

# Grand Council Meeting Alpha Rho Chi Fraternity May 4, 2014

## *Attending*

Laura Schmidt, Worthy Grand Architect  
Richard L Jenkins, Worthy Grand Scribe  
Scott Swanson, Grand Lecturer  
Kristen Argalas, WGS-elect

Mara Braspeninx, Worthy Grand Associate Architect  
Gregory S. Pelley, Grand Advisor  
A. J. Kessinger, National Director

**Called to Order, May 4, 2014 at 9:01 pm EDT**

**Motion to approve minutes from April 6 meetings.** Motion passes. WGS to post.

## *New Business*

### **Policies**

- WGA moves to approve the privacy policy proposed by the WGE in her report. *Motion passes.*
- WGA moves to approve the returns policy proposed by the WGE in her report. *Motion passes.*

### **Motion to Suspend the Satyros Alumni Association**

- Per Section 8 of the Policy on the Status of Alumni Associations, the Grand Council must declare an alumni association SUSPENDED when any two of the criteria listed in section 8.1 are met. The two following criteria are as follows:
  - The Satyros Alumni Association owes for more than 3 years of annual Alumni Association Fees to the fraternity. (They have not paid since 2010).
  - The Satyros Alumni Association has failed to send a delegate to a regular or special convention for two consecutive years. They failed to send a delegate since the 62nd Nation Convention in 2009.
- WGA moves to suspend the Satyros Alumni Association for the above reasons.
  - WGS moves to postpone consideration of the motion until the next meeting of the Grand Council to notify the Satyros Alumni Association that it is being considered for suspension per Art XVIII, Sec 02 of the bylaws of Alpha Rho Chi Fraternity. *Motion postponed until the next meeting of the Grand Council.*
  - WGAA to inform the Satyros Alumni Association of the pending suspension.

### **Appointments**

- WGAA moves to appoint Hao Phung as Development Director for the remainder of FY2014. *Motion passes.*

## *Reports*

Reports submitted prior to the call and included in the record for the following officers:

- Worthy Grand Architect
- Worthy Grand Associate Architect
- Worthy Grand Scribe and Worthy Grand Scribe - elect
- Worthy Grand Estimator (absent)

- Grand Lecturer
  - Grand Lecturer notes that subsequent to the submission of his report, on May 3, he installed Numisius Chapter with 13 members.

**Meeting adjourned 9:34 pm EDT.**

**Richard L Jenkins** – Worthy Grand Scribe, Alpha Rho Chi Fraternity

## Alpha Rho Chi Fraternity WGA-Report

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### **Leadership Conference Evaluation & Moving Forward**

Still waiting for hotel proposals

### **GC Harassment education**

Proposal to take this item from our summer meeting agenda from the GA's plate. WGA to research possibilities for supplemental education for WGA, ND and Glect.

### **Chapter Process Meeting**

The WGE, ND and I are meeting next weekend in Houston, TX to come up with recommendations to develop better processes promote chapters in good standing, and to better streamline how we address chapters who are not following through with their obligations. Our agenda continues to grow.

### **Convention Planning Process Meeting**

I attended a meeting with the WGAA and the GL to discuss convention planning and several recommendations were made for discussion for summer meeting. In addition, the WGAA has left with the outline for a convention planning manual, and a standard convention planning schedule. (I assume much of this will be included in her report for this month.

Subsequent findings include:

Our current by-laws regarding the Official notification timelines are no longer in sync with the state of Illinois regulations. I have already drafted a motion do amend the by-Laws (attached).

### **GC Summer Meeting**

The Summer meeting has been scheduled for July 25-27 in Boston. I will provide assistance to the WGE to help select our venue.

### **Upcoming Travel/ meetings:**

5/2-5/4 – San Luis Obispo, CA – Numisius Installation

5/9-5/10 – Houston, TX – Chapter in good standing Process meeting

6/6-6/8 – Champaign, IL – Attending the Anthemios Centennial Celebration (Personally funded)

7/25-7/27 – Boston Area - GC Summer Meeting



## Alpha Rho Chi Fraternity WGAA Monthly Report

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### Convention General

- Convention Planning Process Meeting was held in San Diego on April 18-20 with previous WGAA's (WGA and GL) to create an outline for a Convention Planning manual and schedule (see attached). WGAA will continue to develop.

### Convention 2014

- Post-convention survey closed on April 30th.

### Convention 2015

- Vision Proposal: Looking Toward the Future  
Last year was all about celebrating the centennial and looking back at the history of the fraternity. Next year, the Convention Team proposes a central theme of looking toward the future, with speakers, tours, workshops to be loosely guided by this theme.
- Registration Caps:  
I have a message into our hotel contact to confirm if they have capacity for us to grow. They currently have us at 200 for the banquet. Their largest ballroom has the capacity to seat up to 1200.
- Have begun working with potential DevD to identify sponsors/partners and establish sponsorship opportunities.

### Convention 2016

- Scouting dates are scheduled for Baltimore on June 4 (Emily Lewis), and Charlotte on June 27-28 (WGAA and Convention Director).

### Convention 2017

- No update

### AA Summit

- Registration closed at 17 (inclusive of WGAA and EduD and 3 "on their own" attendees), which is about half of the 22 AA's who were eligible.
- We did not meet the minimum room pick-up for the hotel, but Conference Direct negotiated on our behalf to waive the penalty charges.
- Plans are set for the event to occur May 16-18 in Philadelphia.
- Looking at dates and locations for the next Summit to be held in the fall.

### AA Formation Teams

- No update

### Professional Conferences

- NeoCon/IIDA/ASID – Chicago, June 9 - 11, 2014  
Hao Phung and Michele LeTournier are organizing
- AIA - Chicago, June 26-28, 2014  
Hao Phung is organizing

**Fall new alumni outreach**

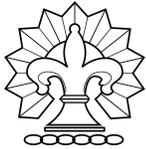
- Potential DevD is creating a draft welcome packet



## Alpha Rho Chi Fraternity Worthy Grand Scribe Monthly Report

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- Website redesign
  - Continuing to make progress on the new site, although much slower than I had hoped.
- New Chapters
  - Mnesicles' WA has sent me a list of names for the chapter's charter, along with names of 4 remaining colonists they plan to initiate.
  - Updated POL2 roster with new S-1 information collected at the chapter installation. Sent new chapter roster/charter clarification email to their WA on April 21. Currently confirming that email was sent (due to email problem on my end that week).
  - Awaiting S-1 data to prepare NUMI Chapter roster.
- Nikon Visit
  - Attended White Rose banquet in honor of the chapter's 10<sup>th</sup> anniversary April 24. My first visit as a new WGS nearly 8 years ago was to help sort out struggling Nikon chapter; representing the Grand Council at the chapter's celebration was a fitting bookend to my tenure as WGS.
- Transition
  - Will be meeting with WGS-elect and WGE in DC/Virginia the weekend of June 21



## Alpha Rho Chi Fraternity RD8/Grand Scribe-Elect Monthly Report

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- Traveling to D.C. for transition meeting June 21-23 with WGE and WGS.
  - We still need to find a meeting place. WGS said he would assist with this
- Traveling to Boston for GC summer meeting July 25-27.
- What I believe the transition meeting should consist of :
  - I would like to see the last years (or few years) example of reoccurring annual activities.
  - Publication strategy- Archi and APX letter
  - What preparation is needed from the WGS for Leadership and convention?
  - How to run/update the CRS
  - How to make updates to the website
  - Social media administration/strategy
  - Historian initiatives



## Alpha Rho Chi Fraternity Worthy Grand Estimator Monthly Report

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### Transition Update

#### Transfer Merchant Service to Bank of America (BOA)

- Next Steps
  - Our Authorize.net account has been set up and necessary codes sent to Anchor Wave to set up credit card payment on the website.
  - Update Website to include items required by BOA for final sign off (Listed below for review and approval)
    - Privacy Policy
    - Return Policy
    - Contact Phone Number

#### Privacy Policy

Alpha Rho Chi Fraternity respects the privacy of its members and visitors to our website. Our websites are not set up to track, collect, or distribute personal information not entered by visitors.

Alpha Rho Chi does not share or sell member information, such as names and addresses, to vendors for bulk mail solicitations. Alpha Rho Chi does not sell email addresses, telephone numbers, or demographic information. Membership information is shared with the fraternity's chapters, alumni associations, and the Alpha Rho Chi Foundation for fraternal purposes.

Nonmember information obtained through registration or order forms is used for internal APX purposes and to fulfill the request; Alpha Rho Chi does not share or sell this information to vendors for bulk mail solicitations.

All financial data is encrypted by Authorize.net for the sole purpose of payment processing and no financial information is stored by Alpha Rho Chi Fraternity.

#### *External Websites*

Please note that [alpharhochi.org](http://alpharhochi.org) contains links to other websites. Please be aware that we are not responsible for the privacy practices of these other sites, and encourage our users to be aware when leaving our site that they read the privacy statements of each website that might collect personally identifying information. This privacy statement applies solely to information collected by [alpharhochi.org](http://alpharhochi.org).

#### Returns Policy

All sales through [alpharhochi.org](http://alpharhochi.org) are final unless otherwise noted. Purchases listed as eligible for return/refund must first be approved, based on the terms set forth on the order page, by the Worthy Grand Estimator and the fraternity contact listed on the sales receipt. Please provide your name, contact information, sales receipt and reason for requesting a credit or exchange with the request.

**Contact:** Worthy Grand Estimator (WGE)

**Email:** [wge@alpharhochi.org](mailto:wge@alpharhochi.org)

**Phone:** [774-290-4480](tel:774-290-4480)

*(The phone number is a google voice number that will be able to transfers from year to year)*

### **Closing Libertyville Account**

- Steps to Close
  - Complete Merchant Services set up through Authorize.net and activate on the website. Then cancel Merchant Services through Libertyville.
  - Transfer ACH Alumni Dues payments

### **To Do**

- Prepare for Book review in July. Planning to submit prior to filing with IRS.
- Research Accountant with Illinois Non-Profit experience.
- Find location options for GC Summer meeting in Boston.
  - I have reached out to few hotels in the area and the contact that is helping with convention scouting. Awaiting responses.



## Alpha Rho Chi Fraternity Grand Lecturer Monthly Report

April 2014

- Installed POL2 chapter on April 12, 2014, at Southern Polytechnic State University. Thanks are given to RD/WGS-elect Kristen Argalas, WGE Emily Bowers, POL2 CE/WGE emeritus Tim Tourville, VITA CE Lori Beth Wilson, and the Hippodamus Chapter and faculty advisor for their assistance with the event.
- Planning NUMI install for Saturday, May 03, 2014, in San Luis Obispo, CA. Assistance from DAED chapter and alumni, WGA, and RD2.
- Planning OLYN install for September 2014, in College Park, MD. Assistance may be solicited from numerous northeast actives and alumni.
- Developed and administered economic-impact questionnaire/survey for WGAA to solicit convention-expenditure information. WGAA will use information to update RFP and identify travel discounts for future conventions. Many general comments were also solicited.
- Joined WGA and WGAA for a meeting about convention planning. Significant action items and proposals were developed that, if implemented, should dramatically reduce the time and effort expended by the WGAA toward convention planning.
- Met with Colony Director and former colony educator Bin Lindau to review colony education methods and procedures, and to review colony process team recommendations. The group developed a number of updates to existing procedures and simplified others. A few action items may require GC discussion at the summer meeting.
- Colony Director working with ARIS and VITA to identify remaining tasks. Per CD, ARIS did not complete spring recruitment, and thus, cannot make the Aug 15 optional deadline. CD is developing a list of requirements for VITA to work on and complete before the fall semester begins, otherwise, it's unrealistic that the colony can adequately achieve the requirements by their final chance to submit a petition in November. CD will likely have a recommendation for the GC in the next month about the future of VITA.
- Expansion Director in contact with alumni to discuss expansion options at Univs. of Colorado, Denver, Idaho, and Washington. June 2014 report will include his recommendations for expansion at these, and possibly other, western U.S. schools of architecture.
- Expansion Director received contact from a student at the University of Wisconsin, Milwaukee, in early April, and contact from a student at the University of Miami (Florida) in early March. To date, no further communication has been received.
- GL planned or anticipated travel:
  - May 03, 2014 – San Luis Obispo, CA, for NUMI install.
  - July 25-27, 2014 – Boston, for GC Summer Meeting.
  - August, 2014 – College Park, MD, for OLYN install.