

MEETING MINUTES

Meeting/Project Name:	ZPAA meeting		
Date of Meeting:	1/31/2023	Start time:	7:00pm EST
Location:	<i>Google Meet</i>	End time:	8:00 pm EST
Chair:	Jeff Waite	Minute taker:	Jeff Waite
1. Attendance			
Present			
Mike Szettella	John Hendley	Robert Pankau, III	Tyler Reynolds
Jeff Waite	Cory Heck	Justin Doescher	Nick Rowan
Ross Parpart			

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3. Agenda, Decisions, Issues			
Topic/ Discussion notes			Discussion led by
VP Report <ul style="list-style-type: none"> No Report 			Van Acker
Secretary's Report: <ul style="list-style-type: none"> Reviewed minutes from last month – not yet published, and requiring corrections. 			Waite
Treasurer's Report <ul style="list-style-type: none"> Cory filed an Articles of Incorporation addendum to change the name of the organization to "Zeta Pi Oakland Advisory Group" dba "Zeta Pi Alumni Association." An EIN has been received under the new name and the information has been updated at the bank. Cory to reach out to a tax pro to handle taxes. Jeff Waite suggested using Brad Perry. Whitey stated that the chapter uses form 990EZ, and that we should be in the same situation. Cory stated that the information from the IRS states that we should be using a form 1120. Cory bowls with a tax professional and will ask for some guidance from him, and reach out to others if necessary. Dues to be \$240/year with 25% going to Housing, 25% going to Scholarship, and 50% going to the Alumni Association to fund events, etc. (J. Waite confirmed this is as agreed to in meeting minutes dated 8/30/2022.) During this meeting, J. Waite and R. Pankau paid dues via PayPal. Cory to look in to utilizing Google Voice to allow the use of Venmo without tying to a single phone number. Cory to email copies of the Addendum and relevant paperwork to J. Waite to include with Secretary paperwork. 			Heck
President's Report <ul style="list-style-type: none"> Emily to have something by the next meeting (in the next couple of weeks) to review for logos (both organizational, and Founding Member) 			Szettella
Housing <ul style="list-style-type: none"> Chapter walked through a house this week. House was very well maintained and owners can be very selective. Many roadblocks to having college kids in the house. More searches coming. Ross Parpart suggested looking at other options – churches, etc. Concerns brought up included living accommodations and possible zoning issues. 			Open Discussion

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Open Discussion:

- Poker night – 21 to attend. 20 via FB event and Paul Singer. Whitey ordered 3 sets of poker chips. May need more chairs, but request will come later, if necessary. Dealers to be volunteers to start, and as people fall out, more will be available to deal. Fine details (blinds, max raise, when to combine tables, etc.) to be determined by Thursday. Flyers with those rules to be posted on tables. Entrants to receive random bag with chips and table number assignments.
- From Rob Pankau – Chapter Educational Fund has officially reached the minimum in the scholarship fund to be able to distribute 4% of total. Currently 10K in the fund, and 400 available for disbursement. No direction available from this organization – simply an update from a separate fund.
- Discussion in regards to founding members – Ross Parpart suggested the use of a laser engraved credit-card-sized card that we could personalize with initiation number, and possibly an alumni ID number for founding member identification. Would need to contract someone to engrave – possibly Ed Warren.

All



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4. Action Items

Action	Responsible	Due Date
Need founding member requirements/benefits for the next meeting.	All	2/28/23

5. Next Meeting

Date:	2/28/23	Time:	7:00pm EST	Location:	Google Meet
Objective(s):	Determine Founding Member Status, Discuss logo, determine date for summer family picnic.				