



# Pi Chi Omega

*The Professional Pest Management Fraternity*

**Pi Chi Omega  
Board of Directors Meeting,  
Conference Call  
May 17, 2016**

**Members Present:** Dale Baker, Judy Black, Andrea Coron, David Fincannon, Dennis Judy, Kim Kelley-Tunis, Tom Myers, Mark Sheperdigian, Tom Wright

**Not Present:** Gene White

**Guests Present:** Kristin Coron

The meeting was called to order at 10:02 am by Judy Black.

**A motion was made by David Fincannon (seconded by Dale Baker) to approve the minutes from the January 11, 2016 Board Meeting held during the Purdue Pest Management Conference, with amendments of the Pi Chi Omega 50 Year Book discussion under the Old Business section. The motion carried.**

**President's Report:** Judy recognized that as a volunteer Board every minute of each member's time is precious and wanted everyone to know that she appreciates all of the time each member has dedicated to this meeting and to the work that has been done between meetings. In addition to hearing committee reports, she would like to discuss Pi Chi Omega's presence at the NCUE conference, the Pi Chi Omega event schedule at Pest World and noted she would like to schedule another Board Meeting conference call. She also recognized that the finance committee has taken first steps to seek legal advice on tax-exempt status, and that at this preliminary stage there are not specifics to report.

#### **Executive Director Report**

**Purdue Pest Management Conference** – The staff attended the Purdue Pest Management Conference in January – enjoyed getting to meet more members. We have collected in a handful new membership nomination forms.

**Scholarships** – We packaged the new scholarship forms and mailed directly to 40 university contacts, as well as emailed to them and the whole distribution list. We received 10 applications. We communicated with the applicants about what portions of their applications had been received as well as confirmed when their application packets were complete. We scanned in each application and sent to Stephanie Hill, the chair of the scholarship committee. Once the award recipients were selected, we created letters of agreement, contacted the recipients and distributed the checks. We collected pictures of the recipients and wrote a short article about each one for the newsletter. We also wrote a press release and published it to all of our members through mail chimp, and distributed it to PCT, PMP and NPMA.

**Newsletter** – We sent an e-let to our members giving them the opportunity to opt in to always receiving their newsletter electronically and had about 70 responses. We published the May 2016 newsletter – which is being shipped to us now. We will mail this week to members who did not request it electronically – and e-mail to those that did.

**Membership** – Our current, paid membership stands at 350 – which is 198 Active, 121 Associate, 24 Honorary, Lifetime and retired members, and 7 student members – this is compared to 334 in January. The unpaid list amounts to 89; with 49 active, 24 associate, 8 retired and 8 student memberships.

**Finance** – In addition to daily accounting tasks, we assisted the committee in securing legal counsel, moved the money from Citizens Annuity to United Bank.



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## **Committee Reports**

**Nominations Committee – Kim Kelley-Tunis – No Report**

**Bylaws Committee – Eric Smith – No Report**

## **Finance Committee – Tom Wright**

**Balance Sheet** – Pi Chi Omega has a balance of total assets of \$202,125. The scholarship funds designated to individual named scholarship accounts are detailed under the United Bank Account. They were previously detailed under the Nationwide Annuity account, but that account was closed and the funds were deposited into the United Bank Account.

**Profit & Loss Budget vs. Actual** – at this time Pi Chi Omega has a net income of \$572.07. We will likely go into the red by the end of the fiscal year (June 30), as projected in the budget, but not anywhere close to the anticipated -\$14,769. In addition to two month's management fees (\$1,000) and newsletter expenses (\$250) we will likely spend some funds on membership outreach. We anticipate ending the year at about \$2,000 in the red.

On the income side of the report we have come in very close to our projected dues amount – only short by about 6 members which we may realize before the end of the fiscal year. We were over budget on the silent auction fundraisers by (\$241) and over budget on scholarship contributions (\$5,806).

On the expense side of the report we came in under budget on every line item, except membership meeting expenses (over by \$265.50) and Purdue Meeting expenses (over by \$176.31). However, we only incurred a net loss for the membership meeting expense of \$360 which seems reasonable for a membership-based organization. I am glad to report that the scholarship contributions, to date for the year, stand at a net gain of \$215 after issuing the \$9,000 in scholarships that were issued.

Several questions were addressed regarding the scholarship fund allocations (under the United Bank account), the composition of the General Scholarship Contributions line item and the management fee. After discussion, the Board recommended that the staff review minutes from the January 11, 2011 Board meeting (and perhaps others) to develop a policy document regarding the named scholarship program(s). The executive staff reported that the management fee will likely need to be adjusted or the amount of work contracted be reduced. A proposal will be submitted to the Board on August 1<sup>st</sup>, the end of Cooper Coron and Associates' first full year of providing management services to Pi Chi Omega.

**Committee Activity** – The Finance Committee has recruited a third member to round out the committee. The committee now consists of myself, Tom Wright, David Fincannon and Larry Hanks. To meet the Board directive of determining the best tax-exempt status fit for Pi Chi Omega, the committee has retained the law firm Lewis & Kappes. The firm has undertaken a preliminary review of Pi Chi Omega's Tax-Exempt status. The committee will review the initial report, clarify questions and further research options and will have a formal presentation at a future Board meeting. The committee is also meeting (on May 18, 2016) to agree on a course of action to consolidate the organization's investment funds into an investment vehicle that will realize moderate growth of the funds. Tom also motivated the Board to understand the significant monies are out there to be raised to support our mission and goals and cited the Scholarship Fund created by NPMA in Goldenberg's name as an example.

**A motion was made by Dennis Judy (seconded by Tom Myers) to approve the financial report as presented. The motion carried.**

**Membership Committee – Dennis Judy**



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Dennis reported that David Fincannon has submitted a nomination for an honorary membership for Emil Pappas that will be recommended by the Board for approval by the membership at the next membership meeting. After discussion, the Board recommended that Eric summarize the points made in the bylaws on how an Honorary Membership be made and then have the staff draft a process and form that can be used in the future.

Dennis discussed the need to review the unpaid member list. First, the committee will cull through the list and remove individuals who should be considered for Honorary, Lifetime or Legacy memberships. Others on the list should be contacted regarding changing their status to retired and or be deactivated due to leaving the industry, death or other reasons. After that the committee would like the Board's assistance in reaching out to individuals directly. He also noted that several of our newly approved members have not paid their dues and that the person who nominated them should be contacted to encourage them to make their dues payment. As it is the Board's desire to end the Amnesty period and solidify the membership rolls at Pest World, the Board set the following timeline to complete the above tasks:

1. Cull out retired, honorary, lifetime and legacy members from the unpaid list by the end of May.
2. Assign small segments of the unpaid list to Board members to reach out to by the end of June.

Dennis also discussed the need to conduct a membership outreach campaign that would explain what our organization is all about and invite people to be a part of it. He emphasized the need to get our message to State Associations, especially those with large annual conventions in order to spread the word about Pi Chi Omega. Many ideas surfaced through discussion regarding a presence at these large events (rotating them with attendance at Purdue every few years), providing technical content to state association newsletters, surveying the membership about what meetings they attend (a previously developed survey will be shared with the Board) and others. It was discussed that the committee consider all of these ideas in developing a big picture plan to address the need for outreach. It was suggested that the Marketing & Website committee work with the Membership committee to accomplish the goal of spreading awareness of Pi Chi Omega.

Staff also reported that a deadline to receive new nomination forms has been loosely set for September 6, 2016 in order to give the Membership committee time to compile and review the nominations prior to Pest World.

**Marketing & Website Committee** – Dale Baker – *skipped due to time constraints*

**Awards Committee** – Karen Furguiele – *skipped due to time constraints*

**Scholarship** - *skipped due to time constraints, but staff submits the following written report on behalf of the committee*

The Scholarship committee has been very busy this past month reviewing the 10 scholarship applications received. The applicants were all very high caliber which made the selection process difficult.

The committee has chosen to award the four scholarships as follows:

\$3,000- Brittany Campbell, University of Florida

\$2,000- Michael Fisher, NC State

\$2,000- Angela Sierras, NC State

\$2,000- Johnalyn Gordon, University of Florida

Recipients have been notified of their awards and letters of agreement have been sent to them as well. Stephanie Hill presented two of the awards to the University of Florida students in person at the Southeast Pest Management Conference. Applicants not selected were also notified and the committee encouraged them to re-apply in 2017, if applicable. The committee also developed a post application survey and asked all applicants to complete the survey so that we can fine tune the application process.



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## **Old Business**

The 50 Year History of Pi Chi book was established as a goal for the Board quite some time ago. We have tried to complete it internally and it hasn't come to fruition. In the Fall of 2015, Kim Kelley-Tunis recommended that we look for outside assistance to complete the project and recommended that we seek a proposal from Heather Gooch. The Board has been provided with a copy of Heather's proposal and Judy recommended, after confirming consensus that the Board does have the goal of creating a 50 Year Pi Chi Omega History book, that the Board vote to approve the acceptance of Heather's proposal. Kim has discussed the proposal with Eric and read his comments regarding utilizing Heather to the Board. Kim suggested that the Board utilize the professional services of a publication firm to move forward with the project. David Fincannon voiced his concern that the priorities of the organization may not include producing the 50 Year History book and that the funds might be spent elsewhere at this time. The suggestion of raising sponsorship support to cover Heather's fee and the production costs was discussed and Dale Baker volunteered to spearhead that phase of the project. Both Tom Wright and Mark Sheperdigian recognized the need to be fiscally responsible in making this decision and indicated that they thought the financial commitment to produce the book could be absorbed by the Organization in the event sponsorship funds could not be retained. Additional discussion regarding format, use of previously compiled content and other issues were discussed before a call for a motion was made by Judy.

**A motion was made by Kim Kelley-Tunis (seconded by Mark Sheperdigian) to accept Heather Gooch's proposal to write and publish the 50 Year History book. The vote was called. David Fincannon submitted a no vote. The motion carried.**

## **New Business**

At the NCUE meeting being held in Albuquerque, NM later this month, Dan Suiter has allotted time for Judy Black to discuss Pi Chi Omega during the awards luncheon. Judy will be distributing the "Take A Closer Look" card and Pi Chi Omega newsletters. Both Mark Sheperdigian and Gene White will also be in attendance.

Discuss Pest World schedule – *was not addressed to due time constraints. Staff will email details to the Board*

Schedule next meeting – *was not addressed to due time constraints. Staff will email Board regarding possible dates in July.*

**A motion was made by Tom Myers (seconded by Dale Baker) to adjourn the meeting at 11:34 am. The motion carried.**