



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

Date and Time: April 28, 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 10:05 A.M. by Chairman Steve Bahr.

1. Attendance Report

Member	Role	Present	Absent
Steve Bahr	Chairman	X	
Ryan Rzasca	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 McEvelly	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 Mark Fitch to accept the previous meeting minutes. Seconded by Darryl Brinkmann. Passed unanimously.

3. Executive Report

i. Chapter Operations

- Officer Corp's Completed Goal(s) from March/April
 - Met community service KRA (key result area) established by TKE Headquarters with 3,096 hours.
- Officer Corp's Upcoming Goal(s) for Summer
 - Submit 20% of delinquent accounts to debt collections agency.
 - The agency has been selected and contacted.
 - Accounts will continue to be submitted over the summer.
 - Finish pouring concrete around the firepit.
 - Project has been delayed due to weather.
 - Close the Pennington account.
 - Pennington & Company, Inc. was contracted as the fundraising and public relations counsel for the new chapter house.
 - The Pennington contract will be terminated after the final campaign reminder is sent out in the coming month.
 - The website built and maintained by Pennington (<http://tkebetaeta.com/>) will still be retained for the chapter to manage.



ii. Finances/Budget

➤ Financial Update

- We need at least \$15,000 to make it through the summer.
 - The active chapter currently only has around \$10,000 (not considering the amount still owed to the Board).
 - A discussion was held on increasing dues for out-of-house members to help bridge the gap (discussed in New Business).
- The BOA needs to keep aware that the mortgage is expected to increase again in 3 years.

iii. Rush/Membership

Fall 2019 Rush Report	
Signed Bids	5
Outstanding Bids	3
Current Prospects (No Bid)	5+

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. Spring initiation will be held the weekend of May 4.

➤ Fall 2019 Rush

- The actives noted that only 25 bids total are signed for the campus currently.
- The chapter is expecting 36 in-house members to return next semester, which has put more urgency on the Rush Chairman to recruit the necessary numbers.
- The chapter will be repeating the early signing bonus of \$150 as an incentive (awarded after induction) provided by the Alumni Association from 1107 Club funds.
- The Faculty Advisor noted that there are 200-400 fewer freshmen attending this year, so the recruitment pool will be smaller.



- Fall 2019 Expected Membership Changes
 - 5 actives are moving out of the house without appeal due to fulfilling their 6-semester contract.
 - 1 active is graduating.
 - 3 actives are leaving on co-op.
 - 2 actives are appealing to move out of the house before fulfilling their 6-semester contract (approved in New Business).
 - 1 spring class candidate is at risk of being dropped due to poor academic performance.
 - 2-3 actives are at high risk of dropping out due to personal and/or academic issues.
 - 2 actives are returning from co-op and moving back into the house.
 - Net number of actives moving out is expected to be around 13 actives.

4. Housing Report

- Update on HVAC System
 - The necessary maintenance is planned for the summer.
 - The work scope has been expanded to add closet units in addition to the attic work.
 - Placing transfer grills in the doors was recommended for enhanced ventilation.
 - Additional insulation will also be applied on ductwork.
 - The planned work may not eliminate the problem, but it will definitely alleviate the problem.
 - The funds will come out of the BOA budget.
 - It was noted in discussion that it may be preferable to get new doors with louvers instead of cutting out the current doors to add louvers.
- Update on Concrete Pad
 - The actives have a list of everything needed for the project.
 - The House Manager is looking at early summer for pouring the concrete with help from alumnus Andrew During.
 - The House Manager will possibly align the project with a Summer Workday.
 - The BOA recommended that the House Manager may also want to talk to alumnus Curt Costello for help on the project.
- Miscellaneous
 - The issues with the room floors seem to be due to incorrect application of product or wrong product selection. Professional advice was given that painting could be successfully applied for fixing the cosmetic issues.
 - The BOA has attained access again to the video security system. The BOA House Management Advisor is working with the House Manager to move certain security cameras.



5. Alumni Association Report

- The Annual Alumni Golf Tournament will be held on Saturday, June 15th at Paradise Valley Golf Club.
 - The Alumni Association would like a few active volunteers to come hang out and help run the tournament (ideally 6 actives).
 - Actives are also welcome to attend as golfers.

6. Old Business

i. Out-of-House Dues

- There is disagreement over how much to raise out-of-house dues and whether or not to gradually increase dues.
- After discussion, raising out-of-house dues to \$400 per semester became the price point of compromise.

Motion by Mike McEvilly to raise out-of-house active semesterly dues to \$400. Seconded by Michael Taylor. Passed unanimously.

7. New Business

i. Board Retreat

- The BOA Chairman noted that the weekend of graduation (May 17th) would be a good choice for a Board Retreat.
 - Some BOA members voiced opposition to that weekend due to scheduling conflicts.
 - The BOA Chairman will determine the exact timeframe on a retreat that works for the most BOA members.
- Items to discuss include the direction and relationship between actives and the BOA as well as future leadership positions for BOA members.

ii. Summer Work/House Dues

- Preston Walden has been designated as the Summer House Manager to oversee necessary house maintenance and cleaning.
- Reimbursing actives at the end of the summer for adequately completing house maintenance seems preferable over an up-front housing bill discount.

Motion by Steve Bahr to set the summer housing monthly bill at \$500 with opportunities for reimbursement as approved by the Summer House Manager and BOA House Management Advisor. Seconded by Dave Bernhard. Passed unanimously.



iii. Leadership Conference Fees

- Two actives have been accepted to the TKE Leadership Academy.
- The BOA assured the actives that the \$150 registration fees will be covered by alumni funds.

iv. BOA Treasurer and Chapter Adviser Replacements

- Chapter Advisor Darryl Brinkmann and BOA Treasurer Jeff Steinhart have announced their intentions to step down at the end of the 2019-2020 school year.
- The BOA is still determining which alumni would be willing and capable of filling those BOA positions.

v. Moving Out Appeals

- It was noted that actives wishing to appeal to move out of the house prior to the completion of their contract may be better suited appealing to the actives or the Officer Corp instead of the BOA in order to receive more honest feedback.
- There was a discussion held on the concerns with actives holding certain officer positions while living out-of-house.
- The BOA heard the appeals for the two members wishing to move out-of-house.

Motion by Mark Fitch to approve the two appeals for moving out-of-house. Seconded by Darryl Brinkmann. Passed unanimously.

vi. Schedule for Next Meeting

Motion by Steve Bahr to hold the next BOA meeting on August 25, 2019 at 10:00 A.M. CST. Seconded by Darryl Brinkmann. Passed unanimously.

8. Remarks for the Good of the Board

- Will Ruzicka has found a conference room phone that would be better suited for BOA meetings at the TKE House.

The meeting was adjourned at 12:27 P.M. by Chairman Steve Bahr.

Minutes were respectfully submitted by Secretary Joshua Nixon.

