



Pi Chi Omega

The Professional Pest Management Fraternity

Pi Chi Omega
Board Meeting
Conference Call
May 18, 2018 at 10:00 am

Members present: Aaron Ashbrook, Dale Baker, Judy Black, Andrea Coron, Cassie Krejci, Bennett Jordan, Mark Sheperdigian, Cisse Spragins, Eugene White

Members not present: Stephanie Hill, Glen Ramsey

Guests present: Kristin Coron, Desiree Straubinger, Karen Furguiele

The meeting was called to order by President Dale Baker at 10:06 am.

Roll was called.

Approval of board meeting minutes.

A motion was made by Cassie Krejci (seconded by Judy Black) to approve the minutes of the March 16, 2018 Pi Chi Omega Board Meeting with corrections noted. The motion carried.

President Welcome and Report – Dale thanked everyone for attending and indicated that there is a ton of business to review, but he will try to be respectful of everyone's time and finish up all business within a reasonable time. We will review some of the social events coming up, but we do have some important items to discuss, like the membership category, dues structure changes and bylaw changes.

Executive Director Report – Andrea Coron

Scholarships – staff took the decisions of the scholarship committee and notified each student of their selection and notified applicants not selected. Letters of Agreement were sent, signed and returned and scholarship checks have all been mailed. Staff created a press release and released that to industry and will highlight the students and their research in the next issue of Pi Chi Omega News.

Bylaw Revisions – Andrea noted that she greatly valued all the time Eric put into reviewing the Bylaws, and that Gregg Bauman and Russ Ives' pertinent contributions were also very on-point and valuable. The Bylaw changes have been shared electronically and have been mailed to everyone that we do not have emails for. More about the process will be shared under the Bylaws Committee Report.

A Pi Chi Omega Raise the Bar event will be held at the NCUE event next Monday, May 21st. More information will be shared under the New Business.

Membership: There are currently 403 current members, which is down from 417 since we are removing the 14 members being recommended for forfeiture who have open invoices from 2016.

Staff has also researched and recommended Membee, an association management software, that will help keep membership data up to date by allowing members to manage their own information, the system also has a feature that will capture credit card information in a "vault" and will auto-renew memberships for those who elect to use the function, there is also a comprehensive membership directory function and a plug in that



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would allow us to welcome all new members each time we approve a batch of nominations. The cost is \$55/month and staff has talked to Cisse and Dale who both felt this was a worthwhile expense. The expense will be worked into the 2018-2019 operating budget.

Website Redesign – the staff has been working with Dale and Mitch on developing the new website. We have developed a new site map that defines each section and the content that will be included in the sections. The design concept for the Home Page has been completed and at this point we are looking for awesome images to plug into the site. Staff asked for good pictures of Pi Chi Omega Group, individuals teaching, presenting, or researching or great photos of insects.

Membership – membership will be voting to approve a total of 13 new memberships during the electronic voting next week. Judy recommended creating an option for members to approve all nominations with a field for writing in exception(s).

Committee Reports

Membership Committee – Dennis Judy –

Staff worked with Dennis and Dale to define some policies on pro-rating dues based on the time of year members are confirmed and, on the time-frame for recommending members for Forfeiture, as follows:

Memberships invoiced in June pay 100% of dues for their appropriate category

- Members invoiced in September pay 75% of dues for their appropriate category dues
- Members invoiced in January pay 50% of dues for their appropriate category dues
- Members invoiced in March pay 25% of dues for their appropriate category dues, plus all of the next membership year's dues.
- Members invoiced in June pay 100% of their appropriate category dues

Forfeiture:

- Extend membership a maximum of 18 months after invoicing.
- The membership committee will recommend members for feature at the Pest World Board meeting.
- Members will vote on recommended forfeitures at the Purdue Membership Meeting.

Austin Frishman – asked to be classified as a Legacy membership, since he was made a lifetime member before the definitions between a Legacy and Lifetime membership were distinguished in the Bylaws. The Board had no issue with changing his category to Legacy.

Awards Committee – Karen Furguele – Karen would like to make two nominations for award recipients and asked the Board how to proceed to make these selections and present the awards at PestWorld. Andrea recommended that the committee meet again to develop selection guidelines and policies for how to approve a nomination. Once that has been established, the two individuals could be officially nominated, vetted and approved by the committee and recommended to the Board for approval, if the final guidelines require it.

Bylaws Committee – Eric Smith – Andrea let the Board know how the bylaw approval is going to work. First, they have been provided to the membership electronically. Two members, Heather



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Gooch and Pat Hottel made some editorial changes and staff has incorporated those changes. Next Friday we will send an email blast and ask members to read the bylaws then ask them to go to a Survey Monkey link asking two questions. 1. Do you approve the bylaw changes – yes/no 2. Do you approve the 13-member nominations – yes/no. The voting will begin on the 25th and needs to be completed by the 30th. Judy recommended providing an option to approve the member list but provide the option to select to exclude a candidate(s) for membership.

Finance Committee – Cisse Spragins – Cisse presented the financials as follows:

Staff has notified the Sponsel CPA Group about the increase in net funds received to date this fiscal year in the event it affects our tax filing. It looks like we just exceeded the \$50,000 income threshold over the last 3-year period which will require the accountant to prepare and file a 990-EZ, so tax preparation fees will be higher than last year.

Balance Sheet – as of May 18, 2018 Pi Chi Omega's assets stand at \$264,591.83, compared to \$204,440.40 on May 15, 2017, representing a 30% increase. Designated Scholarship Funds – funds that have been designated to be used only for scholarships can be seen under Temp. Restricted Net Assets on the Balance Sheet and stand at \$208,379.26 (as of March 31, 2018 Investment Accounts Balances).

In anticipation of year end accounting, the surplus funds not used to cover the 2018 scholarship expense (\$60,562.30) have been moved to the United Bank account and split between General PCO Contributions (\$46,392.30) line item and the newly created Frishman Designated Funds line item (\$14,170) that will be tracked until the end of June. Of the total designated funds raised this fiscal year to date (\$67,116.15), \$4,107.70 was not transferred. Between this amount (\$4,107.70) and the cumulative amount raised from the Scholarship Portion of Dues and General Scholarship Contributions (\$2,446.15), the \$9,000 in Scholarship Expense were covered.

A total of \$29,083 has been collected in Frishman's name. A total of \$50,500 was collected in Alain VanRyckeghem's name - Individual donations raised were \$6,834, Insects Limited matching funds were \$13,768, and Christina VanRyckeghem made up the balance with a contribution of \$29,398, with an additional \$500 was collected after reaching the \$50,000 mark.

After year end, I would recommend rolling all of the funds under the United Bank, Designated Scholarship Funds except for \$10,000, into Wintrust Investments. The \$10,000 would be held to accommodate one year of scholarship expenses, if needed.

A motion was made by Cassie Krejci, seconded by Judy Black to move all of the funds listed under the United Bank, Designated Scholarship Funds to the Wintrust Investment accounts. The \$10,000 retained under the United Bank, Designated Scholarship Funds will be used in the event sufficient funds are not collected in any future year to meet that year's scholarship expense. The motion carried.



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Profit & Loss Budget vs. Actual – At this point of the current fiscal year, Pi Chi Omega's Income/Expense stands at a positive \$50,590.92. This dramatic surplus is mainly attributed to the \$50,500 in Alain VanRykeghem contributions. Without those contributions, we would stand at a positive \$90.92, or just about breaking even on income/expenses. We are projected to end the year with a negative \$9,447.50 income/loss but will obviously end the year better than expected. Taking the VanRykeghem contributions off the bottom line, I estimate we would still have a positive income by at least a couple thousand dollars, depending on how many dues payments we receive in June.

Budget Preparation for 2018-2019 Fiscal Year – I will begin working with staff in June on next year's budget. Chairs, please let me know if you will have any significant changes to your projected income or expenses.

A motion was made by Mark Sheperdigian (seconded by Bennett Jordan) to approve the financials as presented by the Treasurer. The motion carried.

Marketing & Website Committee – Dale updated the Board about the progress being made on the website re-design. A link to the new template will be shared with the Board once Mitch plugs in the photos. The website should work so much better in terms of the membership directory, payment and communication plug ins. We also thought about adding a calendar of events where Pi Chi Omega members will be attending/speaking and/or holding Raise the Bar Events.

Staff pitched an idea to see if Gary Bennett might be open to putting the Pi Chi Omega logo into the Purdue Pest Management Conference program next to the name of each speaker that is a member of Pi Chi Omega. Board liked the idea and staff will follow-up with Gary.

Dale is also super excited to develop an idea based on Purdue Professor Glen Laker's Chalk Talks at the Purdue Pest Management Conference. Dale would like to expand the concept and form the Pi Chi Omega Dream Team to make a 1-hour presentation that would qualify for credits. The team would be made up of Pi Chi Omega members giving 8-minute segments to each presenter, for example Dini Miller on Bed bugs, Shep on something great, Judy on something else great that all adds up to a tremendous hour.

Nominations Committee – Judy Black – Judy thinks NCUE will be fertile ground to recruit for new Board members. She asked the staff to send her a list of the current Board's terms.

Scholarship Committee – Desiree Straubinger reported that the scholarship committee selected the four scholarship recipients from 11 applicants, and provided the Board with a brief introduction to each student and the scholarship they were awarded, as follows:

Joanie King, Texas A&M was awarded the Osmund Scholarship in the amount of \$3,000.

Fabian List, Texas A&M was awarded the Founder's Endowment Scholarship in the amount of \$2,000.



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Johnalyn Gordon, University of Florida was awarded the Alain VanRyckeghem Memorial Scholarship in the amount of \$2,000. Johnalyn was a previous scholarship recipient as an under-grad, and the committee renewed that scholarship for her as she enters her Masters program.

The scholarship committee have decided to always award the Dr. Austin Frishman scholarship to an undergrad as long as there is a qualified applicant. This year this scholarship was awarded to Patryk Tomaszewicz, Texas A&M in the amount of \$2,000.

Staff was asked if Dr. Frishman was involved in the selection process for his named scholarship. Desiree explained that he had stepped out of that role last year, but staff reported that recipient information for both the Frishman Scholarship and the VanRyckeghem Scholarship was shared with Dr. Frishman and Christina VanRyckeghem. Both were grateful to learn about the students who were being supported by their respective scholarships. Dr. Frishman sent a very nice note to Patryk Tomaszewicz congratulating him on being selected for the scholarship and highlighted their mutual interest in medical entomology.

Ad-hoc Committee – Judy admitted that she hasn't made any progress on the special project she'd like to get moving on before PestWorld. Staff recommended scheduling a committee meeting to draft an outline of the Board Policy Document. She'd like to invite the Ad-hoc committee to work on that with her.

Old Business

NCUE Pi Chi Omega Raise the Bar – Cassie let the Board know about the Raise the Bar at NCUE on Monday, May 21st at Rally Point Sports Grill in Cary, NC and thanked Cisse for Rockwell Lab's offer to cover the first round of drinks. The Board felt we should have a good turnout.

New Business

The next Board meeting will be held July 20, 2018 at 10:00 am (Eastern). Staff will send an RSVP three weeks prior to the meeting to re-evaluate everyone's schedule.

A motion was made by Cassie Krejci, seconded by Mark Sheperdigian, to adjourn the meeting at 11:25 am.