

**EPSILON GAMMA HOUSING CORPORATION  
BETA THETA PI FRATERNITY**



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**SUMMER MEETING MINUTES – JULY 27, 2002**

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EGHC President Thomas Olver called the meeting to order at 10:00 am. Those in attendance were: Phil Adler, EGHC vice president; James Eschelbach, EGHC treasurer; Scott Nadeau, communications advisor; Thomas Olver, EGHC president; Robert Seeber, Jr., EGHC director; Robert Seeber, Sr., and Mark Valchine.

Communications – Nadeau shared July 2002 usage statistics for the web site. Golf outing results and a summer capital improvement update will be posted soon. An abbreviated version of *For the Staunchest* will be published and distributed in early Sept. Nadeau asked that all relevant information be submitted by Sept. 1.

Fundraising – A healthy discussion was held regarding the financial needs of the organization and possible fund raising strategies. Seeber and Olver will work to more clearly define the needs and set goals prior to the October Board meeting. The Board supports the concept of a personalized “Budget Beta in 2003” letter to be distributed in late-November. Ken Breen will be asked to draft such a letter. Nadeau offered the idea of making on-line giving a possibility. The idea of an annual campaign was discussed, as was the possibility of a “Recolonization campaign” addressing specific recruitment, member education, housing and scholarship sponsorships in preparation for 2004.

Finance – Eschelbach reported a checking account balance of \$8,374, which includes golf outing deposits of \$3,825 and one 2002-03 rent payment of \$2,565 (Brisson.) Eschelbach listed three delinquent rent payers for 2001-02: Nayef Samhat (\$500); Bryan Boyd (\$700), and Andy Thueme (\$1,605.) Major expenditures since the February 16 meeting include a \$3,969 final payment on the Baird loan, a \$3,569 final payment on the Isabella Bank & Trust mortgage, a \$4,498 insurance payment and a \$2,833 summer property tax payment. The EGHC will begin payment on the construction loan in August. Eschelbach also reported a change in Verizon phone service: cancelled 772-0653 (basement), combining basement and first floor lines on 772-2390; cancelled 773-0619 (third floor), combining second and third floor lines on 772-5679; acquired 773-4922 due to chapter closure, and added call waiting to all three lines.

Vice President – Adler updated the board on the capital improvement projects, indicating confidence in Heydenburg Development. Adler checks in on the property every 3-4 days. Adjustments to the initial plan include: replacing the side doors with one larger steel door, removal of the small window at the end of the hallway on the second floor and

conversion of the planned study room into a sixth bedroom on the second floor. Adler instructed that notification for check-in requires 48-hours notice by the tenant and a first-month rent payment or financial aid statement. The Housing Allocation committee is pursuing lease options with Sigma Kappa and His House Christian Fellowship for 2003-04. If no agreement is reached by Sept. 1, the EGHC will begin advertising in CM Life. Discussion was held regarding mandating a dry facility for 2003-04. The Board also discussed leaving the house vacant in the fall of 2004, for use by the recolonization staff for recruitment and educational activities. A proposal will be offered in the next year regarding offering a much-reduced rate to new members willing to break leases to move into the 814 S. Main street property in the spring of 2005.

President – The nominating committee proposed that the current slate of officers be re-elected to a one-year term. Olver will discuss inviting Scott Nadeau to take on the responsibilities of communications director with Steve Grenus. The Board has agreed to such an arrangement, with the hope that Grenus will remain involved. Eschelbach recommended the inclusion of Tom Santilli in the arena of EGHC activities. Olver will follow up with Santilli. Olver reported on a tenant's meeting conducted last spring. One key request stemming from said meeting is the addition of an overhead light to the front (formerly the Formal) room. Adler will work with Valchine on exploring this possibility. The Board is determined to locate an alumnus that is willing to sponsor a tailgating event at Homecoming. Olver will look into possibilities and report information to Nadeau for inclusion in the Sept. newsletter. The board reaffirmed its decision to keep Homecoming activities away from the 814 S. Main street property.

Business –

#VP7272002-A: a motion to allocate funds (\$300 – EGHC; \$300 – Chapter account) for post-construction house cleaning. Move by Adler, second by Seeber. Unanimous consent.

#VP7272002-B: a motion to contract Mark Valchine, as licensed contractor, as the 2002-03 handyman at the rate of \$25 per month to 1) be on call to respond to tenants "issues," 2) report "Issues" to the Board, 3) fix or repair "issues" at the approval of the Board and 4) assist in the annual fire inspection. Move by Adler, second by Seeber. Unanimous consent.

#VP7272002-C: a motion to institute a standard operating procedure for delinquency. 1) 10 days late (defined by the 15<sup>th</sup> of the month), the EGHC president shall send a letter regarding the delinquency; 2) 30 days — a phone call by the president or his designee will be made to the tenant and tenant's parent(s); 3) 45 days — a "Seven-day Notice to Quit" will be filed with Steve Martineau's office, and 4) 52 days — a court date will be set to evict and recover lost money as well as the cost of any remaining time on the lease. Move by Adler, second by Seeber. Unanimous consent, pending review of legal counsel.

#VP7272002-D: a motion to send all delinquent former undergraduate chapter members with remaining balances to collection through Omega Financial as of August 1. Moved by Adler, second by Eschelbach, Unanimous consent.

#VP7272002-E: a motion to fine the former undergraduate chapter \$350 for damages to common areas of the 814 S. Main Street property. Moved by Adler, second by Seeber. Unanimous consent.

#VP7272002-F: a motion to permit “Handyman” Mark Valchine to begin work on the following maintenance items: broken toilet tank on the second floor, hole in drywall between the second and third floors, third-floor southeast bedroom door, second floor fluorescent bulbs, third-floor shower leak, third-floor bedroom trim, kitchen sink replacement, basement shower head leak, flush valves on all toilets, furnace room hasp and basement room lighting fixture. Moved by Adler, second by Seeber. Unanimous consent.

#P7272002-A: a motion to include a provision for security deposits in the lease agreement for 2003-04: “Lessee further agrees to pay a one-time \$300 security deposit for the rented property and a \$50 non-refundable cleaning fee, to be paid prior to moving into the facility. Lessor shall hold said security deposit in a non-interest bearing account until the closure of the lease agreement. At the time of checkout, Lessor shall deduct any and all charges for damages caused by intentional or negligent acts of Lessee, Lessee’s visitors and guests or by any pet that may enter the property, and return the remainder to Lessee.” Moved by Olver, second by Eschelbach. Unanimous consent.

#P7272002-B: a motion to refund \$80.73 to each former undergraduate chapter member who 2001-02 dues were paid in full prior to the closure. Moved by Olver, second by Eschelbach. Tabled pending the collection of all remaining delinquencies and payment of all debts associated with the former undergraduate chapter.

#P7272002-C: a motion to permit tenants Burchart and Schmitzer to install high-speed cable modem access in the 814 S. Main Street property, and reimburse them for the cost of 1,00 ft. of CAT 5 wire, one router, one 16-port hub with one uplink, a cable modem, 15 wall plates or surface mounts and RJ-45 connectors, up to, but not exceeding \$500. Moved by Olver, second by Eschelbach. Motion fails unanimously.

#FD7272002-A: a motion to provide a \$50 monthly stipend to the EGHC vice president for work done on behalf of the organization. Motion passes with Eschelbach, Olver and Seeber voting in the affirmative. Adler abstained.

The meeting adjourned at 11:22 AM.

Respectfully submitted,

Thomas C. Olver  
President