

MINUTES
OF THE
ALPHA PHI OMEGA

NATIONAL BOARD OF DIRECTORS MEETING
RAMADA PLAZA HOTEL
SAN FRANCISCO, CALIFORNIA
FEBRUARY 5, 2000

Presiding: Jack A. McKenzie, National President

President McKenzie brought the meeting of the National Board of Directors of Alpha Phi Omega to order at 8:30 a.m., February 5, 2000, at the Ramada Plaza Hotel, San Francisco, California.

Invocation: Mark Dearing, Region VI Director

Roll Call: Judy Mitchell, Director of Chapter Services

Jack A. McKenzie	Belton Lim
John Wetherington	W. Brant Warrick
David A. Emery	Elizabeth Tom, M.D.
Bobby M. Hainline	Dave Corning
Maggie Katz	Wilfred M. Krenek
Ed Richter	Dr. Stan Carpenter
Dan Rauch	Lorin Jurvis
Teri Sheets	Gerald A. Schroeder
Cheryl Lynn Smith	Lucius E. Young, LTC Ret
Craig Muckle	Warren E. Weidman
Michael C. Nathan	James L. Chandler
Barbara R. Anderson	Allen Wong, D.D.S.
Mark E. Dearing	Robert C. Barkhurst

Also in attendance were:

Judith Mitchell, Director of Chapter Services; **Susan Harris**, Administrative Assistant at the National Office; **Dr. Lisa Covi**, Vice Chair, National Leadership Development Committee; **Dave O'Leary**, National Scouting/Youth Services Chair; **Kimberlie Harris**, 75th Anniversary Committee; **Carla Moran**, International Relations Committee and Service/Communications Committee; **George Kober**, Alumni Relations/Volunteer Development Committee; **Dr. Muriel Young**, spouse of Past National President Lucius E. Young, LTC, Ret.; **Kay Krenek**, 75th Anniversary Committee; **Keith Roots**, Sectional Resource Weekend Chair; **John Anderson**, Delta Gamma Chapter Advisor and 75th Anniversary Committee; **Katie Anderson**, "Region V Kid"; **Mark Stratton**, Section 52 Communications Chair; **Michael Beyer**, Section 92 and 91 Staff, National Convention Committee, and 75th Anniversary Committee; **Mel S. Gonzales**, International Relations and 75th Anniversary Committees; **Julie Moore**, Region VI Staff and 75th

Anniversary Committee; **Bernard Derboven**; Region II Alumni Representative; **Jeff Neurauter**, National Convention Parliamentarian; **Charles Wilson**, Section 1 Vice Chair; **Karen Wong**, spouse of Allen Wong and Alumnus; **Jonathan Wong**, son of Allen and Karen Wong; **Sarah Tiu**, Alumnus; **Alfred M. Sheets**, Iota Phi Alumnus; **Renee M. Sheets**, Future APO member; **Heather Lui**, Section 4 Chair; **Gregory K. Whitfield**, Section 68 Chair and Region IV Alumni Representative; **Henry Marx**, Region III Staff, Section 84 Staff, and LDW Staff; **Joe Morrone**, National Convention Coordinator; **Ellen Kranzer**, Region I Staff; **Irwin Chui**, Section 4 Staff; **Jim Hahn**, 75th Anniversary Committee; **David Keely**, Region V Staff; **Roger Clark**, Iota Phi; **Shauna Hathaway**, Section 4 Extension and Retention Chair; **Albert Lum**, Gamma Gamma Chapter; and **Mark Gallado**, Gamma Gamma Chapter.

APPROVAL OF MINUTES

Mr. Richter moved, seconded, and passed, as corrected, the minutes of the July 10, 1999, Board Meeting.

ADOPTION OF THE AGENDA

Mr. Hainline moved, seconded, and passed, as amended, the adoption of the agenda.

NATIONAL GOALS

PROCESS UPDATE

Ms. Sheets noted goal teams were established a year ago. Team leaders are challenged to get in touch with all members on their team.

GOALS UPDATE

Reported by each assigned Chair:

Goal #1 - MEDIA/TECHNOLOGY

This report is part of the official minutes maintained at the National Office.

The subcommittee continues to monitor the website and forecast the future needs for the website. Mr. Hainline requested feedback from Board Members.

Team Leader - Bobby Hainline

Team Members - John Wetherington, Cheryl Smith, Dan Rauch, Barb Anderson, Maggie Katz, Ed Richter

Goal #2 - PUBLIC RELATIONS CAMPAIGN

The report of this team is included in the Service/Communication Program Director's report as part of the official minutes maintained at the National Office.

Team Leader - Ed Richter

Team Members - Beth Tom, Craig Muckle, Jack McKenzie, Kay Krenek, Dave O'Leary, Brant Warrick, Pat Burke

Goal #3 - 75TH ANNIVERSARY CELEBRATION

This report is a part of the official minutes maintained at the National Office.

Registration fees for the Easton Event are \$40 for the weekend or \$25 for Saturday only.

Ms. Sheets announced plans for an essay contest. The subject will be the future of the fraternity. A minimum of 3 students will be chosen to participate in the Saturday afternoon panel discussion during the Easton Event. Ms. Sheets asked for the cooperation of the Regional Directors to strongly promote the essay contest with their chapters.

Lisa Covi presented a brief overview of the history-related activities being planned for Friday evening. There will be a shortened version available for Saturday morning if necessary. A new leadership development program entitled "Team Building" will be held for students on Saturday.

Team Leader - Wilfred Krenek

Team Members - Tanya Refshauge, Barb Anderson, Bob Barkhurst, Craig Muckle, Beth Tom

Goal #4 - VOLUNTEER BASE GROWTH

The progress of this team is included in the Alumni/Volunteer Development Program Director's report as part of the official minutes maintained at the National Office.

Team Leader - Dan Rauch

Team Members - John Wetherington, Bobby Hainline, Mike Nathan, Lyndal Butler, Belton Lim, Jim Chandler

Goal #5 - MEMBERSHIP/CHAPTER GROWTH

Notes from the discussion on this topic held on Friday evening, February 4, 2000, will be sent to all Board Members in the next weekly mailing.

President McKenzie noted that we currently are not on track to achieve our goals of 21,000 members and 375 chapters by July 2002. He encouraged all Board Members to focus on membership and chapter growth in the coming months.

Team Leader - Maggie Katz

Team Members - Dave Corning, Cheryl Smith, Dave Emery, Brant Warrick, Belton Lim

Goal #6 - DEVELOPMENT CAMPAIGN GROWTH

This report is part of the official minutes maintained at the National Office. Mr. Wetherington reminded Board Members that the basic Torchbearer level will increase from \$50 to \$75 beginning April 1, 2000.

Team Leader - Bobby Hainline

Team Members - John Wetherington, Maggie Katz, Lyndal Butler, Wilfred Krenek, Jim Chandler, Pat Burke

Goal #7 - ENDOWMENT FUND GROWTH

Mr. Wetherington reported the Endowment contains about \$2 million toward the goal of growing to at least \$5 million by December 2005. He added that the Endowment Trustees have decided to change investment advisors and will be selecting a new advisor soon.

Recent Regional Conferences have promoted Life Memberships, an important source of contributions to the Endowment. Various Board Members also are participating in Life Membership promotions. Emphasis also is being placed on developing a planned giving program to benefit the Fraternity and the Endowment.

Mr. McKenzie announced Wilfred Krenek's election as an Endowment Trustee and thanked him for taking on another important role for Alpha Phi Omega.

Team Leader - John Wetherington

Team Members - Bobby Hainline, Tanya Refshauge, Dan Rauch, Bob Barkhurst, Wilfred Krenek

Goal #8 - CANADIAN EXTENSION

This report is part of the official minutes maintained at the National Office.

Team Leader - Maggie Katz

Team Members - Allen Wong, Dave Emery, Dave Corning, Mark Dearing

PRESIDENT'S COMMENTS

President McKenzie encouraged all Board Members to move into the "implementation phase" for all goals, projects, and programs. He said the time for organizing and planning has passed and that emphasis now must shift to producing results to be reported to the National Convention in December.

ACTION ITEMS

CONFIRMATION OF 2000 AUDITORS

Ms. Anderson moved, seconded and passed that the accounting firm of Grant Thornton be approved to conduct the 1999-2000 audit of the National Fraternity for a fee of \$6,400. This includes preparation and filing of Form 990.

Mr. Hainline abstained.

2000 FALL PLEDGE CLASS NAMESAKE COMMITTEE

The National President appointed the Fall Pledge Class Namesake Committee: John Wetherington, Chair; Maggie Katz; Barbara Anderson; Wilfred Krenek; Bob Barkhurst; Belton Lim; Craig Muckle; Ed Richter; and Dave Corning.

APPOINTMENT OF ENDOWMENT TRUSTEE NOMINATING COMMITTEE

The National President appointed Bobby Hainline, John Wetherington and Brant Warrick to the Endowment Trustee Nominating Committee.

MAUDE WALKER YOUNG AWARD

Ms. Tom moved, seconded, and passed the following change be made to the Board Policy Manual, Appendix K - Awards and Recognitions

THE MAUDE WALKER YOUNG AWARD

First sentence used to read: A national certificate awarded for exceptional service rendered to an Alpha Phi Omega Chapter or Chapters by a non-brother spouse of an Alpha Phi Omega brother.

Now reads: A national certificate awarded for exceptional service rendered to an Alpha Phi Omega Chapter or Chapters by the spouse of an Alpha Phi Omega brother when the spouse has been neither an active nor advisory member of Alpha Phi Omega.

NATIONAL CONVENTION REGISTRATION FEE

Mr. Hainline moved, seconded, and passed that it is the sense of the Board that the student convention fee be not more than \$50.

Mr. Hainline abstained.

President McKenzie relinquished the chair to Vice President Wetherington.

CHARTER APPROVAL OF AKRON UNIVERSITY

Ms. Katz moved, seconded, and passed the approval of a new charter for Alpha Epsilon Theta Chapter at the University of Akron, Akron, Ohio.

CHARTER APPROVAL OF STEVENS INSTITUTE OF TECHNOLOGY

Ms. Katz moved, seconded, and passed the approval of the rechartering of Theta Alpha Chapter at Stevens Institute of Technology, Hoboken, New Jersey.

DECLARING CHAPTERS INACTIVE

On recommendation of the Membership/Extension Director and pursuant to Article IX, Section 7 of the National Bylaws, the President declared the following chapters inactive:

Epsilon Delta Chapter, Central Connecticut State University, New Britain, CT
Alpha Gamma Nu Chapter, University of California-Santa Cruz, Santa Cruz, CA

DECLARING NATIONAL SERVICE DAYS

Mr. Richter moved, seconded, and passed that these days in 2000 be declared National Service Days in celebration of the 75th Anniversary: Absolutely Incredible Kids Day, March 16; National Youth Service Days, April 14-15; and a special day during National Service Week, November 6-12.

ALUMNI VOTING DELEGATE CHANGE

Mr. Rauch moved, seconded, and passed to modify the National Board of Directors Policy Manual, Policy II, Section 19, Alumni Voting Delegates, to read as follows:

Regional Alumni Councils elect Alumni Voting Delegates. A simple majority vote is required when a quorum is present. Nominations should be solicited from Alumni within the Region. One of the following methods of election may be used:

1. Open elections at a meeting of the members of the Regional Alumni Council to which all members of the council have received two (2) weeks notice. A quorum for this procedure is defined as a majority of the members of the Regional Alumni Council.
2. A mail, e-mail or phone ballot of the members of the Regional Alumni council. All members of the council must be given adequate opportunity (at least two weeks) to

- participate in the election. A quorum for this procedure is defined as two-thirds of the members of the Regional Alumni Council.
3. Any other appropriate method that has received prior approval by the Regional Director and the National Alumni Relations/Internal Volunteer Development Program Director. A quorum for this procedure is defined as two-thirds of the members of the Regional Alumni Council.

It is recommended that at least one alternate delegate be elected along with the voting delegate. The voting procedure used by the Regional Alumni Council must be documented by the Regional Alumni Representative and by the Regional Director using the Regional Alumni Voting Delegate Authorization Form prior to the beginning of the National Convention.

Mr. Wetherington returned the Chair to President McKenzie.

RECOMMENDATIONS OF COMMITTEE ON EFFECTIVE REGIONAL MEETINGS AT NATIONAL CONVENTIONS

Ms. Tom moved, seconded, and passed to endorse the Committee's recommendations as listed below:

- It is recommended to the Regional Directors that they emphasize to their chapters that business (such as nominations for the host for the 2001 Regional Conference, and any other business that needs to be voted on) will be conducted in addition to the usual introductions and welcoming remarks, at the FIRST Regional Business Meeting on Day 2.
- It is recommended to the Convention Committee that Regional Welcome meetings be scheduled for Day 1 (between the reference committee workshops and the opening ceremony)
- It is recommended to the Convention Committee that the Regional Meeting on Day 4 be allowed a minimum of 1.5 hours.
- It is recommended to the Convention Committee that a meeting be scheduled sometime between lunch and 2100 (9 p.m.) on Day 3 of the convention for the purpose of introducing the candidates for National Office and convention site bids to the delegates. There was no consensus within this committee regarding the structure for such a meeting. The options include the traditional Regional Meetings (commonly referred to as Rats on Parade and renamed "Ducks on Parade" for the Minneapolis convention) and a general candidate forum.

President McKenzie noted that Policy II, Section 9, of the Board Policy Manual assigns the President ultimate responsibility for all matters pertaining to the Convention Program.

GUIDELINES FOR THE DAVID B. CORNING CHAPTER PROGRAM REVIVER AWARD

Mr. Wetherington moved, seconded, and passed the approval of the following guidelines for the David B. Corning Chapter Program Reviver Award to be added to the National Board Policy as Appendix K.

- a) A certificate shall be awarded by the National Membership and Extension Program Director after consultation with the appropriate Regional Director to any individual or group responsible for reviving a chapter that is on the verge of going inactive.
- b) Any Alpha Phi Omega member (active, alumni, advisor, sectional, regional, and/or national staff) is eligible to submit a nomination for the award.

INFORMATION ITEMS

Mr. Chandler presented a check in the amount of \$5,000 to the Fraternity from the Boy Scouts of America in recognition of the Fraternity's 75th Anniversary.

President McKenzie directed the Finance/Operations Director to develop guidelines for collecting National Office accounts receivable and to share the guidelines with the Board when they are developed.

Mr. Emery requested Board Members to encourage chapters and Section Chairs to submit information about successful workshops to the Leadership Resources Clearing House, <http://www.concord.edu/%Eapo/leadres/leadres.html>

Ms. Katz announced that Steven Crawford is the new chair for the Advisors Subcommittee and Cliff Lowery is the Diversity Subcommittee chair.

There are no legal issues pending at this time.

Procedures will be initiated to ensure proposed legislation for convention is not lost. All submissions will be confirmed to the submitter. The deadline for submissions is September 30, 2000.

Mr. Barkhurst submitted a list of items needed for the Archives. The Fraternity has received pictures of the 1962 and 1964 Convention, which will be displayed at the National Office.

Mr. Hainline reported membership is down. If the current trend continues, the Fraternity will end the fiscal year with a deficit. A plan to minimize shortages will be shared with the Board to be implemented if this trend does not reverse.

The following written reports submitted for this meeting are part of the official minutes maintained at the National Office.

National President	Region VIII Director
National Vice President	Region IX Director
National Executive Director	Region X Director
Leadership Development Director	Region XI Director
Finance/Operations Director	National Convention Planning Committee
Membership/Extension Director	Media & Technology Committee
Alumni/Volunteer Development Director	Effective Regional Meetings at National
Service/Communication Director	Conventions Committee
Planning and Advancement Director	Guidelines for Section Staff Committee
Region I Director	Scouting and Youth Services
Region II Director	International Relations
Region III Director	75 th Anniversary Committee
Region IV Director	2000 National Convention
Region V Director	Regional Realignment Criteria Committee
Region VI Director	
Region VII Director	

TIME AND PLACE

The summer 2000 Board Meeting will begin at 1:00 p.m. on Friday, July 14, at the Marriott in Philadelphia, Pennsylvania. This will allow the Board to participate in 75th Anniversary activities in Easton, Pennsylvania, on Saturday, July 15.

ADJOURNMENT

2:10 p.m.

Respectfully Submitted:

Jack A. McKenzie
National President

Patrick W. Burke
National Executive Director