. Purchase an existing house close to campus
 - a. Build on the side of campus that the University is not expanding for longevity
 - b. Build on the side of campus that the University is expanding, and plan on getting bought out at some point
 - 4. Rent some apartments in the retail space near campus
 - a. Could get a discount from the landlord as an incentive to fill the vacant space

Committee Reports

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

IV. Discussion Items

- A. Annual events calendar – need to discuss the master calendar for the year
- B. Golf tournament
 - Scheduled for May 1st at Rolling Hills Country Club
 - Preliminary plans:
 - Alumni tee times at \$75 each
 - Active tee times at \$55 each
 - Red balls \$10 each (able to tee off from the ladies tee box)
 - Mulligans - \$5 each
 - Strings - \$10 each
 - Sponsorships – tee boxes \$50, fairways \$50, and greens \$50
 - Approximate total income of \$5,320, expenses of \$1,831.31, and net income of \$3,488.69
 - Typically the proceeds go to chapter scholarships
 - This year some of the proceeds will be used for ADUF working capital
- C. Ducks on the Pond
 - Active chapter has reserved the intramural softball field for April 24th
 - Add to New Business: discuss moving the event to a Saturday in September close to Rush
- D. Anniversary celebration
 - Nothing formal this year, mention it at the golf tournament
- E. Canoe trip
 - Active chapter is interested in having it in June this year
 - Active chapter would like an option for alumni to prepay
- F. Happy Hours
 - Next one is June 30th
- G. Turkey bowl
 - Will discuss location next meeting
- H. Storage
 - Arlington has a shortage of climate controlled storage
 - Brother Will thinks the best option is the U-Haul self-storage on Bowman street
 - Move to new business to vote on
- I. Master calendar and event notifications
 - Need a master calendar for ADUF; Brother McCaghren and Brother Jordan will work together on this
 - Brother Jordan and Brother McCaghren will coordinate on event notifications
- J. Agendas/Minutes
 - Would like to have agendas prepared and distributed well before each meeting
 - Officer reports and agenda items will be due to the President 7 days before each meeting
 - Brother Esposito will consolidate all officer reports and agenda items post the agenda to the website and the Facebook group 7 days prior to each Board meeting

Meeting Minutes – Arlington Delta Upsilon Foundation, Inc.

- Meeting minutes will be sent to the Board for review within 7 days of each meeting; comments/approvals are due back within another 7 days. Once final, the minutes will be posted to the website and the Facebook group
- K. Active chapter finances
- Want to see the Active chapter's income statement, balance sheet, A/R statement, and bill schedule at each ADUF quarterly Board of Directors meeting
 - Discussed the idea of requiring the active Brothers to prepay each semester

V. Old Business

A. None

VI. New Business

- A. Renting a storage facility
- Storage facility will cost either \$39.95 or \$44.95 (excluding taxes and fees) depending on size
 - Brother Will motioned to table voting on whether or not to rent a storage facility until the next meeting, after an inventory has been taken of chapter property to determine what size storage unit we will need. Brother Sawyer seconded the motion, and the motion passed unanimously
- B. Ducks on the Pond
- Brother Sawyer motioned to move Ducks on the Pond from April to the Saturday following fall Bid Day. Brother McCaghren seconded the motion; motion passed unanimously

VII. Announcements

A. None

VIII. Adjournment

With no further business presented to the Board, the Arlington Delta Upsilon Foundation Board of Directors meeting adjourned at 6:59 p.m.

Fraternally,

Mark McCaghren

Mark McCaghren '07
VP of Administration