



# Minutes

## Executive Council Meeting

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February 7, 2018  
Indianapolis, Indiana & Remote Locations

**Minutes**  
**Executive Council of Phi Kappa Psi Fraternity**  
**Wednesday, February 7, 2018**  
**Indianapolis, Indiana and Remote Locations**

**Call to Order**

With President James D. Boyle presiding, the Staff portion of the Executive Council of the Phi Kappa Psi Fraternity was called to order at 5:10PM Eastern Daylight Time.

**Attendees**

**Executive Council**

James D. Boyle  
SWGP

Shannon E. Price  
SWVGP

Mike M. Flechas  
SWP

David M. Moyer  
SWAG

Austin M. Shission  
Archon District I

Hunter C. Music  
Archon District II

Garrett L. Himstedt  
Archon District III

Drake J. Broussard  
Archon District IV

Luis A. Gonzalez  
Archon District VI

(Not Present) - Arjun R. Bajpai  
Archon District V

**Fraternity Staff**

Mark A. Guidi  
Executive Director

Ronald K. Ransom III  
Chief Operating Officer

Amanda L. Baldwin  
Chief Financial Officer

Robert S. Nagel  
Sr. Dir. Alumni Engagement & Housing

Kyle A. Hickman  
Sr. Dir. Member Development

James P. D'Imperio  
Sr. Dir. Chapter Operations

Lisabeth K. Headrick  
Dir. Communications

Brian T. Kochheiser  
Dir. Standards

Jared M. Bills  
Dir. Advisory Teams

Andrea R. Kleekamp  
Dir. Health & Wellness

James E. McLendon  
Assoc. Dir. Member Development

Alexander J. Vickery-Holland  
Assoc. Dir. Standards

Marc A. Munoz  
Expansion Consultant

**Appointed Officers**

Lee C. Reid  
Attorney General

John J. Ziegelmeier  
Chief of Staff

**Endowment Fund Staff**

Benjamin S. M. Nicol  
Chief Executive Officer

**Endowment Fund Directors**

Frederick A. Hegele

## **Approval of Advisors**

Br. Bills summarized the advisors and supervisory committee members to be approved. The following were approved unanimously.

### **Chapter Advisors**

- California Kappa: Aaron Shaffer, CA Kappa '91
- Michigan Alpha: Roger Goodrich, IN Epsilon '80
- New Jersey Beta: Michael Osborne, NJ Beta '13
- New York Kappa: Ryan Harrington, NY Kappa '04
- New York Theta: Matthew Demm, NY Theta '10
- Pennsylvania Beta: Brandon Wolff-Seitz, PA Beta '12
- Pennsylvania Iota: Joe Cutaia, PA Rho '97
- Pennsylvania Upsilon: Lawrence Mahoney-Jones, PA Upsilon '11

### **Colony Advisors**

- Auburn University Colony: Cole Leonard, AL Beta '11
- CSUN Colony: Daniel Humfreville, CA Theta '75
- University of Missouri Colony: Steve O'Rourke, MO Alpha '74
- Virginia Tech Colony: Edward Watkins, VA Zeta '04

### **Faculty Advisors**

- Denison University Colony: DeShawn Bynum, OH Xi '12
- Kent State Colony: John Barrick
- New York Kappa: Ryan Swan
- Ohio Epsilon: Wesley Schaub, OH Eta '80
- University of Missouri Colony: Dr. John Stansfield

### **Supervisory Committee Member**

- Tennessee Delta: Art Johnson, PA Epsilon, TN Delta

## **Staff Reports**

### **Chief Financial Officer**

Ms. Baldwin referred to her written report. She provided updated data since her report was submitted. Br. Price noted that the \$22,023 needs to be written off for Illinois Epsilon, Louisiana Gamma and possibly Pennsylvania Rho. Br. Guidi suggested a process be adopted to write off outstanding balances.

With regards to grants, Ms. Baldwin had no updates. Br. Hickman noted that the Programming Committee will meet February 21 and should provide more information.

Ms. Baldwin will be preparing the budget for the upcoming year with input from teams and Senior Directors. She stated a draft should be ready by March 20.

Br. Boyle inquired whether the chapters over 90 days are on or should be on payment plans. Br. Ransom and Ms. Baldwin will identify these chapters and or chapters with large outstanding balances.

### Chief Operating Officer

Br. Ransom referred to his written report and provided insurance claims updates.

Br. Ransom requested a final decision on Sub-limits by May 31, 2018. It was decided that a discussion on sub-limits will continue at the February 24, 2018 meeting with input from Br. Ziegelmeier.

Other items Br. Ransom brought before the Council were the discussion of binding arbitration language in the membership agreement and OmegaFi exemption requirements for 2018-2019 academic year. Br. Ransom will send the membership agreement information to Br. Reid for review. Br. Boyle suggested we review the current form for OmegaFi exemptions and discuss further at the February 24, 2018 meeting. Br. Ransom would also like a policy put in place for OmegaFi exemptions.

Br. Ransom noted that he attended a law conference where it was suggested no advisor serve on the House Corporation concurrently with serving as an advisor. Br. Nagel will develop recommendations stating overlap between housing corporation members and chapter advisors/undergraduates should be eliminated.

### Senior Director of Chapter Operations

Br. D'Imperio referred to his submitted report. He explained the discrepancy in GPA's of members in the current Colonies. Br. D'Imperio is more concerned about the membership number of these Colonies at this time. Br. Boyle expressed concern with the GPA's of CSUN Colony noting that they are not meeting the current accreditation standards.

With regards to our accreditation policy, Br. D'Imperio noted there have been improvements from last year, but it is still not where it needs to be. Br. Boyle inquired as to how our standards compare to universities. Br. D'Imperio noted that some universities have about 12 standards and use check boxes. The process currently in place is similar to other Greek organizations. Br. Boyle feels universities will be moving to a system closer to ours.

Br. D'Imperio referred to his report with regards to Pennsylvania Rho and Pennsylvania Nu. He recommends Pennsylvania Rho be closed for good. Br. Moyer volunteered to reach out to Br. Marc Persson to see if he is willing to work with PA Rho. He has successfully worked with other chapters in the past.

Pennsylvania Nu is not meeting the minimum standards for accreditation. Br. Shission noted that there have been changes in membership numbers. Br. Kochheiser explained that there were some members that did not want to go through the membership review process. Since his report, the numbers have increased. It was also stated that the chapter re-elected their former president. Br. Boyle suggested an enhancement plan to be used at PA Nu be drafted for the Executive Council to review and approve. Br. D'Imperio will work on this.

Br. D'Imperio wanted to make the Executive Council aware that he had recently done a membership review with 52 of the 70 members of Washington & Lee. He received an email on February 6, 2018 regarding a hazing allegation. It involved 18-19 men who possibly did not go through the review process. He will keep the Council informed.

#### Senior Director of Member Development

Br. Hickman gave a short update on Regional Officer Training. He should have final numbers by the end of the week. He then had Br. McLendon discuss New Member Education. The Member Development team has created webinars for an orientation week along with a 6-week program. It is in the development stages at this time. It will be shared with the Executive Council before the February 24 meeting.

Br. Hickman noted that the Programming Committee is meeting February 21 and he will have more information with regards to the grants at its conclusion. Br. Boyle thanked Br. Nicol, Br. Hegele and the Endowment Fund for their support of the programs this past year. Br. Guidi noted that we are doing a great job of implementing our 5-year plan, but will need more funding so we can meet our goals.

In his report, Br. Hickman introduced the service immersion trips his team would like to implement. Br. Hickman would like the Executive Council to review this initiative and offer feedback.

Ms. Kleekamp gave an update on ELEVATE and the health & wellness chair track for chapters which was introduced at the recent Regional Officer Trainings.

Br. McLendon updated the group on the planning for Professional Development Conference. Coaching applications will go out in March and member applications will go out shortly after that.

#### Senior Director of Alumni Engagement & Housing

Br. Nagel referred to his written report. He briefly touched on the main topics in his report.

#### Director of Advisory Teams

Br. Bills referenced his report with regard to the number of advisors for chapters. He reviewed the goals and targets along with completed and upcoming projects.

Br. Bills would like to see advisor certification implemented. He will work on developing a program for the Executive Council to review. Along with this, Br. Bills will provide the Council with direction and process for taking GreekLifeEdu and viewing the EverFi demos. In his report, he provided the Council with information other fraternal peers use for certification to review.

#### Director of Communications

Ms. Headrick referenced her written report including current Communications team members. She also noted the new section in the upcoming Shield issue, Member Milestones, and the upcoming launch of the new website.

Br. Boyle inquired about social media data in relation to the NIC. Ms. Headrick will put together a proposal to gather the social media analytics that are being sought.

With no further business to come before the Council, the meeting was adjourned at 7:25PM Eastern Daylight Time.

## ACTIONS

Who	Action Item	Status
<b>February 7, 2018</b>	<b>Indianapolis &amp; Remote Locations</b>	
Ms. Baldwin	Write off balance of \$22,023 at EC Meeting in LV related to Illinois Epsilon, Louisiana Gamma and possibly Penn Rho	
Ms. Baldwin Br. Ransom	Identify chapters that need to be on payment plan or have large outstanding balances.	
Br. Ransom Br. Reid	Discuss Binding arbitration language in membership agreement	
Br. Bills Br. Guidi	Draft up and send an ad interim to approve the second Vanderbilt supervisory committee member	Completed
Br. D'Imperio	Develop an enhancement plan for PA Nu for the EC to review and approve	
Br. Ziegelmeyer	Discuss insurance committee's recommendation for Sublimits including rationale for the recommendation at the EC meeting in Las Vegas	
Br. Nagel	Develop recommendation stating overlap between housing corporation members and chapter advisors / UG's should be eliminated	
Br. Bills	Provide EC direction and process for (a) taking GreekLifeEdu and (b) EverFi demos	
Br. Bills	Develop a certification program for advisors and chapter officers for the EC to review	
Br. Hickman	Present a proposed philanthropy plan in conjunction with Br. Salen at the Las Vegas EC meeting on 2/24/17	
Br. Boyle	Provide Br. Bills with recommendations for CO Alpha chapter advisor candidates	
Ms. Headrick	Draft a proposal to gather social media analytics	
EC	Review OmegaFi Exemption Requirements for 2018 – 2019 Academic Year	
EC	Review Appendix M from Ch. Ops Report for 2/24/18 and come prepared to provide feedback so we can move forward with the revised report card process	
EC	Provide Br. Hickman feedback on member development's service immersion trips	

**Motions**  
**Executive Council Meeting**  
February 7, 2018

**Motion** to approve eight (8) Chapter Advisors.

Motion: Br. Music

Second: Br. Moyer

Motion passed unanimously 7-0

**Motion** to approve four (4) Colony Advisors.

Motion: Br. Flechas

Second: Br. Music

Motion passed unanimously 7-0

**Motion** to approve five (5) Faculty Advisors.

Motion: Br. Moyer

Second: Br. Music

Motion passed unanimously 7-0

**Motion** to approve one (1) Supervisory Committee Member.

Motion: Br. Moyer

Second: Br. Music

Motion passed unanimously 7-0



# Minutes

## Executive Council Meeting

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February 23 & 24, 2018  
Red Rock Resort & Casino, Las Vegas, Nevada

**Special Meeting**  
**Executive Council of Phi Kappa Psi Fraternity**  
**February 23, 2018**  
**Las Vegas, Nevada**

The meeting was called to order by presiding President James D. Boyle at 1:06pm PST.

The following were in attendance:

<b><u>Executive Council</u></b>	<b><u>Fraternity Staff</u></b>	<b><u>Endowment Fund Staff</u></b>	<b><u>Alumni</u></b>
James D. Boyle <i>SWGP</i>	Mark A. Guidi <i>Executive Director</i>	Benjamin S. M. Nicol <i>Chief Executive Officer</i>	Matthew E. Kifle <i>Chapter Advisor</i> <i>Texas Alpha</i>
Shannon E. Price <i>SWVGP</i>	Ronald K. Ransom III <i>Chief Operating Officer</i>	<b><u>Endowment Fund Trustee</u></b>	John T. Miesner <i>House Corp President</i> <i>West Virginia Alpha</i>
Mike M. Flechas <i>SWP</i>	Kyle A. Hickman <i>Sr. Dir. Member Development</i>	James C. Denny <i>Vice Chairman</i>	Stephen R. O'Rourke <i>Colony Advisor</i> <i>University of Missouri Colony</i>
David M. Moyer <i>SWAG</i>	James E. McLendon <i>Assoc. Dir. Member Development</i>	<b><u>Nelson Leadership Institute</u></b>	Marc E. Robins <i>Chapter Advisor</i> <i>Alabama Alpha</i>
Austin M. Shission <i>Archon District I</i>	Brian T. Kochheiser <i>Dir. Standards</i>	Zachary T. Longwell <i>Managing Director</i>	William T. Salen <i>Chapter Advisor</i> <i>Illinois Delta</i>
Garrett L. Himstedt <i>Archon District III</i>	<b><u>Appointed Officers</u></b>	<b><u>Alumni</u></b>	Lloyd W. Talbert <i>House Corp. President</i> <i>California Epsilon</i>
Drake J. Broussard <i>Archon District IV</i>	Lee C. Reid <i>Attorney General</i>	Charles E. Brandman <i>Chapter Advisor</i> <i>Texas Epsilon</i>	Blake W. Yeaman <i>Advisory Committee Member</i> <i>California Gamma</i>
Arjun R. Bajpai <i>Archon District V</i>	John J. Ziegelmeier <i>Chief of Staff</i>	Michael K. Hauck <i>Mentoring Advisor</i> <i>Ohio Mu</i>	
Luis A. Gonzalez <i>Archon District VI</i>	Enrico A. Hernandez <i>Finance Committee Chair</i>	Troy D. Jaster <i>Finance Advisor</i> <i>Texas Gamma</i>	
	Richard D. Starr <i>Permanent Fund</i>	Durwood L. Keller <i>House Corp. President</i> <i>Louisiana Beta</i>	

## **Recap of Prior Meeting**

Br. Boyle welcomed everyone, reminded them of the purpose of the meeting and had everyone introduce themselves. He reviewed the PowerPoint presented from the December meeting.

## **Permanent Policy Discussion**

### **Chapter Advisory Model**

Br. Nagel joined via phone and introduced himself. He shared a handout proposing a new Chapter Advisory Model. The recommendation is for all Chapter Advisors to be certified. Below are the three suggested options to train and certify advisors.

1. Option one would start after the advisor is approved by the Executive Council. Advisors would need to complete online training through EverFi, including GreekLifeEdu. The cost is approximately \$6,500 annually for EverFi programs, with no user limit, for a three 3 year contract.
2. Option two would be a mix of online learning modules as well as webinars through PhiredUp. This would be a 12-week curriculum. Many of the modules have already been built out, but PhiredUp is still working on some of these. The approximate cost is \$10,000 - \$15,000 annually with no user limit. Staff members can also use this.
3. Option three involves the staff creating all training and webinars in house. Also, at least one advisor will attend Regional Officer Training and Woodrow Wilson Leadership School. Advisors must attend 80% of all online and in-person trainings annually. This would involve staff time and minimal additional cost for production of online and printed materials.

Much discussion followed. In the end it was recommended we look at both options 1 and 2. Endowment Fund members stated this should be highly grantable so finding the ~\$20,000/year should be feasible.

An implementation option suggested was using a tiered system. With this, less instruction would be needed for advisors who are not the primary chapter advisor. There could be 'core' modules that all advisors would need to take and 'elective' modules offered for those who are the primary advisor or want to learn more. It was also suggested to have scheduled modules where all advisors would be working on the same module in a given time period. The suggested goal is to have advisors certified by fall of 2019.

Other items that need to be considered:

- Regional Officer Training travel costs \$200/person for those not flying, Woodrow Wilson Leadership School travel costs and the cost for staff travel to deliver program to a specific advisory team would range from \$800 - \$1200.
- Timeline to complete online trainings would be 14 weeks or less. Online sessions range from 20 – 65 minutes, so one session could be completed every other week.
- After online trainings for all advisory team members are complete, certification occurs annually based on ROT attendance.

Many also wanted to use a test group of advisors to begin with. This group could then become trainers or a resource/support for others. Some felt those advisors that go above and beyond in the training should be rewarded in some way.

### **Regional Advisor Model**

Br. Nagel then presented a new Regional Advisor model. This model would help support a group of chapter advisors, provide guidance and help ensure advisors are helping to move the chapter forward. Other organizations currently use a form of this model. Br. Kifle presented a PowerPoint explaining the model which was updated after being introduced at the December Summit meeting.

With the updated model, there would be a Regional Advisor for each district. That Regional Director would oversee 5-10 Chapter Advisory Teams within each district. Qualifications and job responsibilities were presented. Two options were presented, both with a rollout date for Fall 2018.

The first option suggested piloting the program in each district with one or two advisors per district. The second option recommended a pilot program with 2-4 advisors in one district, preferably District III due to its proximity to Headquarters. The Executive Council voted to adopt the Regional Advisor Program with 1 or 2 advisors per district for the first semester of the 2018- 19 school year.

When the question of compensation arose, it was noted the travel costs would be covered and the advisor's territory would be within 90 miles of his home. It was suggested this is piloted in chapters where additional support is needed. Br. Kifle noted that the trend of the number of total advisors has increased exponentially. However, members are willing to serve, so finding people to serve in these roles shouldn't be too difficult. The key will be training. Br. Kifle also feels the Headquarters Staff is not large enough to handle all the advisors who have questions and need support. The model will help offer support for these advisors.

### **Alcohol Policy**

Br. Kochheiser, who joined the meeting via phone, introduced himself and gave a brief background of his experience. He explained the decisions passed by the Executive Council in December and noted that we need to decide how to proceed for the future. It was recommended that no alcohol above 15% ABV be permitted in chapter houses. It was also recommended that house corporations using Phi Kappa Psi Property Insurance Program be required to include a clause restricting alcohol to less than 15% ABV.

There was discussion regarding ownership of the house and the differences between the different state laws. The recommendations, will apply to all chapter house functions, including alumni gatherings. Br. Brandman noted that these need to be adjusted by each chapter. Br. Hauck suggested we eliminate all hard alcohol rather than trying to have all the different restrictions. Br. Boyle noted that Phi Delta Theta went alcohol free and saw a large drop in insurance claims and the amount of the claims.

Br. Hernandez feels the young alumni also need to be educated. Br. Ransom feels this applies to all alumni, not just young alumni. Br. Guidi said the key is to pass policies that are enforceable and will

actually work. If an individual house corporation wants to have a more strict policy, that is totally acceptable. This is the minimum that needs to be enforced. Consequences for doing less than the minimum standard will need to be discussed and approved.

Br. Nicol inquired what other organizations are doing and where we fall on the spectrum. Br. Guidi gave an update from the recent NIC meeting. He noted all members agreed to adopting alcohol and Good Samaritan policies by the Fall of 2018. It would show unity amongst all groups included and would make a push to move the standard up. Br. Guidi also sees this as a race to the top for universities. He feels we need to work with the universities while still moving ahead setting our own standards, as standards and expectations will only get stricter.

Br. Ransom also stated that there is not a clear definition of what a social function is, what is considered a third party vendor, or what BYOB limits are in place. Br. Kifle stated that we also need to discuss member only events.

The following proposals were presented and approved by the Executive Council:

- No alcohol above 15% ABV is permitted in the chapter house.
  - Staff will provide a definition of what defines a chapter house.
- House corporations using Phi Kappa Psi Property insurance Program are required to include a clause restricting the presence of alcohol above 15% ABV.
- Alcohol above 15% ABV can only be provided by a licensed third party vendor off-site.
  - Staff will provide a clear definition of what qualifies as an acceptable off-site location.

Br. Flechas suggested we bring this before the GAC with two options to be voted upon. Br. Boyle respectfully disagreed. He feels it would be difficult to educate the membership in that short of time as well as putting too much pressure on the undergraduates. Br. Ransom suggested bringing the idea of banning alcohol before the GAC. If the undergraduate members accept this, then they have set the new standard. Brother Boyle was not opposed to that suggestion.

### **Member Orientation Period**

Br. Hickman, along with Br. McLendon on the phone, presented a Member Education Orientation Period proposal and Continuing Education plan.

In the new Member Orientation Period proposal, Br. Hickman and Br. McLendon highlighted the:

- Purpose of the project is to:
  - Create safer chapter cultures
  - Create an environment for better self-governance
  - Demonstrate our organization's commitment to be part of the solution
  - Take control of our destiny
- Scope of the project
- Byproducts of the project

These would be achieved in the study of the following areas:

1. Brotherhood
2. Creed and Values / Alumni Involvement
3. Expectations of Brotherhood / Obligations and Opportunities

The intent is to move from “new member” education to simply “member” education and make it a four-year continuing educational approach.

**Continuing Education:**

The goal is to take a holistic approach using the basic tenets of the Wellness Wheel Model, and by the end of their undergraduate experience, each member will have a co-curricular transcript – a visual roadmap of what they did for the fraternity.

Along with Foundational Education, members would complete certain minimum items from the parts of the Wellness Wheel:

- Spiritual Health
- Social Health
- Intellectual Health
- Professional Health
- Emotional Health
- Physical Health

Members of the Executive Council were asked to give consideration to several items in order for the Member Development Team to move forward. The Member Development Team also made recommendations for the Executive Council to consider.

Given the short time frame given to make a decision, Br. Jaster inquired if a new member doesn't feel he is ready to make that commitment, can he try again at another time? Br. Hickman noted that he could. This is more of a mentorship of brother to brother rather than a member to pledge relationship.

The Executive Council voted to approve a Member Orientation period of no more than 10 days in length as a replacement for the traditional 6-week new member education program. Member Orientation will be followed by a period of member integration and continuing member education.

With no other business to come before the Council, the meeting adjourned at 6:00 pm Pacific time.

**Minutes**  
**Executive Council of Phi Kappa Psi Fraternity**  
**February 24, 2018**  
**Las Vegas, Nevada**

**Call to Order**

The meeting of the Executive Council of Phi Kappa Psi was called to order by presiding President James D. Boyle at 9:06am Pacific Standard Time.

**Attendees:**

<u><b>Executive Council</b></u>	<u><b>Fraternity Staff</b></u>	<u><b>Endowment Fund Staff</b></u>	<u><b>Alumni</b></u>
James D. Boyle <i>SWGP</i>	Mark A. Guidi <i>Executive Director</i>	Benjamin S. M. Nicol <i>Chief Executive Officer</i>	Matthew E. Kifle <i>Chapter Advisor</i>
Shannon E. Price <i>SWVGP</i>	Ronald K. Ransom III <i>Chief Operating Officer</i>		<i>Texas Alpha</i>
Mike M. Flechas <i>SWP</i>	Amanda L. Baldwin <i>Chief Financial Officer</i>	<u><b>Endowment Fund Trustee</b></u> James C. Denny <i>Vice Chairman</i>	John T. Miesner <i>House Corp President</i>
David M. Moyer <i>SWAG</i>	Kyle A. Hickman <i>Sr. Dir. Member Development</i>		<i>West Virginia Alpha</i>
Austin M. Shission <i>Archon District I</i>	Benjamin D. Sigler <i>Assoc. Dir. Standards</i>	<u><b>Nelson Leadership Institute</b></u> Zachary T. Longwell <i>Managing Director</i>	Stephen R. O'Rourke <i>Colony Advisor</i>
Hunter Music <i>Archon District II</i>			<i>University of Missouri Colony</i>
Garrett L. Himstedt <i>Archon District III</i>	<u><b>Appointed Officers</b></u> Lee C. Reid <i>Attorney General</i>	<u><b>Alumni</b></u> Charles E. Brandman <i>Chapter Advisor</i>	Marc E. Robins <i>Chapter Advisor</i>
Drake J. Broussard <i>Archon District IV</i>	John J. Ziegelmeyer <i>Chief of Staff</i>	<i>Texas Epsilon</i> Michael K. Hauck <i>Mentoring Advisor</i>	<i>Alabama Alpha</i> William T. Salen <i>Chapter Advisor</i>
Arjun R. Bajpai <i>Archon District V</i>	Enrico A. Hernandez <i>Finance Committee Chair</i>	<i>Ohio Mu</i>	<i>Illinois Delta</i> Lloyd W. Talbert <i>House Corp. President</i>
Luis A. Gonzalez <i>Archon District VI</i>	Richard D. Starr <i>Permanent Fund</i>	<i>Finance Advisor</i> <i>Texas Gamma</i>	<i>California Epsilon</i> Blake W. Yeaman <i>Advisory Committee Member</i>
	<u><b>Guest Speaker</b></u> Paul Annett <i>InTransition</i>	Durwood L. Keller <i>House Corp. President</i> <i>Louisiana Beta</i>	<i>California Gamma</i>

The invocation was delivered by Br. Hernandez.

## **Consent Agenda**

Ad interim #41, which was approved 8-2, was added to the consent agenda after a motion by Br. Moyer and a second by Br. Broussard. Ad interim #41 requested an investment by the Permanent Fund in the amount of \$170,000.00 to accelerate the Fraternity's technology upgrade. The consent agenda was then approved unanimously following a proper motion and second by Br. Moyer and Br. Shission respectively.

- Approval of Minutes of Executive Council, September 19, 2017, Indianapolis, Indiana & Remote Locations
- Approval of Minutes of Executive Council, October 7, 2017, Atlanta, Georgia
- Approval of Minutes of Executive Council, December 16, 2018, Indianapolis, Indiana
- Ad Interim Motion No. 29, Volume LVII, to approve 2017-18 Canonsburg assessment fee.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 30, Volume LVII, to approve the creation of a Supervisory Committee for New Jersey Epsilon.  
Email vote: 10 – 0 in favor – Passed
- Add Interim Motion No. 31, Volume LVII, to approve the creation of a Supervisory Committee for Pennsylvania Nu.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 32, Volume LVII, to approve a Facilitator for Fraternity/Foundation Discussions.  
Email vote: 8 – 2 in favor – Passed
- Ad Interim Motion No. 33, Volume LVII, to approve Kent State University Colony Chartering petition.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 34, Volume LVII, to suspend the Charter of the Illinois Epsilon Chapter.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 35, Volume LVII, to suspend the Charter of the Louisiana Gamma Chapter.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 36, Volume LVII, to approve the revised language for Foundation Grant Agreements.  
Email vote: 9 – 0 in favor, 1 abstained – Passed
- Ad Interim Motion No. 37, Volume LVII, to suspend the Charter of the Pennsylvania Rho Chapter.  
Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 38, Volume LVII, to suspend the Charter of the Ohio Zeta Chapter.

- Email vote: 10 – 0 in favor – Passed
- Ad Interim Motion No. 39, Volume LVII, to approve the proposed Sanctions and Action Plan for the Tennessee Delta Chapter.  
Email vote: 10 – 0 in favor – Passed
  - Ad Interim Motion No. 40, Volume LVII, approval to appoint a Supervisory Committee Member for Tennessee Delta.  
Email vote: 10 – 0 in favor – Passed
  - Ad Interim Motion No. 41, Volume LVII, Approval for a distribution from the Permanent Fund to accelerate technology upgrades.  
Email vote: 8 – 2 in favor – Passed

### **Report of the President**

Br. Boyle referred to his report. With no questions, the meeting proceeded.

### **Report of the Vice President**

Br. Price referenced his report. With no questions, the meeting proceeded.

### **Report of the Treasurer**

Br. Flechas referenced his report. He updated that payments have been made to the line of credit, and it should be paid in full by April.

He also noted that the Programming Committee recently met. Discussion included their desire to increase fundability of programs.

The Insurance Committee also met recently. Br. Flechas hopes this will turn into a standing committee.

Br. Flechas also noted with regards to OmegaFi, the true cost to our membership needs to be determined. Br. Boyle noted this was a consistent note in several reports and will be discussed further at a later time in the meeting.

### **Report of the Secretary**

Br. Moyer referenced his report. With no questions, the meeting proceeded.

### **Report of the Archons**

District I – Br. Shission noted that he has attended several programs since the Fall Executive Council meeting. He felt the Professional Development Conference was very helpful and that the two Regional Officer Training locations he attended were very effective.

District II – Br. Music referenced his report. He noted that he attended three Regional Officer Training locations and agreed with Br. Shission that the Professional Development Conference was a great program.

District III – Br. Himstedt referenced his report. He noted there has been several suspension of fraternities on his campus and within his district. He feels these have made a positive impact on Greek life.

District IV – Br. Broussard referred to his report and agreed with Br. Himstedt that the changes are a positive impact on Greek life.

District V – Br. Bajpai referenced his report. He also attended Regional Officer Training and felt it was exceptional.

District VI – Br. Gonzalez referred to his report. He attended Regional Officer Training as well and felt it was much improved over last year. He is excited for the CSUN Colony to be rechartered and members initiated in April.

### **Report of the Executive Director**

Br. Guidi referred to his submitted report where he provided updates on our performance against our 2020 vision and strategic plan, financial performance, organizational structure and a look ahead.

Since 2014 and the 2020 Vision was begun, we have made progress. Br. Guidi had a scorecard displaying the metrics and results. For undergraduates, we plan to move to a report card system to collect data to ensure we get an accurate picture of where we are in relation to the goals similar to what host institutions are doing with their Greek life. Br. Guidi feels the chapters are making progress even with the changes happening on campuses. By being proactive and taking initiative, we have lowered the amount of time we are off campus for suspensions. Our Alumni team has worked hard to significantly increase the number of 3–5 person Advisory Teams.

As we move into the second half of the 2020 vision, Br. Guidi feels we need to look at the original 2020 vision and adjust the original goals as necessary while starting to look ahead to 2025.

Br. Starr noted the original plan projected 120 chapters, and inquired if this is still the goal. Br. Guidi noted that we started with quick growth, but the decision was made with approval of the Executive Council to lessen the goal. The new goal is in the range of 112-115 chapters. The objective is to ensure the colonies we start are strong and sustainable and not simply start colonies for the sake of hitting numbers.

Br. Price questioned what effect the events happening on campuses would have on our growth in the future. Br. Guidi explained that despite the fact that we closed six chapters this year, our number of undergraduate members has remained flat, even with the loss of 400+ members. Br. Ransom reviewed the number of members from 2016 – 2017 to show that they are all similar.

Br. Price noted that parents of hazing victims met recently and we need to keep moving forward with our new policies to maintain numbers and demonstrate leadership with regard to tackling the tough issues.

Br. Guidi informed the group that the report card model will be a public document. Universities

and the NIC are also heading in that direction. Not only will it show GPA's, but it will also show disciplinary issues. Br. Price feels we can use this to inform parents and be transparent.

Br. Guidi also discussed the Fraternity's finances. With regards to the line of credit, once we pay it off, it will be available to use again if needed. Br. Guidi also discussed the cost for the past and future Grand Arch Council (GAC). He noted that going back as far as 1954 there were deficits. Br. Guidi translated that number to today's costs to show the 1954 deficit would equate to \$160,378. With that said, Br. Guidi showed the cost of GAC's from 2010-2016. The average deficit was \$155,000 over that time demonstrating the gap has remained relatively constant.

Working with the team, as well as utilizing half of the Fall 2018 term conference fees, we've been able to reduce, but not eliminate, the projected deficit for this year's GAC. It was also noted by Br. Guidi, that if we try to obtain a lower guest room rate, it often means a higher food cost or conference room cost or vice versa. There will always be tradeoffs and the organization must decide which option to choose, but it is projected that this year's deficit will be less than the average of the 2010-2014 GAC's. It is a step in the right direction, but under this model, undergraduates continue to supplement the event for alumni.

### **Appointed Officers**

Attorney General – Br. Reid referenced his report. He noted the CBR amendment process is being worked on.

Finance Committee – Br. Hernandez informed the group the Finance Committee met two weeks prior. He also informed the group of 'good practice' for non-profit groups.

Canonsburg Corporation/House Corporations – Br. Ziegelmeier referenced his report. Br. Ziegelmeier referenced his report. Br. Ziegelmeier noted that Tennessee Epsilon is now on a payment plan and should be in a place where they can begin to make other payments.

FRMT – Br. Ziegelmeier referenced the FRMT report. The discussion will be held later in the day regarding Sublimits.

Permanent Fund – Br. Starr referenced his report. He noted that the Bank of Montreal has done a good job of managing the funds of the Permanent Fund.

Br. Boyle discussed a document that was given to the Executive Council with regards to restructuring the Permanent Fund. Br. Starr explained the background that led to this decision. The Trustees felt that with the threat of lawsuits, the Permanent Fund could be at risk.

Therefore, the Trustees reached out to John Christopher of Fraternal Law Group to discuss best options for the structure of the trust. IRS 501(c)(2) structure's purpose is to protect assets. With the support of the Executive Council, they would like to convert the Permanent Fund to a 501(c)(2).

Br. Boyle explained the background to the discussion. Assets would be moved to the 501(c)(2) Corporation where realized capital gains are available for distributions. Br. Hernandez noted that the Finance Committee has discussed having a 'rainy day fund' which would also be in the same position as the Permanent Fund currently is. Today's decision will set a precedent for other accounts moving forward.

Br. Moyer questioned how this would affect the Fraternity's balance sheet and line of credit. Br. Hernandez and Ms. Baldwin noted that it would have a negative effect but that the line of credit is not dependent on the existence of the Permanent Fund's balance as a part of the Fraternity's balance sheet. Br. Moyer also questioned whether this issue needs to go to the GAC for vote. Br. Reid noted that the Executive Council will need to have an operating agreement put in place, review the bylaws, and the steps to do this are noted in the CBRs, but GAC approval is not required. Br. Moyer also questioned at what point the Permanent Fund is large enough. Br. Starr responded that the Fraternity can create a second permanent fund if it desired.

Br. Price questioned under the new structure if the Fraternity can ask for distribution of funds. Br. Starr confirmed that this can be done. Br. Starr stated the bylaws will determine at what point this can be done and that it will look almost the same as it currently is under the existing Trust Indenture.

With no further discussion on the topic, a motion and second were made, by Br. Moyer and Br. Price respectively, to authorize and direct the Trustees of the Permanent Fund to take all necessary, requisite actions to effectuate the establishment of a NewCo organized under Section 501(c)(2) of the Internal Revenue Code for purposes of preserving, continuing and overseeing the operations, management and oversight of the assets of the Permanent Fund.

1. Transfer of assets to NewCo
2. Creation of bylaws and articles of incorporation
3. Appointment of Board of Directors
4. Dissolution of the Permanent Fund as a revocable trust and revocation of the trust indenture

The motion passed unanimously with a vote of 10-0.

Compliance – No report submitted. Br. Starr discussed that the CBR's are out of date. Br. Boyle suggested they be updated prior to the Decennial Law Review scheduled for 2022. He also shared that during the Executive Session held earlier in the day, all officers plan to review a job description for their position. Once this is done, the Archons will be asked to do the same. Br. Moyer suggested creating a Constitutional Committee to create a new CBR. Br. Reid agreed that this needs to be done whether through a committee or by another means.

Scholarship – Br. Boyle stated that he needs to touch base with Br. Pelletier with regards to scholarship and give feedback. Discussion followed regarding the setting of the minimum GPA requirements. Br. Miesner noted that his chapter set their GPA higher than the recommendations. This has been a positive influence on his chapter by attracting members with higher GPA's.

### **Endowment Fund**

Br. Nicol noted the Woodrow Wilson Leadership School follow-up grant is out for a vote. Br. Nicol

feels the Member Development Team and the Foundation have done a very good job of working together to get the highest percentage possible funded. Br. Guidi noted that as we improve our programs, they do become more fundable. However, especially for ROT, feedback from participants show they would like more training on doing their job rather than life skills that are more highly fundable. He noted that we need to find the point that has a good balance.

Br. Boyle followed up from the 2017 Fall Executive Council meeting with regards to the Georgia Alpha house discussion and payment be made by the Endowment Fund. He formally requested the Endowment Fund make good on the EC's request.

## **Old Business**

### Sublimits discussion

Br. Ransom gave a presentation of insurance Sublimits. He noted there are 3 layers of coverage (lowest to highest):

- SIR - \$250,000 per occurrence/aggregate per policy year (self-insured retention)
- FRMT - \$500,000 per occurrence
- RSUI – Excess loss beyond \$500,000 per occurrence

Br. Ransom explained how this affects Phi Kappa Psi:

- Any claim that reaches the FRMT Layer begins to impact the insurance rate.
- If we meet or exceed the maximum rate 2 years in a row, we are required to double our SIR.
- Sublimits can speed up the process to resolve claims, which would require us to keep less in reserves. We currently have \$138,120 in our SIR tied up in reserves for cases open from 2014-2015 and earlier.

In short, if you adopt Sublimits, it limits your exposure as you move up the layers of coverage.

Br. Moyer questioned why the Insurance Committee did not adopt Sublimits. It was felt the savings of \$5 per undergraduate members was not worth what the claim would actually would cost. After further discussion, there was a motion to adopt \$250,000 Sublimits for chapters only. The motion failed with a vote of 4-4 with 2 abstaining.

### Chapter Finances

Ms. Baldwin shared with the group the balances of Pennsylvania Rho, Illinois Epsilon and Louisiana Gamma. Because both Pennsylvania Rho and Illinois Epsilon have been making payments, both of these chapters were removed from consideration of a balance write-off. By a motion from Br. Price and a second by Br. Music, the Executive Council voted unanimously to write off the balance of Louisiana Gamma.

### CBR's of Phi Kappa Psi

Br. Reid discussed the need to update the Executive Council Bylaws to reflect today's current standards. With a proper motion and second by Br. Price and Br. Music respectively, the motion passed unanimously to update the Executive Council Bylaws.

### Philanthropy Plan

Br. Hickman and Br. Salen presented two options for the Executive Council to consider for service and philanthropy projects.

Br. Salen discussed the history of the partnership with the Boys & Girls Club of America. The agreement between the two entities began Oct. 1, 2009 and continued until October 1, 2014, unless terminated by either partner. A survey was sent to each chapter to find what partnerships they currently had. It was discovered only 34% of the chapters who responded actively working with their local BGCA. These results were not a surprise.

Br. Hickman and Br. Salen feel a new direction is needed. They researched what other organizations are doing to create a new philanthropy plan. It was determined the areas that undergraduate members would like to focus on are youth mentoring and addressing poverty.

Discussion followed with suggestions / ideas. Br. Boyle suggested we work on messaging and marketing. Br. Boyle feels the presentation given by Br. Hickman and Br. Salen should be packaged for the chapters. Br. Hickman asked the Council members which option they would like to choose. Br. Boyle doesn't feel they need to choose one. The two options chosen go hand-in-hand. Br. Hickman and Br. Salen will work on modules to go along with the two options. These will be in addition to the Boys and Girls Club which chapters who wish to continue working with can do so.

### OmegaFi

Br. Ransom started by addressing the progress we have made by using OmegaFi. OmegaFi is helping to hold the chapters financially accountable. OmegaFi is not just a collection agency. Other benefits for our chapters include:

- Financial record keeping
- Officer purchasing cards
- Tax filing
- Bill pay
- 1099's
- Collections of dues
- Customer service for members and parents
- Expanded oversight of accounts / finances

There are 10 OmegaFi representatives for PKP. Those include chapter service representatives and customer support representatives. Br. Ransom ran through statistics including phone calls and emails, amount collected, check and credit card payments. The rate for using OmegaFi is \$28 per man per semester unless the chapter's fee by percent is less than \$28, then they will pay the lesser amount.

### Accreditation and Colony petitions

Br. Boyle presented the accreditation progress for Auburn Colony. They were below standard in many areas of the accreditation process, including number of members. The number of members currently is 17, but this is not enough to sustain it as a chapter. Br. Guidi noted that we need to decide how we want to proceed. Do we invest more time, money and resources to help them or do we pull back? Are we able to have a successful chapter at Auburn?

Suggestions were presented by Br. Ransom, Br. Moyer, Br. Robins, Br. Sigler, Br. Broussard, Br. Kifle, Br. Boyle, and Br. Price.

Br. Music made a motion to initiate members of Alabama Beta if they meet the standards negotiated, except for the membership requirement, and complete GreekLife EDU. After a second by Br. Broussard and a vote, the motion passed unanimously.

#### Immersion trip

Br. Hickman referenced back to the information he provided at the February 7 Staff portion of the Executive Council meeting. He requested again to have feedback from the Executive Council.

### **New Business**

#### New reporting requirements for non-profits

Br. Hernandez shared information regarding nonprofit reporting. The requirement went into effect January 1<sup>st</sup>, 2018, but will impact the Fraternity at the beginning of our fiscal year June 1, 2018. The reporting requirements will be applicable for any 501(c) group. Along with our cash position, our line of credit and donor restricted assets will be public. The largest considerations for Phi Kappa Psi Fraternity are how to report the Permanent Fund and the impact this will have on how our Balance Sheet appears.

#### GAC Non-Attendance Fine

Br. Ransom shared the past cost of GAC non-attendance fines. Br. Music made a motion to set the fine at \$2,000 for chapters not attending GAC, to make it is more expensive to not attend than to send the required two representatives. With a second by Br. Shission, the motion passed 9-1.

#### CSUN Colony Petition

Br. Gonzalez made a motion to approve the Chartering of CSUN Colony. Br. Flechas made a second, and the motion passed unanimously. Chartering will be set for April 7<sup>th</sup>.

#### Fraternity / Foundation Relations

Br. Price informed the group of the discussion of the lunch-time Executive Session. This is a follow up from the November meeting Paul Annett had with both the Endowment Fund Trustees and the Executive Council. Mr. Annett has identified seven items that need to be addressed in order to potentially resolve the issues between the two groups. The Executive Council unanimously agreed to move forward on the proposal made by Paul Annett. Br. Price asked everyone to respect the confidential nature of the discussions being held and allow the Fraternity and the Foundation to continue their work towards resolution.

Br. Denny informed the group that the Endowment Fund Trustees were presented with the same seven identified items as well in a telephonic meeting held during the afternoon. They also agreed to move forward to work on a resolution.

### **Closing Ceremony**

With no further business to come before the Council, the meeting was adjourned at 5:30pm Pacific Standard Time.

**Motions**  
**Executive Council Meeting**  
March 24, 2018  
Las Vegas, Nevada

**Motion** to add ad interim #41 to the Consent agenda.

Motion: Br. Moyer

Second: Br. Broussard

Motion passed unanimously 10-0

**Motion** to approve the Consent agenda.

Motion: Br. Moyer

Second: Br. Shission

Motion passed unanimously 10-0

**Motion** to authorize & direct the Trustees of the Permanent Fund to take all necessary, requisite actions to effectuate the establishment of a NewCo organized under Section 501(c)(2) of the Internal Revenue Code for purposes of preserving, continuing and overseeing the operations, management and oversight of the assets of the Permanent Fund.

Motion: Br. Moyer

Second: Br. Price

Motion passed unanimously 10-0

**Motion** to write off the balance of the Louisiana Gamma Chapter.

Motion: Br. Price

Second: Br. Music

Motion passed unanimously 10-0

**Motion** to update the Executive Council Bylaws to reflect today's current standards. Motion: Br. Price

Second: Br. Music

Motion passed unanimously 10-0

**Motion** to adopt the \$250,000 Sublimits for Chapters only.

Motion: Br. Price

Second: Br. Broussard

Motion failed 4 – 4, 2 abstaining

**Motion** to endorse the proposal and framework by Paul Annett to move forward with the proposed approach to resolving the Fraternity / Endowment Fund differences.

Motion: Br. Music

Second: Br. Bajpai

Motion passed unanimously 10-0

**Motion** to approve the following Alcohol Policy Changes:

- No alcohol above 15% ABV permitted in chapter houses
  - Staff will provide a definition of what defines a chapter house
- House corporations using Phi Kappa Psi Property Insurance Program encouraged to include clause restricting alcohol above 15%abv
- Alcohol above 15% ABV can only be provided by a licensed 3<sup>rd</sup> party vendor offsite.
  - Staff will provide a clear definition of what qualifies as a qualifying off-site location.

Motion: Br. Shission

Second: Br. Himstedt

Motion passed unanimously 10-0

**Motion** to approve the Alumni Certification Plan:

- Require all chapter advisors to complete Alumni Certification no later than August 15, 2019.
  - Adopt PhiredUp Online certification program beginning in the fall of 2018 (or sooner if possible)
  - Adopt EverFi alumni training regarding policy and procedures
  - Consideration will be given to expanding program to a tiered certification system or train the trainer model.

Motion: Br. Price

Second: Br. Bajpai

Motion passed unanimously 10-0

**Motion** to approve the Regional Advisor Program

- Adopt regional advisor program and beta test it by building out 1 or 2 advisors per district for Fall semester

Motion: Br. Moyer

Second: Br. Shission

Motion passed unanimously 10-0

**Motion** to approve the new Member Education Program

- Approve a Member Orientation period no more than 10 days in length as a replacement for the traditional 6-week new member education program.

Motion: Br. Price

Second: Br. Broussard

Motion passed 7 -3

**Motion** to initiate the members of Alabama Beta.

Motion: Br. Price

Second: Br. Broussard

Motion failed 5 – 3, 2 abstaining

**Motion** to initiate members of Alabama Beta if they meet the standards negotiated and complete GreekLife EDU, minus membership numbers.

Motion: Br. Music

Second: Br. Broussard

Motion passed unanimously 10-0

**Motion** to set the fine of \$2,000 for not attending GAC.

Motion: Br. Music

Second: Br. Shission

Motion passed 9 – 1

**Motion** to appoint a Judicial Committee for Virginia Alpha.

Motion: Br. Shission

Second: Br. Music

Motion passed unanimously 10-0

**Motion** to approve the Chartering of CSUN Colony.

Motion: Br. Gonzalez

Second: Br. Flechas

Motion passed unanimously 10-0

## ACTIONS

Who	Action Item	Status
<b>February 7, 2018</b>	<b>Indianapolis &amp; Remote Locations</b>	
Ms. Baldwin	Write off balance of \$22,023 at EC Meeting in LV related to Illinois Epsilon, Louisiana Gamma and possibly Penn Rho	Completed
Ms. Baldwin Br. Ransom	Identify chapters that need to be on payment plan or have large outstanding balances.	
Br. Ransom Br. Reid	Discuss Binding arbitration language in membership agreement	
Br. Bills Br. Guidi	Draft up and send an ad interim to approve the second Vanderbilt supervisory committee member	Completed
Br. D'Imperio	Develop an enhancement plan for PA Nu for the EC to review and approve	
Br. Ziegelmeier	Discuss insurance committee's recommendation for Sublimits including rationale for the recommendation at the EC meeting in Las Vegas	Completed
Br. Nagel	Develop recommendation stating overlap between housing corporation members and chapter advisors / UG's should be remove from HC's	
Br. Bills	Provide EC direction and process for (a) taking GreekLifeEdu and (b) EverFi demos	Completed
Br. Bills	Develop a certification program for advisors and chapter officers for the EC to review	Completed
Br. Hickman	Present a proposed philanthropy plan in conjunction with Br. Salen at the Las Vegas EC meeting on 2/24/17	Completed
Br. Boyle	Provide Br. Bills with recommendations for CO Alpha chapter advisor candidates	
Ms. Headrick	Draft a proposal to gather social media analytics	Drafted
EC	Review OmegaFi Exemption Requirements for 2018 – 2019 Academic Year	
EC	Review Appendix M from Ch. Ops Report for 2/24/18 and come prepared to provide feedback so we can move forward with the revised report card process	
EC	Provide Br. Hickman feedback on member development's service immersion trips	
<b>February 24, 2018</b>	<b>Las Vegas</b>	
EC & Staff	Adjust the goals of the 2020 Vision	