



Meeting Minutes of the Beta-Eta Chapter of Tau Kappa Epsilon Fraternity Board of Advisors

Date and Time: January 27, 2019, 10:00 A.M. CST

Location: #3 Fraternity Drive, Rolla, MO 65401 and remotely via Zoom Video Conferencing

Purpose: Conduct the necessary business of Missouri School of Mines Teke, Inc. to enable the Beta-Eta Chapter of Tau Kappa Epsilon Fraternity to contribute to the advancement of the Missouri University of Science and Technology and society through the personal growth of our members and service to others.

The meeting was called to order at 10:08 A.M. by Chairman Steve Bahr.

1. Attendance Report

Member	Role	Present	Absent
Steve Bahr	Chairman	X	
Ryan Rzdca	Vice Chairman	X	
Joshua Nixon	Secretary	X	
Jeff Steinhart	Treasurer	X	
John Eash	Rush Advisor	X	
Dave Bernhard	House Management Advisor	X	
Darryl Brinkmann	Chapter Advisor	X	
Mark Fitch	Faculty Advisor	X	
Drew Hall	Alumni Association President	X	
Griffin Elliott	Chapter Prytanis	X	
Alex Gehrin	Chapter Crysophylos	X	
Mike McEvilly	Member-at-Large	X	



Mark Downer	Member-at-Large		X
Rob Starrett	Member-at-Large	X	
Curt Costello	Member-at-Large		X
Ryan Elam	Member-at-Large	X	
Will Ruzicka	Member-at-Large	X	
Ivan Matthews	Member-at-Large	X	
Michael Taylor	Member-at-Large	X	

A quorum of members was determined as present, and the meeting could conduct business.

2. Acceptance of Previous Meeting Minutes

Motion by Joshua Nixon to accept the previous meeting minutes. Seconded by Dave Bernhard. Passed unanimously.

3. Executive Report

i. Chapter Operations

- Monthly Operations Report Feedback
 - If actives need help from the BOA, notes can be included in the reports for requesting additional assistance from BOA members.
 - The TKE Headquarters key result areas (KRAs) can also be added to the monthly operations report.
 - It was noted that the direction the BOA is heading in with regular reporting from the actives is great.
- Officer Corp's Upcoming Goals for February
 - Establish communication with Kappa Sigma's president regarding sidewalk construction.
 - Complete the yearly plan.
 - Assist the VPs in completing the yearly plan.
 - Complete the study room project.

ii. Finances/Budget

- Monthly Finance Report Feedback
 - Some members of the BOA requested that they would like a more concise summary of where the chapter is sitting financially.



- Recruitment Budget
 - There is a discrepancy between the rush fees charged to out-of-house members and the allocated rush budget.
 - It was determined that this is an internal issue with budget allocation and no BOA action was necessary.
 - It was noted that Ray Buehler will be reviewing the direction of the 1107 Club and Triangle Club scholarship funds soon that may impact recruitment and the rush committee.

- Housing Bill Rates
 - The BOA needs a long-term plan for addressing housing bill rates.
 - Questions considered included how to increase rates and if freshmen would be locked in at the current housing bill rate for the entirety of their college career.
 - Additional fees and inflation were noted as impacting the budget.
 - A more robust discussion was held in New Business.

iii. Rush/Membership

Spring 2019 Rush Report	
Signed Bids	8
Outstanding Bids	0
Current Prospects (No Bid)	1 (fall 2019)

Current Membership Report		
In-house Membership	Actives	39
	New Members	9 ^A
	Total	48
Out-of-house Membership	Actives	16
	New Members	2
	Total	18
Total Membership	Actives	55
	New Members	11 ^A
	Chapter	66

^A The total includes 3 freshmen that didn't meet the academic requirements for initiation in fall 2018 but that remain enrolled at the school and involved in TKE for spring 2019.

- Recruitment Update
 - A new bid committee has been introduced to help check the rush chairman's decisions on potential members. This has been introduced to help filter out the members that may not be successful leaders for the Fraternity.



4. Housing Report

- Monthly Facilities Report Feedback
 - The monthly facilities report includes house maintenance, but it will be expanded to include house development items.
 - A list of the status of ongoing projects will also be added.

- Housing Update
 - The study room project is set to be finished by the first freshmen orientation day (PRO Day) in approximately a month.
 - A discussion was held on the ongoing problem with areas of the house heating up and activating the fire sprinkler, which has occurred twice in the past two years.
 - A possible quick fix was offered to add temperature fire detectors to problematic areas to set an audible alarm before fire sprinkler activation in order to alert actives to respond, such as opening doors for increased ventilation.
 - The HVAC issues were stressed as needing to be addressed beyond “just putting a band-aid on the problem”. The BOA is continuing to address the issue.
 - A procedure was developed by the active chapter on how to respond to an actuating fire alarm.
 - A discussion was held on further risk management and preparedness strategies for responding to fires.

5. Alumni Association Report

- The Alumni Association has finalized the schedule of events for the year.
- A band is being planned for playing during the Saturday of Pats again.
- The Alumni Association plans on better communicating the new hard alcohol policy to the alumni base.
- The annual alumni golf tournament is set for June 15th (Saturday of Father’s Day weekend).
- There was good feedback from the Back-to-School BBQ event.
- Homecoming is being targeted as the big event for this year.
- The Alumni Association is mindful of the number of events being planned, and the goal is to target one event a year for maximum participation instead of pushing every event.
- The Alumni Association will work closely with the active chapter Homecoming chairman.

6. Old Business

i. BOA Structure

- Establishing Long-term Capital Improvements
 - Several housing items, such as the parking lot, need to be addressed at least



- every 5 years.
- There is currently no funding mechanism for long-term capital improvements.
- It was also noted that planning needs to occur for when the interest rate will increase on the loan when the 5-year note ends.
- It was decided that two major items, reviewing the long-term finances/funding and deciding long-term projects to address, will be discussed during the next BOA meeting.

- Adding Parents Club Representation on the BOA
 - BOA members expressed both support and hesitation for adding a parent as the Parents Club Representative to the BOA.
 - Currently there is no established structure and membership for the Parents Club.

Motion by Steve Bahr to table adding Parents Club representation to the BOA until a Parents Club has been established. Seconded by Joshua Nixon. Passed unanimously.

- Adding the Vice President, Rush Chairman, and Active Member Advisor as Voting Members of the BOA
 - There is currently a lack of defined structure for membership in the BOA such as any overall membership limit, any limit on members-at-large, and any limit on active chapter members holding voting rights.

Motion by Ryan Elam to table adding active members to the BOA until a strategic meeting has occurred on deciding the board structure. Seconded by Michael Taylor. Passed unanimously.

7. New Business

i. Sidewalk Between TKE and Kappa Sigma

- Kappa Sigma has displayed frustration towards TKE because of their grass dying due to Tekes walking through their yard to class.
- A sidewalk project has been proposed by the active chapter to bridge the gap between the TKE and Kappa Sigma lot, which would be 25 feet long by 5 feet wide.
- Kappa Sigma seems willing to pay for a portion of the sidewalk project.
- Some BOA members communicated a preference for having the project completed professionally instead of by the active chapter.
- There are also a few outstanding issues with addressing the drainage between the lots. Better weather is being waited upon for taking action.
- The BOA House Management Advisor will continue to communicate with the House Manager until a formal proposal can be discussed by the BOA.



ii. New University Housing Rules and Fees

- Summary of New University Approved Housing (UAH) Policy
 - All students living in UAH facilities (including TKE) will be assessed \$65 per student per semester.
 - Housing contract cancellation fees will be assessed for students leaving the dorms for Greek housing
 - Prior to June 1 – no cost
 - June 1 to July 15 – \$200
 - July 16 to Opening Day (Saturday before classes start) – \$400
 - After Opening Day – \$600 plus pro-rated room and board charges
 - The University, aware of the impact of the policy changes affecting Fraternity recruitment, will work with Greek chapters to expand recruitment methods.

- There is no realistic chance of the policy changing, so the chapter must adapt to the new policy changes.
- A long discussion was held on recommendations for the active chapter to overcome the new challenges in recruitment.
- The active chapter is aware of the increased urgency to recruit new members earlier in the rushing season, ideally before the summer begins.
- The combination of the new Greek fee, inflation, and other expected fees is putting a tighter strain on finances.

Motion by Ryan Elam to increase house bills for the 2019-2020 school year by 2.5%, which corresponds to the consumer price index (CPI) for the previous 12 months. Seconded by Jeff Steinhart. Passed Unanimously.

iii. Schedule for Next Meeting

Motion by Steve Bahr to hold the next BOA meeting on March 17, 2019 at 10:00 A.M. CST. Seconded by Mike McEvelly. Passed unanimously.

8. Remarks for the Good of the Board

- Good job to the actives on making regular reports for the BOA!

The meeting was adjourned at 12:21 P.M. by Chairman Steve Bahr.

Minutes were respectfully submitted by Secretary Joshua Nixon.

