

MEETING MINUTES

Meeting/Project Name:	ZPAA meeting		
Date of Meeting:	09/27/2022	Start time:	7:04pm EDT
Location:	<i>Google Meet</i>	End time:	7:59 pm EDT
Chair:	Bob VanAcker	Minute taker:	Jeff Waite
1. Meeting Objective(s)			
Need to discuss dates for when dues will be due (1/1 – 12/31; 6/1 – 5/31; etc.)			
2. Attendance			
Present			Apologies
Bob Van Acker	Robert Pankau, III		
Cory Heck	John Hendley		
Jeff Waite			
Justin Doescher			

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3. Agenda, Decisions, Issues			
Topic/ Discussion notes			Discussion led by
VP Report <ul style="list-style-type: none"> Open discussion concerning the lack of true direction or what we're trying to accomplish. J. Waite stated that our goals are to start a base for the housing corp, start scholarship funds for the active chapter members, and to organize three to four standing annual events for members – Golf outing, Poker night, family picnic (July 3rd). "Rush" is to begin now through March 16. 			Van Acker
Secretary's Report: <ul style="list-style-type: none"> Reviewed previous meeting's minutes and open action items. 			Waite
Treasurer's Report <ul style="list-style-type: none"> Total balances between the two organizations: \$16,420 \$3815 came in for the golf outing, with \$3795 due to go out. Discrepancy of \$40 in bookkeeping – Know that the money is there, just need to figure out where the calculation error is. (Money was found during the meeting, as Rob and Cory were discussing privately via text). 			Heck
President's Report <ul style="list-style-type: none"> No report – Szettella not in attendance 			Szettella
Housing <ul style="list-style-type: none"> No report – Szettella not in attendance 			Szettella
Golf Outing <ul style="list-style-type: none"> 31 golfers playing (also received 1 \$100 donation from a member who cannot play). Set up to begin at 10:30 – tee time is 12:00 – no shotgun start. Cory to run 50/50 raffle, Bob to run skins - \$10 pp, with \$5 per group to go to the organization. Double bogey max per hole. 			Pankau
Poker Night <ul style="list-style-type: none"> Details confirmed with Bill, announcement to be made at the golf outing. 			Pankau
Dues Structure <ul style="list-style-type: none"> Motion by Van Acker, second by Waite to change dues structure to match the discussion from last month. Dues to be \$240 for the alumni association only. 25% to go to the Housing Corp, 25% to the Scholarship fund, 50% to the Alumni Association. Motion passed unanimously 			Van Acker
Bonded Policy <ul style="list-style-type: none"> Cory talked to Bill Basinger about the bonded policy, and it was decided that for the amount of money that we have, it would not be worth the cost. All agreed. 			
EIN <ul style="list-style-type: none"> J. Waite found that only a member that can commit the organization to a contract can pull an EIN for the organization. That would be the President or Treasurer. C. Heck looked in to the process, and some questions remain. More information to come. 			

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Open Discussion:			All
<ul style="list-style-type: none"> • Discussion as to specifics of being a Founding Member – One-time fee added to first annual dues (Need specific amount). Founding Member status to get you a pin to wear at meetings/events, polo shirt, and recognition in directories, etc. More discussion likely at the golf outing to be ready for any questions posed at the event. • Dues due date to be 3/16 every year (Zeta Pi Founding date). Interim time to be free. Any dues paid before 3/16/23 to be applied to dues due on 3/16/2023 • Future meeting locations: R. Pankau to look in to options both on and off campus. Agreed that the locations needs to be able to handle tele-conferencing with video capabilities. • All future meetings will continue to have a remote option and will be held via Google Meet. Google Meet link to be included on monthly agenda published prior to the meeting date. 			
4. Action Items			
Action	Responsible		Due Date
Obtain EINs for both organizations	C. Heck		9/27/2022
5. Next Meeting			
Date:	10/25/22	Time:	7:00pm EDT
		Location:	Google Meet and location to be determined.
Objective(s):			