

**Eta Iota House Corporation
Meeting Minutes**

Meeting:	2 nd Quarter official meeting	Location:	Zoom
Date:	06/08/2022	Time:	1705 EDT
Officers present:	Gregg Dudzinski Dave Marino Rob Pacheco Chuck Bonini Grady Massey Larry Hesterberg		
Special guests:	N/A		
Brothers in attendance:	8		

Agenda:

1. Meeting rules review – President Gregg Dudzinski
 - Review of mission statement.
 - Review of 2022 HC vision statement.
2. Approval of old minutes:
 - 2022 Annual meeting regular meeting minutes.
 - Motion by Pacheco, 2nd by Marino, unanimous approval.
3. No old business
4. President’s Report – Gregg Dudzinski
 - Thanked Brothers Aherns and Cassino for a fantastic 50th birthday. Great feedback. Was finally able to generate a small but reasonable profit. Allows for better financial footing. Birthday party Chairman in now a permanent committee position. Would like small gatherings/b-day/alum weekends on the “off” years (non 5th years).
 - Thanked Jay Smullen for quickly fixing pool issue (no greased watermelons please!). Replaced DE filters and fixed multiport valve for minimal charge.
 - Honor wall location survey is live on Survey Monkey.
5. Vice President Report – Mark O’Neill
 - N/A.
6. Secretary Report – Dave Marino
 - Duties performed.
7. Treasurer Report – Dave Marino & Gregg Dudzinski filling in for Kyle Stuhlweissenburg
 - See attached addendum.

- Trustee Hesterberg inquired about paying for lawn service. A few laughs and a “welcome to 2022”.
 - President Dudzinski re-emphasized that we are a 501.C.7 and all money goes back into the House.
8. Fundraising Report - Rob Pacheco
- Last email sent had a 54% open rate. Friday’s, morning, is the best time to send email. Thanked the most recent 1855 Club members and those that donated after B-day.
 - Brother Cassino volunteered to pick up any new bricks from company here in the SEA area. President Dudzinski said that he would pay out of his own pocket to fix and spelling errors that were on the last round of bricks. Will also include 7 bricks to represent the Seven Lights in the new wall.
 - Current HI “merch” is available via Redbubble on the FB page.
 - Hilton has issued us a \$5K credit to use at our next event at the Hilton DAB.
 - President Dudzinski encouraged Brother Cassino to keep the Peachtree Promotions relationship strong. Asked undergrads who is in charge of selling leftover B-day swag for Huntsman donation. Told them to find “an answer and it’s about accountability”
 - Trustee Hesterberg asked for undergrad contact info for B-day committee and need another set of donor wings.
 - Monthly giving preferred over one-time gifts, easier to budget.
9. Undergraduate Report- Consul Brady Rollins, House Manager Hayden Ritchart
- Grey water pump in pump room is out.
 - Room 24 has lighting issue.
 - Kuba’s dad is unable to help with kitchen renovation.
 - President Dudzinski: “if there is a fire alarm/detector fault, electrical or water issue we need to know immediately. All three can kill you.”
 - Trustee Bonini spoke about the ongoing sump pump issues. Need to look at a new design. A/C condensation/evaporation pan needs to have regularly scheduled maintenance or new plumbing.
 - HM Ritchart discussed leaking washing machines and having company upgrade machines for only an installation charge.
 - Undergrads planning on repainting parking lot this summer.
10. Construction Committee Report – Trustee Grady Massey
- Mr. Rooter called to remove blockage and replace section of line.
 - CCTV inspection of waste lines (will need to be replaced).
 - Don’t put grease in pool!
 - Fire alarm panel upgrade.
 - Pump room grey water pump problems.
 - A/C condensation leak.
 - Need update shower door bid.
 - Kuba’s dad can do proposal for kitchen update, not the work.
 - A/C mini splits will be approximate \$24K per wing.

- Work week sometime in August.
- Flower boxes and community clean-up projects.
- Working on required/preventative maintenance list (weekly, monthly, quarterly, annually).

11. New Business

- Motion to pass 2022 House Corp budget as reviewed. Motion by Trustee Pacheco. 2nd by Secretary Marino. Motion passes. Unanimous.
- Motion to replace fire alarm panel. Use Giles as the monitoring service. Motion by Secretary Marino, 2nd by Trustee Pacheco. Motion passes. Unanimous.
- Motion to close honor wall survey 48hrs after 2nd quarter meeting concludes. Motion by Secretary Marino. 2nd by Trustee Pacheco. Motion passes. Unanimous.

12. Q&A

- Appreciation for Brother Whitlock being in attendance.

Motion to adjourn by Trustee Pacheco, 2nd by Secretary Marino, unanimous. Meeting adjourned 1823 EDT.

Addendums



2022 House Corp Vision

- Cultivate and maintain relationship with undergrads
- Continue to run House Corp like an actual corporation
- Expand and improve the Fred J Ford fund
- Maintain an environment of ownership for the undergrads
- Support and promote the Eta Iota, ERAU and EX Int'l Fraternity scholarships
- Broaden and strengthen alumni involvement
- Streamline communications plan (internal/external)
- Web site redesign/modernization
- Transition into a mature chapter focused on the future with reverence for the past
- Create and distribute an RFP for final remodel/construction needs
- Explore professional property management
- Enhance support of House Construction Manager efforts





Mission Statement

To provide, protect and maintain a suitable house for the cultivation and maintenance of friendship, justice and learning for the undergraduate members of the Eta Iota chapter of Sigma Chi.

Manage the infrastructure for Alumni communication, involvement and lifelong bonds of our Brotherhood.

Facilitate these objectives through a system of synergistic management and mentorship.



Review of Bank Account

Deposit Accounts ?		View 10 20 50 100 All	
Account (Click for Details)	Balance	Status	Options
Promissory Note	\$50,032.05		Select Option ▼
General Checking	\$0.00	Closed	Select Option ▼
Capital Savings	\$87,587.83		Select Option ▼
Businter_0003	\$43,020.28		Select Option ▼





Summer Rent 2022

Due May 20, 2022

Pending: \$28,100.00

Outstanding: \$3,500.00



Eta Iota House Occupancy



2nd
Level

Budget Fall 2022

August	Cost	October	Cost	December	Cost
Spectrum - Internet	\$200.00	Spectrum - Internet	\$200.00	Spectrum - Internet	\$200.00
FPL - Electric	\$1,300.00	FPL - Electric	\$1,100.00	FPL - Electric	\$1,100.00
DAB - Water/Sewer	\$2,500.00	DAB - Water/Sewer	\$2,500.00	DAB - Water/Sewer	\$2,500.00
TECO - GAS	\$150.00	TECO - GAS	\$200.00	TECO - GAS	\$250.00
Pool Service	\$500.00	Pool Service	\$500.00	Pool Service	\$500.00
Lawn Service	\$180.00	Lawn Service	\$180.00	Lawn Service	\$180.00
Maintenance Budget	\$1,000.00	Maintenance Budget	\$1,000.00	Maintenance Budget	\$1,000.00
Promissory Note	\$1,358.00	Promissory Note	\$1,358.00	Promissory Note	\$1,358.00
Insurance	\$1,250.00	Insurance	\$1,250.00	Insurance	\$1,250.00
1855 estimate	-\$4,000.00	1855 estimate	-\$4,000.00	1855 estimate	-\$4,000.00
Rent Estimate	-\$8,000.00	Rent Estimate	-\$8,000.00	Rent Estimate	-\$8,000.00
Total	-\$3,562.00	Total	-\$3,712.00	Total	-\$3,662.00

September	Cost	November	Cost	Estimate	Cost
Spectrum - Internet	\$200.00	Spectrum - Internet	\$200.00	Spectrum - Internet	-\$200.00
FPL - Electric	\$1,300.00	FPL - Electric	\$1,000.00	FPL - Electric	-\$1,300.00
DAB - Water/Sewer	\$2,500.00	DAB - Water/Sewer	\$2,500.00	DAB - Water/Sewer	-\$2,500.00
TECO - GAS	\$150.00	TECO - GAS	\$250.00	TECO - GAS	-\$150.00
Pool Service	\$500.00	Pool Service	\$500.00	Pool Service	-\$500.00
Lawn Service	\$180.00	Lawn Service	\$180.00	Lawn Service	-\$180.00
Maintenance Budget	\$1,000.00	Maintenance Budget	\$1,000.00	Maintenance Budget	-\$1,000.00
Promissory Note	\$1,358.00	Promissory Note	\$1,358.00	Insurance	-\$1,250.00
Insurance	\$1,250.00	Insurance	\$1,250.00		
1855	-\$4,000.00	1855 estimate	-\$4,000.00	Rent Estimate	\$8,000.00
Rent Estimate	-\$8,000.00	Rent Estimate	-\$8,000.00	Total	\$920.00
Total	-\$3,562.00	Total	-\$3,762.00		

Monthly 1855	\$5,500.00	Capital Savings	\$73,194.00
Promissory Note Till 7/2025	-\$1,348.00	Promissory Note	\$50,023.00
unencumbered cash	\$4,152.00	1yr promissory	-\$16,171.00
		Available for renovation	\$107,046.00
Parlor Fees per sem est	\$3,200.00		
		checking	\$53,810.00
		promssory	\$50,023.00
		capital	\$73,194.00
			\$177,027.00
		billable	
		Estimate Sumer month	Cost
		Spectrum - Internet	-\$200.00
		FPL - Electric	-\$1,300.00
		DAB - Water/Sewer	-\$2,500.00
		TECO - GAS	-\$150.00
		Pool Service	-\$500.00
		Lawn Service	-\$180.00
		Maintenance Budget	-\$1,000.00
		Insurance	-\$1,250.00
		Rent Estimate	\$14,050.00
		Total	\$6,970.00



Pool Maintenance - Proposal

----- Estimate -----

1874 Club House Blvd
New Smyrna Beach, FL 32168 US
+1 2392402692

Estimate #: 1068
Date: 05/06/2022
Exp. Date: \$1,794.53

Address:

Sigma Chi House
502 Ridgewood Ave
Hollyhill, FL 32117

Ship To:

Sigma Chi House
502 Ridgewood Ave
Hollyhill, FL 32117

Service	Description	Dty	Rate	Amount
repair	HAYWARD DE 36 FILTER	1	1,150.00	1,150.00T
repair	COMPLETE 2" MULTIPORT VALVE FOR FILTER	1	325.00	325.00T
repair	LABOR	2	105.00	210.00T
SubTotal:				\$1,685.00
Tax:				\$109.53
Total:				\$1,794.53



Electric Panel Replacement

- Proposal: \$3177.00
- Giles can still monitor the panel, even if an outside company replaces the panel if we decide to stick with them as the monitor
- We have to replace the Communicator which is using 3G Service Still
- Monitoring per month now: \$150 / quarter.



Project Proposal and Scope - Fire Alarm

Project: Sigma Chi House - Embury Middle University, 520 S. Ridgewood Drive,
Daytona Beach, FL

Proposal Date: May 25, 2022

Proposal Title: 61222022-1
Plan #: Specifications Draw: Work through
Architect/Engineer: N/A

Direct Sale Price - \$3,177.00

We include the following:

- Installation, and checkout of IFSS, Inc. furnished system and devices.
- (Q9) - 1) Fire alarm control panel, SC5120XL, hard only
- (Q9) - 1) 1-year maintenance support from manufacturer
- (Q9) - 1) Programming and set-up of system per NFPA.
- Permitting through AJH if required.

All work to be done during normal working hours (Monday - Friday 7am-5pm)

One year standard warranty from beneficial use on installation and equipment is included.

No overtime is included in this quote.

The above listed equipment shall be provided, installed, programmed, tested and certified by IFSS.

No permit fees are included in this quote.

IFSS will train onsite personnel in using and operating the provided system.

Tax is included in this proposal

Grounding is included in this proposal

Bill of materials as provided is for bid purposes and is subject to change during the engineering process.

This proposal is only valid for 30 days, without written authorization from an IFSS Officer.

Customer operation and maintenance training instruction is included in this quotation.

INTEGRATED FIRE & SECURITY SOLUTIONS Terms and Conditions of Sale

"The 3G Safety People Fire Team"
1370 Dana Drive, Fort Myers, FL 33907
Voice (239) 425-4374 Toll Free (888) 955-0607 Fax (239) 425-4378





List of Possible Projects

1. The Kitchen
2. Smoke Detectors
3. Mini Splits on each wing (AC)
4. Mega Fence
5. Pool Repavement - Alumni Workweek?
6. Rotted Trees in yard to be cut down
7. The Wall Stucco - Bricks?
8. The upgrades of the North/South Wing RFP
9. Security System Update (Cameras)
10. Black top in the parking lot
11. Flower boxes 4x4
12. Shower Doors

