

**737 Comstock Avenue Inc. (a.k.a. House Corp.)**

**Meeting Minutes**

**February 10, 2018**

**Syracuse, NY**

**Alumni Brothers in Attendance**

Hank Suominen (Board President and Treasurer), Bill Gerbig (Board Secretary), Brad Short (Board Member, Alumni Association President), Steve Oliva (Board Member), Phil Oldham (Vice President, Alumni Chapter Editor), Bill Beach (Board Member)

**Undergraduate Brothers in Attendance**

Brendan Das (Consul), Khalil Jean-Baptiste (Pro Consul)

**Others in Attendance**

none

**Approval of Minutes**

Minutes from October 10, 2017 were approved.

**Property management**

The Chapter decided not to renew with Good Uncle and returned to Gill Grilling for board club. They are handing the billing, collection, and contract administration. The freezer and ice machine have been replaced by House Corp. All inspections have been completed, and the kitchen is back open and in good condition. Bill Beach asked how board club collections are going. Brendan answered that all payments have been received. The steward collects the checks to give to Gill Grilling. Bill asked about the potential for over spending leading to unsettled debt at the end of the semester. Brendan agreed to confirm that the chapter has no such exposure.

The fire department inspection was done on 1/18, and passed with no issues.

**Treasury**

M&T came through with a \$50,000 four-year term loan for sprinklers, lighting, and other upgrades.

Accounts receivable – many collections have been received, but a few have been slow at getting checks in on time or have issues to resolve with the Bursar's office, but generally we're in good shape.

Electronic signature legal review – we waste too much time getting contracts and paperwork returned. We've been resistant to rely on electronic signatures and credit card payments. John Trop helped find a local law firm to review the registration process and make it compliant with NYS law. They will review our housing agreement to make sure it's acceptable. The review will cost about \$2500. We will add the credit card fee to the operating budget, around 3%. This semester, all but a few hadn't sent in contracts until they arrived to move in.

24 people are currently living in the house. We were expecting 26 but two backed out at the last minute. Hank asked chapter leadership make sure only 24 have moved in. Brendan verified that 24 is accurate. Our goal is for 30 every semester – capacity is 32. When we're below that, it's difficult to balance the budget. If we continue to see numbers below 30, we'll have to adjust the budget. University housing waivers are due this month for next year. Brendan expressed that they are trying to determine who is planning to live in the house next semester. Hank reminded them that the University has been resistant to granting waivers.

Chapter debt to House Corp is currently in excellent shape. There were bills sent for damages in the Fall that were repaired over Winter break.

### **Alumni programs**

The winter edition of the Saltine Sig is about to go out. All content is in, and we're in pre-production. The clambake is scheduled for 4/21. We need to know how the catering will be handled, and who will be in charge. We're expecting a good alumni turnout. Hank asked Brendan and Khalil to make sure the house is in good shape on Friday night, 4/20, when many alums will be arriving. We also want to make sure that there are no chapter conflicts with the date. Brendan confirmed that they have nothing else planned. Griffin Cooney has agreed to organize the event for the chapter. Hank asked for an expected turnout figure, budget, and schedule of events as soon as possible. SU vs. Navy lacrosse game is at 2. There will be no charge for dues paying alumni – the Alumni Chapter will reimburse the chapter for them.

### **Grand Chapter, BLTW, and Horizons**

We are guaranteed spots from alumni donations, and have been historically slow getting applications in. Brendan stated that one application for Horizons has been sent, and they are trying to generate more interest. Brendan and Kahlil will be attending Balfour. Hank reminded everyone that House Corp has agreed to subsidize the cost to attend and will reimburse attendees for any expenses not covered by the National stipend.

### **Initiation role books**

Brendan thinks he has them. Hank suggested we take them to a bindery and combine them into one book – we should look at them and make a decision at Clambake. These need to be kept up to date as part of the initiation process.

**HQ Alcohol free policy**

As of now, no hard alcohol is allowed in the house. No alcohol can be consumed during any pledge activities. Brendan and Kahlil expressed that there haven't been any issues with the new policy. Hank asked about the alcohol free requirement while the pledge program is going on. Brendan said that he's had some discussion with Hunter Viscarello about the best way to assure compliance with this, and they're still working on it. We're also going to be forced to post an occupancy limit. Hank is working through that now with a square foot assessment of the first floor. It's part of the new policy. Phil asked if SU is aware of the new Sigma Chi policy. Hank answered they have communicated nationwide with all colleges and universities.

**Scholarship**

Bill Beach asked for a copy of the scholarship application to send out so we can make presentations at Clambake. He promised to have decisions by then. Hank will help Bill get started. The Joe Nelson scholarship is \$2000. The Sigma Chi Foundation fund balance is about \$200,000, and half of the investment income gets awarded. Bill will contact National to coordinate.

**Decade-era reunions**

About 20 Sigs from the mid-70's have scheduled a reunion at the chapter house the last weekend in June. Events will be held Thursday through Sunday, including golf, a casino trip, maybe a stone barn trip, poker, and backgammon. Jim's crew will be done with summer house projects by then. Kip Sanford is working on another reunion for graduates from the mid-80's. If others want to arrange a similar event, the house will be made available. Anyone who is interested will need an event sponsor and list of attendees.

Meeting was adjourned at 10 a.m.

Respectfully Submitted,

*William Gerbig*

William Gerbig

Secretary