

**2011 Summer Board Meeting
Omni Interlocken Resort
Broomfield, CO**

Minutes: Friday, July 15, 2011

Meeting called to order by Dr. David Grady at 8:00 am.

Attendees: Dr. Kent Gardner, Mardie Sorensen, Dr. David Grady, Reatha Cox, Kent Pawlak, Anne Forcier, Darald Stubbs, Dr. Howard Farrell, Joshua Velazquez, Amy Smith, Dr. Ed Whipple, Daisy Wood, Dr. Larry Lunsford, Barbara Tootle.

Welcome and introduction of new student board member, Joshua Velazquez. Joshua is a student at Bowling Green State University majoring in Construction Management. He is currently interning for a company in Raleigh, NC. Joshua was the re-founding father of his fraternity, Tau Kappa Epsilon.

Board of Directors updates: All

- Dr. Ed Whipple accepted a new position as Senior Fellow for NASPA. He will be helping with senior student affairs personnel to develop initiatives and legislation on Capitol Hill. Ed is stepping down as Vice President for Student Affairs at BGSU after seventeen years of service. He is the longest serving VP at BGSU.
- Amy Smith, the 2010-2011 student board member, graduated last February and has been substituting in two school districts. She is looking for a permanent teaching position while also getting her certification as a reading specialist. Amy is also collaborating with her sorority, on a project for their centennial celebration.
- Anne Forcier was hired by the University of Vermont Foundation to help create a leadership council and work with the development Board.
- Kent Pawlak accepted a new position with Blackboard as a Product Strategist. He will be working on future product features and enhancements.

2012 Summer Board Meeting: Kent Gardner

- Possible date is July 19-22nd. Kent Gardner asked everyone to check their calendars and let him know if those dates are feasible.
- Looking at properties in New Orleans, Florida, San Diego and Las Vegas.
- Asked Board for feedback and to send him information on good properties and deals.

IRS/Chase Bank: Kent Gardner

- Resolved the issue after 3-4 months. Chase paid penalties for lost payment.

CELECT.org and GIN Systems: Kent Pawlak, Darald Stubbs, Jessica Gardner

- Kent Pawlak and Darald Stubbs reported the demise of CELECT and how it affected Order of Omega and SEPC registration.
- Order of Omega used CELECT to host our website and also for merchandise payments. As soon as Headquarters was informed of the fraud the credit card processing was pulled from the site – we still lost \$3,100 in the ordeal.
- Good news is we own our domain.
- Order of Omega will now be using GIN Systems to host our website. The contract has been signed and they are building our custom site.

Fraternal Values Society: Darald Stubbs, Kent Gardner, Barb Tootle, Mardie Sorensen

- A new recognition society. Good concept for fraternities and sororities to revisit their foundation and rituals. Currently 24 chapters have been chartered.

Office Report: Kent Gardner, Jessica Gardner

- Organization hit \$500,000 mark in revenue last year and moved to new 990 tax form.
- Up again from last year with some still in accounts receivable
- Omega Trends: went with more professional look this year, cost a bit more, but the expense was justified.
 - o Board would like to see more information on the rest of the organization: history, facts, values, benefits.
 - o Proposed listing scholarship recipients by regions and include a blurb from graduate students.
 - o Reatha's office will assist Seth in design and layout.

AFA: Kent Gardner, Mardie Sorensen

- 2011 Dates in St. Louis: November 30 – December 4th
- Cast Study: more and more interest every year and having to turn more teams down. Keep prize money the same for this year.
- Silent Auction gifts last year were a big hit and great visibility for Order of Omega
- Reception: great turn out last year despite the location. Hoping for the same numbers this year.

Regional Conferences: Kent Gardner

- AFLV-Central: February 9-12, 2012, St. Louis, MO
- NGLA: February 23-26, 2012, Hartford, CT
- SEIFC: February 23-25, 2012, Atlanta, GA
- SEPC: March 29-April 1, 2012, Atlanta, GA
- AFLV-West: April 12-15, 2012, Costa Mesa, CA
 - o Will continue with Case Study at each conference
 - o AFLV-Central requested an extra Cast Study track because 49 teams applied for 16 slots. Board approved a 3rd track. KLG will contact Jennifer Jones Hall.

Technology Report: Kent Pawlak

- Website challenges with CELECT.org in the spring
- Online store and credit card processing has not been figured out for new website yet. Looking for a company that charges per transaction verses monthly and per transaction.
- More traffic and volume to our site compared to last year.
- Looking into Sharepoint and VPN for HQ server. Mostly for RCDs and office staff access.

Social Media: David Grady

- Order of Omega needs to increase its social media presence – starting with Twitter.
- This will help with marketing and announcements, deadlines – real-time updates.
- Everyone should Tweet!

Scholarship/Fellowship Report: Reatha Cox

- 2010 Scholarships: \$63,150
- 2010 Fellowships: \$8,250
- Almost to \$1 million mark. Will be \$10,000 out after 2011 program.
- Larry suggested we offer a donor opportunity to put us at a million
- Ed suggested we honor the person who puts us at \$1 million
- Mardie and Reatha discussed the lack of a standard nomination process for chapters to follow for scholarship applicants.
- Darald recommended that we also acknowledge fellowship recipients at regional conferences.
- Chapters are still allowed 2 nominees per chapter and 3 if they meet their full quota of new members. Discussed allowing larger chapters – more than 75 members – to have more nominees even if they don't meet their full quota.
- Barbie's recommendation: 2 per chapter/ 3 full complement/ 75+ automatically 3 with additional allowance if they meet full complement. Approved by Board.
- Kent suggested we do more research on the larger chapters and find the magic number.

RCD Report: Darald Stubbs

- Good service programming but not necessarily related to our Day of Service.
- Communication with Chapter Presidents is up
- Good programming happening with chapters trying to expand in the co-program area.
- Chapter Concerns:
 - o Advisor turnover: look at utilizing alumni advisors and more faculty advisors. It just depends on campus community and what will work best for each Greek system;
 - o Lack of response from advisors – they are too busy!
 - o Late fees were a concern until fully explained
 - o Chapter participation is a problem area for a lot of chapters.
 - o Membership selection and scoring questions from a lot of chapters.
 - Proposed by Reatha that we standardize the selection process. Mardie and Kent do not like taking away that autonomy from chapters. Proposal was tabled.
 - o Would like to see more electronic training and media for our chapters
- RCD's would like to see more training and face to face presence with HQ.

- Revisit RCD attendance at Board Meeting – great time for strategic planning, updates and agenda setting. Too tuff at AFA – not enough time.
- Proposed that RCD’s meet annually at HQ with office staff. KLG will look at costs verses summer board meeting.
- New Chapters: 11 – up 8 from last year
- Reactivated Chapters: 12 – down 7 from last year
- Total Chapters to date: 535
- 9,722 new members as of 7/7/11

Day of Service: Mardie Sorensen

- First year to ask Chapters to participate in activity
- Smaller response than we would have liked
- Decided to continue program and advertise more in fall.

Outstanding Chapter Awards: Mardie Sorensen

- Four awards, no honoraries last year
- Continues to provide a positive recognition for Order of omega but we are still having issues getting chapters to apply.
- Darald indicated that chapters are telling him they don’t think they have done anything special to warrant getting the award.
- Barbie suggested that marketing may help applicant turnout.

Drive-In Conference: Kent Gardner

- Looking at BGSU for fall location.
- Joshua will take the lead and work with Chris Bullins to coordinate dates and location.
- Darald suggested we utilize SEPA for the spring conference. We could coordinate dates and utilize the conference space with minimal cost to our members and bottom line.

Meeting was adjourned.

Minutes: Saturday, July 16, 2011

Meeting called to order by Dr. David Grady at 8:05 am.

Attendees: Dr. Kent Gardner, Mardie Sorensen, Dr. David Grady, Reatha Cox, Kent Pawlak, Anne Forcier, Darald Stubbs, Dr. Howard Farrell, Joshua Velazquez, Amy Smith, Dr. Ed Whipple, Daisy Wood, Dr. Larry Lunsford, Barbara Tootle.

Chapter Concerns:

- University of Cincinnati Follow-up: Barbie Tootle
 - o Barbie had a great visit with Cincinnati Chapter. Barbie met with advisor, Russell Best, and the exec committee. Their Greek community has a very different culture. All concerns from last year were eliminated and they are working to replace with new ideas.
 - o Barb and Kent Gardner both commented on their model New Member Manual. We should look at offering something similar to other chapters.
 - o Barb will continue to have casual contact through the fall. Touch base with Russell Best at AFA.
- No Local Affiliation Transfer: Kent Gardner
 - o Middle Tennessee had a transfer student that was asked to join at other institution but they did not hold initiation before he left. He chose not to affiliate with the chapter at Middle TN.
 - o Based on Section 4 of the Constitution, is he eligible for membership?
 - o Discussed by all Board, and it was decided that we would not amend Constitution, but leave decision up to Executive Director as things like this arise.
- Indiana State University – Due Process: Kent Gardner
 - o Member was reprimanded at AFLV-Central and asked to leave Chapter. Discussed if we should follow a due process when members are revoked of membership. Basically, allow the member to share his side of story before chapter votes on membership.
 - o Decided that we should outline a more detailed standard procedure for revocation of memberships.
- Graduate Student/Student Board Member position: Kent Gardner
 - o A graduate student that had remained active since her undergraduate career wanted to apply for the Student Board Member position.
 - o Discussion followed: Joshua proposed that it should be limited to undergraduates only because of the experience the student gets, as well as the perspective it brings to the board. Amy Smith, Kent Pawlak and Darald concurred. Keep as is.
- Chapter Programming Fund: Kent Gardner
 - o Chapters need help with programming and there have been more requests for financial help.
 - o Howard felt that this is a great idea and will further our mission. Joshua wanted to know if it was feasible for HQ staff. Amy proposed having an application process with certain criteria that has to be met. Anne indicated that it was very important to show documentation of how funds were used. Mardie proposed a \$5,000 or \$10,000 fund.
 - o Howard moved to set fund at \$5,000 for first year of program and have HQ develop criteria. Second by Amy – vote passed.
 - o Asked Board to send Mardie suggestions for criteria and resources for development.

Alcohol & Drug Education Award: Ed Whipple

- IATF asked member associations to develop an award for educational programming. In past two years our award has had minimal participation and the qualities of programs are not what we want them to be.
- We should advertise this type program as an example for our Chapters.
- Ed moved to discontinue program and move monies to new chapter programming fund. Second by Barb – vote passed.

New Stoles: Mardie Sorensen

- HQ noticed more interest from members wanting stoles for graduation.
- Mardie recommended that we have separate stoles for rituals and graduation.
- Board liked the gold stole with black Omega. Amy suggested the font and size of Omega should be bigger or moved up higher on stole front.
- Decided that we keep original stole for ceremonies and offer the new stole for graduation.

IATF: Ed Whipple

- In May the organization voted to change name from IATF to CoHEASAP to better encompass direction and objectives of the organization. Order of Omega has been a member association for 15 years – since the beginning, and with Ed serves a leadership role.
- Barbie suggested we continue our presence with the organization.
- Kent read the Memorandum of Understanding requesting an official commitment from our organization. David motioned that Kent Gardner sign M.O.U. and appoint Ed & Kent as designated representatives. Second by Anne – vote passed.

Amy Smith – Organizing Your Chapter Presentation:

- Great outline for chapters to follow. Can be used by incoming officers and advisors, new and reactivated chapters, as a way to familiarize themselves with the organization and what they should be doing annually.
- Amy suggested we send this out electronically to chapters and it was discussed that it will also go on the website.

Reappointment of Board members - Anne Forcier, Howard Farrell, Daisy Wood:

- Larry motioned, second by Barb – vote passed

FAQ'S & Chapter Reference Manual: Jessica Gardner

- Asked everyone to look over documents to find any outdated verbiage, and also look at things that might need to be added. Jessica will email everyone a copy for review.

Outgoing Student Board Member: David Grady

- Amy Smith is the outgoing student representative. She received her clock and was recognized for her service to the board.

Sunday Departure Schedule: Kent Gardner

- Reviewed schedule for any changes or concerns.

Other Business:

- Order of Omega Foundation: David Grady & Mardie
 - o We would like to establish a study group to look at the feasibility of establishing a foundation.
 - o Pro's and Con's for our type of organization.
 - o Proposed that Ed, Howard, Anne, and Michael Shonrock make up group.
- Lands End: Mardie
 - o Indicated that Seth Ressler of the HQ Staff has been working with Lands End to offer professional attire and merchandise through our website. No expense for us.
- Extra Display Board for Conferences: Darald
 - o A display board is needed badly. Can we get one by spring?
 - o Kent indicated that we might go ahead and replace the original as well as buy an extra for additional conferences.
 - o Amy suggested that we also look into a table drape with our logo. This would be good for conferences, but also beneficial to our chapters. We could offer the cover on our website.
- Brand Management: Barb
 - o Order of Omega really needs to be effective with our brand and marketing position.
 - o Professional graphic design needs to be looked into.
 - o Kent Pawlak indicated that he ran into a band named Order of Omega.
 - David Grady suggested we look into that further and make contact to cease the use of our name for band.
- NY Times Crossword Puzzle: Howard
 - o Deborah ran across Order of Omega question in puzzle.
 - o Post on website.

Meeting was adjourned.