



Pi Chi Omega

The Professional Pest Management Fraternity

**Pi Chi Omega
Membership Meeting
Purdue 2016, West Lafayette, IN
January 12, 2016**

Meeting called to order at 5:11 pm by Judy Black.

Judy welcomed everyone to the meeting and thanked them for being members of Pi Chi Omega.

The minutes from the membership meeting held on October 20, 2015 at PestWorld 2015 were presented.

A motion was made by Dale Baker (seconded by Bob Dold) to approve the minutes with the noted corrections from the January 13, 2015 Board Meeting. The motion carried.

Presidents Update

Judy Black again welcomed members and guests. She clarified for members that Pi Chi Omega is not a charitable organization; instead we are a 501 c7 not for profit social organization – and as such, contributions to Pi Chi Omega and our scholarship fund are not tax deductible. The board will look into what is involved in changing our tax status.

Membership, as the lifeblood of an organization, is a priority for Pi Chi Omega. We would like to look at increasing membership throughout the country, expanding into areas where we have low membership density. One way to do that is to have small Pi Chi member gatherings at other pest control meetings.

Executive Director's Update

In the time between PestWorld and now, the staff has continued communicating with members through Mail Chimp, and published the first newsletter of our tenure. It is an 8 page newsletter that will be published 4 times a year. We will alternate distribution through the mail and electronically. A priority for the staff has continued to be reaching out to members – current and not. Staff contacted unpaid members through email, and also mailed invoices to all members with no or bad emails. Phone calls were also initiated to a large portion of the list. Currently the Association has 188 Active members, 116 Associate members, 23 Lifetime/Retired/Honorary members and 7 Student members for a total of 334 members. There are 56 outstanding Active members, 26 outstanding Associate members, and 8 outstanding Student members. The staff also processed pending membership applications for the committee to review and approve to be voted upon by the Board and membership.

Bylaws Change: Staff met with the Board via conference call on December 11th to approve the proposed bylaw changes as recommended by the Bylaw Committee. Membership was notified 30 days in advance of the membership meeting as stipulated by the current bylaws to be reviewed prior to being voted on.

Scholarship: staff worked with Stephanie Hill to revamp the scholarship form and provisions. The 2016 scholarships have been announced electronically on Mail Chimp to our membership. Staff will work with the committee to distribute the information to Universities.



Pi Chi Omega

The Professional Pest Management Fraternity

Purdue: Staff prepared for the Pi Chi Omega events being held at this meeting, including the Board Meeting, the Membership Dinner Meeting, the Hospitality Suite coordination and the exhibit booth. The events were marketed to membership through Mail Chimp and Facebook.

Bylaws Committee – Eric Smith presented 2 amendments to the bylaws to be voted on by the membership. First is the renaming of Life Member to Legacy, and the creation of a Life membership conferred by a \$1,000 donation to the scholarship fund. Second is conferring voting rights on Associate members.

A written ballot was given to all Active members for the vote to amend the bylaws. The amendments passed by a unanimous vote.

Treasurer's Report

Financial Update - Kristin Coron presented a balance sheet as follows:

Citizens Bank Operating Account:	\$41,281.04
Citizens Investment Services, Eaton Vance:	\$57,793.57
Citizens Investment Services, Franklin:	\$52,148.31
Nationwide Annuity:	\$33,334.00
United Bank	\$ 1,450.00
M & T Bank Money Market:	\$ 3,861.96
M & T Certificate of Deposit (matures with interest 9/2018):	<u>\$20,000.00</u>
	\$209,868.88

Tom Wright has examined the previous tax filings and the organization has shown consistent growth in assets during Vern's tenure as Executive Director. The organization consistently awarded scholarships and previous boards should be commended for their stewardship and the consistency of scholarships. Monies were consistently built to cover contingencies and funds created to grow monies for increased scholarships. From 2000 to 2014 \$ 25,095.00 investment income was generated.

The records show some weakness. Either through aging membership or attrition, the number of members has continued to decrease over time. This situation has begun to be addressed by this and previous boards. Probably the biggest change put in place is the opening of voting privileges to associate members.

We are currently in a financial position that will allow us to absorb the cost of evaluation and implementation of changes that need to be made. If Pi Chi Omega were to become insolvent in the future, then set aside scholarship monies would be divided between Purdue and NPMA to carry on scholarships. I have not consulted an attorney on this yet, but I am operating on the assumption that scholarship monies set aside by previous boards cannot be used in operating the organization. We must act as fiduciaries for those monies. I don't think that insolvency is likely, but we need to make the right decisions to grow our organization. The way we handle these challenges over the next two years will define Pi Chi Omega from a financial perspective.

The current budget is conservative and shows a loss. This may be necessary in order to address current financial and legal issues. We have made the best segregation between Scholarship Funds and Operating Funds that we are able to do without having supporting documentation. In my opinion, the organization in the past spent too little on growing the organization and reaching out for monies. The one exception was David Fincannon's attempts to create named scholarships. Growing organizations spend resources in these areas for outreach and member support. I



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have not yet had time to meet with committee chairmen in these areas to determine what funds will be needed for those purposes. So this may be an added expense as we look for ways to reach out to new members.

Accomplishments:

- Taxes: both 2013-2014 and 2014-2015 taxes have been submitted. Letters protesting penalties for late filing have been submitted by both myself and the CPA.
- Kristin has created a chart of accounts and complete financial structure in Quick Books for us to operate from.
- With the help of David Fincannon, named scholarship amounts were identified.
- Kristin has developed a method to track scholarship contributions including the \$5 dollars of each \$55-dollar membership.
- Kristin also has created accounts for individually named scholarship monies and is tracking the balance as scholarships are given out.

Needs:

- Continue to communicate that we are a 501C7 corporation and monies donated to the organization are not tax deductible.
- Create an investment committee to develop investment policy for investment and management of the scholarship funds.
- Investment Committee to find a financial institution to consolidate investments. My recommendation would be Vanguard.
- Board approve current operating budget and allocation between Scholarship fund amounts and operational funds.
- Have the board document that our purpose for retained earnings to support the scholarship fund and operating fund for emergencies.
- Have board consider the hiring of attorney and new CPA firm both specializing in nonprofit corporations.
- Have the board consider obtaining director and officer liability insurance.
- Move checking account away from Citizen's Bank as early as convenient and move to United Bank.
- Finish the closure of the M&T Bank, Nationwide Annuity \$ 33,334.00 and place in a new financial institution chosen by investment committee.

A motion was made by Lizby Knote (seconded by Jay Breusch) to accept the financial report as presented. The motion carried.



Pi Chi Omega

The Professional Pest Management Fraternity

Membership- Dennis reported that the Board approved the following 8 member nominations to be accepted by the membership:

Active: Reid Ipser, Casey Parker, Chris Arne, Sarah Bernard

Associate: Edward Wright, John Davis, William Nepper, Marty Roberts

A motion was made by Kim Kelley-Tunis (seconded by Lizby Knot) to approve the eight nominations as presented by the Board and membership committee. The motion carried.

Nominating Committee- The committee is always looking for members interested in leadership positions with the organization.

Old Business – Heifer Project – in past years Pi Chi Omega has been involved in the Heifer Project International. Judy asked if there were any members who were interested in spearheading our continuing involvement in this project. There being no volunteers apparent, the matter was tabled.

50 Year Book – The Board has been working with a vendor to catalog the archival documents and provide a quote for completing this book.

New Business – Honorary membership for Emile Pappas – David Fincannon is collecting signature needed to confer honorary membership on Emile Pappas.

A motion was made by Eric Smith (seconded by Kim Kelley-Tunis) to adjourn the meeting at 6:10 pm. The motion carried.