

**Eta Iota House Corporation  
Meeting Minutes**

Meeting:	3rd Quarter official meeting	Location:	Zoom
Date:	09/28/2022	Time:	2002 EDT
Officers present:	Gregg Dudzinski Mark O'Neill Kyle Stuhlweissenburg David Marino Rob Pacheco Chuck Bonini Grady Massey		
Special guests:	N/A		
Brothers in attendance:	12		

1. Meeting rules review – President Gregg Dudzinski
  - Review of mission statement.
  - Review of 2022 HC vision statement.
2. Approval of old minutes:
  - 2022 2<sup>nd</sup> quarter meeting regular meeting minutes.
  - Motion by Marino, 2<sup>nd</sup> by Pacheco, unanimous approval.
3. Old business
  - Waiting on remaining bricks. Looking to start construction of honor wall in early spring. Motion by O'Neill, seconded by Marino for a hard stop on brick orders by 10/31. Pacheco opposes. Passed.
4. President's Report – Gregg Dudzinski
  - Went down to house in August and met with ERAU officials and new Grand Praetor.
  - Chapter will be forming an anti-hazing coalition (greeks, athletes and ROTC). Undergrad Hayden Ritchhart is the new consul, Davyd Yalansky is the new House Manager.
  - Two pool issues repaired this summer. Pool is operational. Handrail needs to be replaced.
  - Consul Ritchhart described undergrad house hurricane preparation. Filled sandbags, placed at pump room, laundry room and other vulnerable spots. Moved bench to protect sliding door. Siphoned the pool, taped windows, moved

patio furniture into pool and chapter room. Went over evacuation routes with brothers residing/staying at the house.

- Gregg provided other hurricane preparation advice. Said DAB Commissioner May requested help cleaning up the community after the storm.
  - His (Dudzinski) company provides matching donations. Will set up a scholarship through ERAU. We need more leverage to get sophomores into the house.
5. Vice President Report – Mark O’Neill
- Thanked Trustee Massey and brother Hammond for all their work on construction committee and drafting RFP.
  - Thanked brother Kingsley for help with RMF and by-laws.
6. Treasurer Report – Kyle Stuhlweissenburg
- Account balance update
  - All rooms, except one, are currently occupied.
  - Fire panel replacement, Blue Works pipe inspection and RMF bill were the big items this quarter. 5% discount for paying RMF bill early.
  - Motion to formally accept Treasurer Report by Marino, 2<sup>nd</sup> by Pacheco. Unanimous.
  - President Dudzinski further clarified account balances. Promissory note is a five year note that can only be earmarked and used for construction. Between rental income, 1855 Club donations and promissory notes we will be able to complete remodels on the north and south wings on schedule. Promissory notes are scheduled to be repaid before due date. Capital savings has a required \$20,000 reserve (by-laws) should be modified. Business accounts look great in October but then get drawn down throughout the semester.
  - Trustee Pacheco pointed out we collect approximately \$4500 a month from 1855 Club. Capital savings account also has a \$15,000 min balance for room deposits.
  - President Dudzinski wanted to make sure Treasurer Stuhlweissenburg knew how much he was appreciated.
7. Secretary Report – Dave Marino
- All present duties performed.
8. Security Committee Report – Brothers Banta and Marino
- Brother Banta detailed the current state of the house security system (cameras) and the need to update/upgrade. Discussed the detailed proposal that he graciously and expertly put together. Brother O’Neill mentioned Cisco system that Brother Harrison would help with. Brothers Banta and Dudzinski both said licensing costs were too expensive. President Dudzinski tasked Brother Marino to put together an official proposal. He also stated the need for a breathable security closet door and access control protocols.
9. Undergraduate Report- Consul Hayden Ritchhart and House Manager Davyd Yalansky
- Introduced themselves. Reported upstairs fire alarm pull switch needs to be replaced. Undergrads installed “Ring” doorbell cameras for seniors in the community with Commissioner May.

- President Dudzinski thanked them for stepping up and wants to rebrand alumni work week to “Eta Iota Chapter House Work Week”. Cannot remodel the kitchen due to updated city ordinances, can only repair.

#### 10. New Business

- Trustee Massey and Brother Hammond discussed RFP for wing remodels. President Dudzinski said it will be a fixed price contract. No more cost plus. Requested final RFP to be ready by 10/17. Motioned by Pacheco, 2<sup>nd</sup> by Marino. Unanimous.
- Kitchen repairs to be performed during summer work week. Motioned by O’Neill, 2<sup>nd</sup> by Marino. Unanimous.
- President Dudzinski stressed the importance of Work Week. Wants Trustee Hesterberg to socialize the week, bbq, golf, fraternity, etc. Trustee Massey is planning for last half of August, after summer B graduation. Motion by O’Neill, 2<sup>nd</sup> by Bonini. Unanimous.
- Discussed ERAUs restriction on sophomores living off campus. Pitch to ERAU that House Corp’s mission is to provide lost cost housing to Univ students! Would like to set up a meeting with Univ officials and Brothers Kingsley & Pacheco. It’s an easy retention vs housing equation.
- Need to update House Corp by-laws. Brother Kingsley spoke highly of RMF policy and is onboard for by-law changes to run in parallel with RMF policy. Would like have by-law proposed changes by January so they can be voted upon at Annual meeting. Tasked Vice President O’Neil to work with Brother Kingsely and committee.
- Discussed House Corp Officer and Trustee succession planning.
- Discussed House Corp contingency planning for hypothetical chapter charter action.
- Asked Trustee Massey and Brother Cassino to work on IT plan (web site migration to cloud).
- Brother Williams complemented HC for all their work and transparency.
- Secretary Marino enters into record NYY RF Aaron Judge hits 61<sup>st</sup> homerun of the season, tying Roger Maris!

Motion to adjourn by Secretary Marino, 2<sup>nd</sup> by Vice President O’Neill, unanimous. Meeting adjourned 1824 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

Axos Bank™ • 4350 La Jolla Village Drive, Suite 100, San Diego, CA 92122 • B

Welcome THE ETA IOTA HOUSE CORPORATION!

Deposit Accounts <span>?</span>				View:   10   20   50   100   All
Account (Click for Details)	Balance	Status	Options	
<a href="#">Promissory Note</a>	\$50,057.28		Select Option ▾	
<a href="#">Capital Savings</a>	\$130,664.25		Select Option ▾	
<a href="#">Businter.0003</a>	\$35,194.79		Select Option ▾	

### Customer Summary Information

3 Deposit accounts with a total balance of \$215,916.32

Busin forms  
Visit



## RMF - PAID

PAID BEFORE 9/30 =  
**\$11,822.00**

<b>Risk Management Foundation</b> Sigma Chi Fraternity 1714 Herman Ave Evanston, IL 60201 Phone: 847-859-3558  <a href="mailto:billing@rmfeducation.org">billing@rmfeducation.org</a>	<b>Payment Receipt</b> Chapter / House Corporation name : Eta Iota House Corporation School / Host Institution name : Embury-Riddle Ae Notes: RMF 2022
<b>Bill To:</b> Eta Iota House Corporation Kyle Stuhlessenburg  <a href="mailto:Kyle10983@yahoo.com">Kyle10983@yahoo.com</a>	
<b>Single Payment</b> Transaction Date: 09/15/2022 11:31 AM Pacific Time Pay Method:  *****2568 Approval #: 1397160 Trace Number: d7eda2e2-2b84-4b4b-8087-8958dec7c0b Amount: \$11,822.00	Payment Amount: \$11,822.00  <b>Total: \$11,822.00</b>
Thank you for your payment.	
<small>PCI Certified Secure</small>	

Blueworks - PAID

Total: \$1,420.00



Corporate Headquarters:  
14605 49th St. N Suite 1  
Clearwater, FL 33762

Bill To:  
Anthony Hammond  
520 S. Ridgewood Ave.  
Daytona Beach, FL 32114

**Invoice**  
Date: 5/17/2022 Terms: Net 14 Invoice # 4073  
Billing Period: 5/31/2022

For Service At:  
520 S. Ridgewood Ave.  
Daytona Beach, FL 32114

Rep: CB Lead Tech: CM P.O.: 220106VID

Item	Description	Qty	Rate	Amount
	03/31/2022 & 04/29/2022 Sanitary Cast Iron CCTV Inspection			
CCTV Inspect	CCTV Push Camera Inspect. Videos Submitted to Customer for Selected Piping (4) 4" Horizontal Underground Branch Drains approx. 25 LF Est. from Base of Stack out to Exterior Cast Iron to PVC Transition; Est. 1 Day (NTE 8 Hrs)	1	1,500.00	1,500.00
Toilet R&R	Disconnect, Drain & Remove Toilet for Access to Piping, Reinstall with New Wax Ring.	2	110.00	220.00

Please make Checks Payable to: Blue Works Inc.  
& Mail to our Corporate Headquarters as listed above.  
Requests for Adjustment must be made within Payment  
Terms and Thank you for your Business!

Total: \$1,720.00  
Payments/Credits: -\$300.00  
Amount Invoiced: \$1,420.00