

# Grand Council Meeting Alpha Rho Chi Fraternity September 6, 2006

## *Attending*

Vicki J. Horton, Worthy Grand Architect  
Laura Schmidt, Worthy Grand Associate Architect  
Charles Pickard, Expansion Director

Stephen P. Janick, Grand Advisor  
Richard L Jenkins, Worthy Grand Scribe

## **Excused:**

Frank Kitchel, WGE  
Scott Swanson, National Director  
Nicole Dress, Development Director

The meeting was held on a conference call.

## **Called to Order, Wednesday September 6, 2006 at 9:08 pm**

Previous month's minutes accepted as amended. To be posted on [alphanhochi.org](http://alphanhochi.org)

## *Reports*

### **Worthy Grand Associate Architect**

- Submitted our proposed changes to the National Database to Mike Schmidt with Anchorwave, and he is currently assessing the changes, and preparing a proposal. It is our goal to have a final proposal to review and approve at the Leadership Conference in Tempe.
- Form tracker. Mike Schmidt also planning to give tutorial on the form tracker system to WGAA and WGS (and any other interested people) in Tempe.
- Making additional updates to the database, including noted changes submitted with the AA-1 reports at this years' convention. This process highlighted a large number of people who are missing from the database.
  - Some of these brothers may be in the database somewhere, spelled incorrectly, or who have married and had a name change
  - Some of these brothers may have been lost when the database crashed several years ago.
  - Some of them may never have submitted e-1 cards.Contacting the AA Presidents, and their RDs for help in finding these missing people.
- Will refresh database passwords in the next month. Beyond the security benefit of this, the refresh will hopefully also encourage our brothers to use the database, and bring it to the forefront of their minds. Considering database enhancements that may be useful to AAs.
- Prepping dues invoice reminders and will coordinate with WGS next week.

### **Worthy Grand Scribe**

- National Director is on fire assignment through mid-September and will not be attending LCo6. Covering for him in his absence, cc'ing him on emails for his notes.

- Region 1: RD1 is a new father as of Aug 26. In contact with DOMI and VITR. SENE starting up
- Region 2: META beginning Fall Rush and starting this year's film series.
- Region 3: Installation date for HADR still pending, as earlier date has fallen through. Plan for selecting another date underway. RD3 also intending to visit NICO soon.
- Region 4: ANTH held retreat 3 weeks ago and revised their recruitment program for this year. Other chapters starting up in next couple weeks.
- Region 5:
  - RD5 and ED met with Faculty Bro. Michael Hagge and actives from IMHO in August. Discussed a lot including: reporting, encouraging IMHO to travel, possibly changing elections and pledging semesters, encouraging more social interaction.
  - No date set yet for XENO. RD5 expecting update from XENO pres.
  - DINO excited for this year's professional programs and revamped pledge education schedule.
- Region 6: PYTH underway for 2006. No info on RHOE. WGS to contact RD6 to determine whether GC involvement is required/helpful at this time.
- Region 8: ANDR and DAED "motoring along". RD8 working regularly (usually twice weekly) with SATY WA to help with that chapter.
- Ordered 50 custom binders for use as Records Binder as planned in summer GC meeting. Most will be distributed to chapters and AAs at LCo6. Others will need to be mailed to individual organizations with cover letter. Been busy preparing tabs and existing policy documents for the binders to be assembled in Tempe. WGS to get a few items from WGAA for inclusion in binders.
- Revised student-facing colony process document (aka "6 easy steps") to align with new colony handbook. Document sent to Expansion Director for his use responding to student interest.
- Made updates to database and updated lists of lost members. Much of the chapter rolls appear out of date (missing E-1, "lost" status, graduations). Will be putting a focus on chapters maintaining their rosters with the help of RDs through October.
- Collecting more stationary prices and working on possible designs. Welcome input on quantity and possible distribution to chapters.
- 2006 Medals "closed". Recipient names posted online and sent lists to *Archi* Editor and *Almanac of Architecture & Design* for publication.
- APX business cards sent to Nicole Morris Dress
- Karen Marker has begun work on next issue of *The Archi* and is targeting November drop date.
- Shipping addresses have been sent to printer for distribution of *The Archi Pledge*. Copies should arrive in the next couple weeks.
- Changes in chapter schedules changed *APX Letter* plans. Hope to get issue underway with LCo6 recap.
- Put together the following wish list for development assistance from Anchorwave. (Not including content changes on our end). Will write up prior to LCo6 to discuss with Mike Schmidt.
  1. Credit card payment
    - a) LC Registration,
    - b) Convention Registration

- c) Alumni Dues payments
- d) Graduation Merchandise Orders
- e) Pledge Pins Orders
- f) Additional Bronze Medal
- g) Open Payment (user can define amount and what it's for)

2. Database updates  
See WGAA

3. Calendar app  
So users can add events for webmaster/officer validation and posting

### **Worthy Grand Estimator**

*Excused, see appendix for report*

### **Grand Advisor**

- Now a grandfather
- Recap of IktiAA picnic

### **National Director**

*Excused*

### **Expansion Director**

- Student interest from University of Kentucky
- RD2 has sent new faculty lead at Louisiana State University
- Sending brochure cards to chapter on request

### **Development Director**

*Excused, see appendix for report*

### **Worthy Grand Architect**

- Sealed certificates for SENE forwarded by Greg – will hand deliver them to the SENE rep at LC next week.
- Grand Lecturer will be providing three *Rise* articles for distribution at LC. WGA will email GL to see what publication help is needed (from WGS as needed). *The Rise* will need to be mailed to organizations not represented at LCo6.
- Still no official minutes from 59th national convention officers. Will follow up again.
- APX Foundation has agreed to a \$1,500 grant for LC. Will submit a request for reimbursement for the tour and a portion of the professional program after LC.
- Finishing up presentation for LC. Need to pen a brief insert for the books we'll be giving to our participants.
- Ryan Rosen will be representing APX at the PFA Conference this Thursday through Sunday. The only item we have asked him to accomplish is making contact with other fraternities regarding APX going international. Will also be collecting business cards/contact info for potential vendors
- Waiting to hear from Iktinos WA about potential visit to the chapter in early Nov.
- Still on To Do list for this month:
  - Follow up with National Headquarters campaign committee
  - Write formal request for APX Foundation grant

- Draft letter to FAIA brothers, re: potential MA candidates
- Charter presentation planning (DINO and NICO). ED has contact for framing in Memphis, can get very reasonable rates.
- Add PFA awards to APX awards schedule
- “Final preliminary” numbers for LC:
  - Registered: 61 registered, all paid except for WGA, GA, RD1, RD3 and SATY? 34 participating in Taliesin West tour
  - Meeting space, ground transportation, meals and lodging have been successfully worked out. Asked the committee to minimize WGE duties as much as possible for the weekend by planning for E-4s after the event, as much as possible.
  - Originally budgeted for a net lost (cost) of \$12,826 on the event. After lots of hard work and fiscal responsibility on the part of the committee, the latest estimates show we'll lessen the impact by nearly \$4,000. Given the additional day's programming, WGA is confident we'll be pleased with the decision to take this event to two days.

### *Old Business*

- WGS has filed paperwork for membership in College Fraternity Editors Association.
- WGA checking on status of Sustaining Membership in Association of Collegiate Schools of Architecture.

### *New Business*

None

The next meeting is scheduled for October 4, 2006.

**The meeting adjourned at 9:58 pm.**

**Richard L Jenkins**

Worthy Grand Scribe,  
Alpha Rho Chi Fraternity

# Appendices

## *Worthy Grand Estimator Report*

### **Checking Account Balance & Investment (Liquidity)**

The Fraternity's checking account balances as of 8-31-06 is \$98,959. Last month, we invested \$15,000 in a 9 month CD at 5.35% APR with Libertyville Bank & Trust. Surprisingly, this was a better rate than a one year CD. The investment strategy is to invest \$15,000 every 60 days into a CD for a year, totaling \$90,000 to be invested in an interest bearing vehicle. (Please note that we have increased our "investment cash" from \$67,000 from 18 months ago to the present \$90,000.) The next \$15,000 CD will be purchased the first week of October. This will continue throughout the year on a 60 day cycle, barring any catastrophic financial incident. When the CD's come due, unless we need the cash for immediate need, the money will be rolled over into another CD. If this strategy changes, we will discuss this with the GC at that time. Net of net, we are flush with cash and very solvent.

### **Major Changes in Cash Balance, Position or Investment Value since last report**

Major cash expenditures during the first two months of the fiscal year were as follows:

GC Summer meeting expenses	6,904
Prepaid airfare to LC	\$1,186
Badges, general and misc. expenses	\$3,343

Total expenses paid this fiscal year total \$11,434.

### **Accounts Receivable Update**

Major cash receipts during the first two months of the fiscal year were alumni dues and LC fees. Total cash receipts this fiscal year to date are \$13,347.

A year to date actual v. budget income statement covering the period July 1 to September 5, 2006 is attached.

### **Chapter Reporting**

As of September 5, 2006, we have 18 active chapters. All chapters are up to date with their monthly membership reports and payments through August, except for Nikon and Rhoecus. Details of chapters reporting and dues are shown in the attached file.

### **Projects Update**

- LC Tempe: According to my records, 61 people have registered for LC. All but 7 have paid their registration fees. Of those seven, 4 are GC members or appointees which have made prior arrangements to pay on site. That leaves only 3 members-at-large that have yet to pay. Great job Andrea! Details on can be found in the Budget v. Actual file under the "LC attendees" tab.
- D&O Insurance: nothing has been done since our discussion at summer meeting.
- General Liability Insurance: Discussed at summer meeting, Swanson was discussing with his contact in the insurance industry, nothing new since summer meeting.
- Need to do: Mail APXF our FY 06 actual expense request for reimbursement and our FY 07 forecast of APXF expenses to be reimbursed.

## *Development Director Report*

1. APX Foundation - no updates. Will pursue this month.
2. Major Gifts:
  - Ohio - received copy of letter that Brother John Hagely will send out to Prospect DEME-1 last month. Brother Hagely has called prospect and has set up a date to meet Monday Sept.11.
  - Pennsylvania - no update.
  - Texas - Prospect XENO-1 returned my phone call. Prospect will be sending me a letter confirming his intention to make a donation over a series of months, starting later this fall once some personal issues are resolved.
3. Other APX Major Gifts Programs: no updates
4. Planned Giving: no update.
5. Annual Dues Campaign: See WGAA report.
6. Corporate Sponsors: I still need to gather my research to date to forward to Chooch.
7. National Headquarters Campaign: no recent information from Illinois Brothers. Seemed to have lost the photo that WGA sent previously requests it be resent
8. Leadership Conference Campaign: to discuss possibility of a bi-annual appeal given the late date with WGA Vicki.