

# CE&CF BOARD MEETING

November 17, 2023

Present: Kent Allen, Dick Fenstermacher, Bill Giesler, Bill Hoeb, Jay Radley, Steve Simendinger, Pete Smith, Jim Sparrow. Excused: Mike Dever, Wayne Gilsdorf, Barry Wanninger. Quorum present. Guests: Steve Armsey; CE&CF Nominating Committee; Alex Glutz, UCPHC; Wiley Lyons, Active Chapter President.

1. Bill Giesler moved to approve the August 18, 2023 Board Minutes. Dick Fenstermacher seconded. Unanimous approval.

## **President's Report** – Bill Giesler

Bill introduced the three guests attending the meeting. Steve Armsey from the Nominating Committee is invited to witness the Board in action and to thank him for his contributions to the process of finding 3 new Board members this year. Alex Glutz from UCPHC and Wiley Lyons from Active Chapter are also joining us.

The development of the Digby Lot will be discussed at this Board meeting. CE&CF's role in this project is we can be the conduit for donations for the development. While CE&CF is not allowed by the IRS to use donations directly for housing, we are able to loan UCPHC money for housing needs as we did when the Nester House was built. There is a need for alumni involvement in this endeavor for fundraising and also on the design and construction of the project.

The Nominating Committee met to talk about succession planning and to identify a backup for board officers and committee chairs. They also will be looking to fill in openings on the fundraising, investment, scholarship and nominating committees with non-board members.

I'd like to ID a board member that can take our cumulative giving database and validate the data. We have multiple sources of information that need to be explored in order to validate the data.

I believe it's time to take a look at the Board's Organizational Structure and recommend changes if warranted. Please let me know if you're interested in participating in this

John Strohbach is now back at home after a 4+ month stay in various hospitals and care facilities. That's great news as he's had a tough time this year.

## Active Chapter

By: Wiley Lyons, Active Chapter President

Brothers, Active Chapter has been incredibly successful this Fall semester. From fall recruitment to Homecoming to intramurals, Alpha Xi has had a head-turning semester.

Brother Michael Cimmarusti dominated campus **recruitment**, a process that started in May and wrapped up middle of September. Through the four-week new member process, Brothers Charlie Eckert and Baylor Boehnlein lead a thorough process to develop these new men of Pi Kappa Alpha. On October 18<sup>th</sup>, we initiated 36 men into the bonds of Alpha Xi. A jam-packed four weeks, these new members undoubtedly had the most successful process we have seen in recent history.

Highlights from the **new member** process:

10/15 | John Mang spoke to new member class outside the Boss Cox Mansion

10/16 | Athletic Director John Cunningham presented on UC's athletics and how they are utilizing NIL deals to recruit top performers. We are also working with UC athletics to bring a large UC Greek community to support the Women's Basketball team.

10/17 | Judge Curt Kissinger presents the balance of safety and fun while being in a fraternity.

Weekly | "Letters of Gratitude" to family and mentors

**KWF Donation from New Member class: \$3,500**

**KWF Donation from Active Chapter: \$3,535**

On November 3<sup>rd</sup>, we are hosting our active and parents Casino Night to raise money for Team "B"elieve – a group focused on raising money for families of people fighting ALS disease. Brother Mason Meyer (New Member) has a powerful connection that we are excited to support. In addition to these donations to KWF, Alpha Xi has continued to support our community through various community service efforts. Bi-weekly on Thursday evenings, we send teams of 10-15 brothers to volunteer with the **Boys and Girls club**.

Throughout all this dedication to our community, Alpha Xi has not lost sight of the social and brotherhood of the fraternity experience. Brother Andrew Weir and Logan Peters have done a phenomenal job as social chairs. We have hosted amazing events with Kappa Kappa Gamma, Chi Omega, and Theta through the first part of the semester. Brotherhood chair Mitchell Abahazie has done a great job keeping the energy high with no shortage of events at the Nester House.

In historic fashion, our **intramural** football has dominated campus – walking away with the fifth consecutive championship title. Over 80 brothers attended the championship that was sealed with an interception from External VP Ryan Caplinger in the final 30 seconds. An electric win over our neighbors, and a celebration that followed at Uncle Woody's.

Finally, Brothers have continued to have a great time supporting our beloved Bearcat football team this season. Tomorrow, November 17<sup>th</sup>, 97 brothers are traveling to Morgantown, West Virginia for the **UC vs. WVU game**. We have been collaborating with WVU Pike since April to make this a safe and memorable weekend of brotherhood and school spirit.

Tailgates at the Nester House have continued to be among the most lively on campus. **Homecoming** week was very special this year for us as well. Of the 10 men named finalists for Homecoming King, two of them are men of Pi Kappa Alpha. Brothers Austin Castle and Wiley Lyons represented Alpha Xi on one of the biggest stages on campus. Brother Wiley Lyons was named Homecoming Prince and received the sash from 2022 Homecoming King, Brother Xander Wells. The nomination came from Pi Kappa Alpha and spoke to the recognition that we receive from the University. The Alumni Association now refers to section 214 as the "PIKE Student Section" based on the energy that radiated from the recognition, and every Bearcats game.

Plain and simple, Alpha Xi continues to dominate the Greek Life scene and create a positive impact that is seen throughout the University of Cincinnati community. We look forward to making the most of the final few weeks of the fall semester, taking some time to rest over winter break, then jumping right back into the swing of things come January. On behalf of the entirety of Active Chapter, thank you all for your continued dedication to Alpha Xi's success. Please do not hesitate to reach out with

any questions, comments, concerns, or ideas regarding Active Chapter. I look forward to seeing you all at the board meeting and again at the Christmas Scholarship Luncheon. Phi Phi!

SHA

By: Mark Wood, SHA President

SHA worked with Active Chapter to support the Homecoming tailgate. Our sponsorship eased the financial burden on Chapter while enabling a safe and positive environment for alumni and family to enjoy. The parking lot was full of actives, parents, alumni and friends. The proposed property expansion was a hot topic of discussion all morning. We're now turning our attention to promoting Christmas Luncheon and look forward to celebrating the holidays with all in attendance.

Bill Giesler added that it is the intent of CE&CF to lessen our current involvement in SHA related events in order to focus efforts more efficiently on CE&CF's Charter to "Raise – Invest – Award". Jay Radley will be working with Mark to improve leadership, organization, and develop a communications and event planning strategy to better connect alumni with a goal of increased alumni participation and giving.

UCPHC

By: Alex Glutz

The house is currently full. Twenty-eight men have been selected for living at the house in 2024-2025. We expect to have leases executed prior to month end. Four of the eight original HVAC units have been replaced. There are reserve funds available to tackle anticipated updates to the house.

#### **Treasurer's Report – Jim Sparrow**

The checking account has been closed. All financial activity will now be handled by Johnson. Tax returns (Form 990) will be filed shortly. John Deatruck has recently endowed a scholarship for \$11,000.

#### **Fundraising Report – Bill Hoeb**

### **Annual Fundraising Program (AFRP)**

Contributions for the current fiscal year 2023-2024 total \$94,066 as of November 17, 2023. We have continued with email blasts featuring letters received from the 2023 CE&CF award recipients. We are working with the young alums in support of the 1910 Society. A promotional email blast will be sent to seniors and young alums next week. Our 2022-2023 CE&CF Annual Report was mailed in mid-October, and we have received a few contributions from that mailing.

### **Association Connection (A/C)**

Recently we posted the 2022-2023 CE&CF Annual Report on the [ucpikes.org](http://ucpikes.org) website for the convenience of all alumni. The CE&CF Board Manual is currently being updated and will be posted on [ucpikes.org](http://ucpikes.org) later this month (it is our policy to update the manual on an annual basis).

We continue our efforts to secure alumni email addresses. Sandy Hatmaker has assisted with our email program and our move to Constant Contact has made it much easier to direct emails to specific audiences. We have had great response to our email registration for our Christmas Scholarship Luncheon and Founders' Day. Announcements and registrations provide an effective and easy way to announce our social events and make reservations. We also continue to email thank you letters for

the contributions we receive, and Bill Giesler sends a personal handwritten note for all contributions of \$250 or more.

### **Investment Committee Report – Steve Simendinger**

The 1st quarter of the fiscal year (July 1- Sept. 30) proved to be difficult as both stock and bond markets moved lower. The S&P 500 stock index fell -3.27% with investors questioning the resilience of the US economy. Interest rates in the quarter pushed higher again on inflation concerns, Federal Reserve policy, and a growing Federal deficit. Both commercial and residential real estate markets are slowing in the face of higher rates. The US consumer, facing liquidation of pandemic savings, high inflation and interest rates, and the resumption of student loan payments will create headwinds for the US economy moving forward. The threat of rising interest rates, labor strikes, an unstable political climate, and the possibility of a Federal shutdown will manifest continued volatility. In the 1st quarter of the fiscal year, the CE&CF portfolio lost -4.55%, underperforming both stock and bond benchmarks (blended benchmark down -2.84%). For the calendar year to date, the portfolio is up 1.18%, again lagging both benchmarks. The CE&CF portfolio is a value oriented, well diversified portfolio, invested for the longer term. For calendar year 2023 seven large capitalization "mega" technology stocks provided most of the return of the S & P 500 through Sept. 30th. The CE&CF portfolio is significantly underweighting the tech area. Regardless, the CE&CF portfolio has outperformed its blended benchmark three of the past five years.

Steve will research the fund average value for the last eight quarters ending June 30, 2023 and recommend a level of payout (4%) for CE&CF funded scholarships for the 2023 – 2024 fiscal year. An email vote of Board members will then be conducted in order to approve funding and advise the Scholarship Committee.

### **Scholarship Committee Report – Barry Wanninger**

The 2024 CE&CF scholarship selection process gets underway this month with a letter and a list of available awards being emailed to Alpha Xi active chapter. Deadline for submitting online applications will be midnight on January 5, 2024. The CE&CF scholarship committee will meet the 3rd or fourth week of January for the selection of the recipients.

Also, I recommend we increase the total scholarship dollars available for the new member GPA scholarships to \$5000 from \$3000 so we can give out closer to a \$500 maximum for each of these awards. We should have additional funds to do this.

(Note – the Board agreed that the Investment Committee planned email vote to approve 2023 – 2024 fiscal year scholarship funding will include this request).

### **Nominating Committee Report – Bill Giesler**

Bill reported that the committee met to begin the second phase of the Charter – developing a Leadership Succession Plan for CE&CF Board officers and Board committee chairs, as well as other related alumni support committees. Steve Armsey and Brett Carlin will focus on succession planning for alumni related committees and Bill and Dick Fenstermacher will address CE&CF Board (officer and committee) related succession planning. An increase in the number of Board members may be required to facilitate a sound succession plan.

Steve Armsey added that he and Brett will soon be contacting Board committee chairs regarding their need for support and added alumni involvement. Additionally, they will be updating and

endeavoring to add to the current list of alumni candidates to volunteer and eventually candidate for the CE&CF Board.

The committee will report progress and recommendations at the February 2024 Board meeting.  
**Old Business:**

1. Update - Digby Lot Plans – Bill Giesler

Plans to finalize the Digby Avenue Pike Annex Development are moving forward. Current Site plans have been forwarded to all Board members. As noted in the Presidents Report, the project is being managed by UCPHC as owners and managers of the Nester House and Digby lot. CE&CF's role will be to serve as a conduit for fundraising to support the project. CE&CF is not permitted by law to give funding directly to UCPHC but is permitted to loan UCPHC monies as was done in funding the Nester House.

Bill noted that the proposal is currently projected to cost \$2.5 million, but a realistic goal for fundraising should be in the \$3.0 - \$3.5 million range (including borrowed funds). He stated that when the project is finalized and ready to launch, a pre-announcement that \$1.0 million had already been raised by the Board would give a positive boost to the campaign (as example only, could we get 10 alumni to give \$100,000 each).

More details will be provided at the February 2024 Board meeting.

2. Update - 1910 Society (Young Alumni Giving)

As noted in the Fundraising report, an email blast will be sent to Chapter seniors and young alums next week.

**New Business**

1. Association Connection – 2024 Agreement

Dick Fenstermacher moved that the Board approve the attached 2024 Agreement between Association Connection and CE&CF for listed services and approve a monthly fee at the rate of \$714.00 per month (17 hours per month at \$42.00 per hour) from January 1, 2024 through December 31, 2024. Bill Giesler seconded. Unanimous approval.

2. Cumulative Giving Database –

The effort to create a historical file of all known past donors and donations over the years to CE&CF has been a work in progress and need to be completed. Bill will work with the Board to find a volunteer to complete this project. (Add note: Kent Allen has agreed to lead the project).

3. Board Organization Structure –

As part of the succession planning endeavor as noted above, the Nominating Committee will look at current Officer, Committee, and At-Large Board roles and reporting relationships and make a recommendation for any organizational changes at the February 2024 Board meeting.

#### 4. Board Approval – Certificate of Authority

Dick Fenstermacher moved “that the Board approve the attached COA for the period November 17, 2023 – November 17, 2024 certifying that any one of the named officers may approve, accept, and execute expenditures up to \$10,000. Any two of the named officers may approve, accept and execute expenditures that exceed \$10,000. One of the named Committee Chairs and one named officer may approve, accept and execute expenditures up to \$25,000. Named officers are: President; Vice-President; Treasurer; Committee Chair – Fundraising; and Committee Chair – Scholarships. Seconded by Jay Radley. Unanimous approval.

#### 5. Approval of Meeting Dates – 2024

2024 meeting dates were approved for February 16, May 17<sup>th</sup>, August 16<sup>th</sup>, and November 15<sup>th</sup> at Kenwood Country Club.

**Adjourn:** 1:05 PM – Dick Fenstermacher moved to adjourn; Bill Hoeb seconded. Unanimous approval.

**Next Meeting:** February 16, 2024 - KCC - 11:30 AM

Attachments:

1. Association Connection – 2023 – 2024 Agreement
2. Certificate of Authority – November 17, 2023 – November 17, 2024



## **2024 AGREEMENT BETWEEN ASSOCIATION CONNECTION AND COLLEGE EDUCATIONAL AND CHARITABLE FOUNDATION**

### ***Scope of Work:***

#### **Chapter Administrator**

- Chapter Administrator assigned to your foundation to provide the lead support and oversee the administration of your foundation.

#### **Foundation Headquarters**

- A professional, courteous receptionist answering in the name of your foundation, Monday through Friday, between 8:30 am and 5:00 pm.
- A physical address for your foundation. Association Connection will use their mailing address for Annual Scholarship Fund mailings and CE&CF social events (on invitations and payments by check).
- Archival of your required physical files – i.e. non-profit documents, financials, etc.
- Archival of your electronic files – including a secure nightly onsite and offsite back up for safekeeping.
- All the equipment needed to run your foundation – computers, printers, fax, scanner, color copier, Dymo label printer, postage meter, etc.
- Custom Access Database designed for foundation and meeting management.
- Software programs included at no charge: Word, Excel, PowerPoint, Publisher, Quick books Pro Accountants Edition.

#### **Board of Trustees**

- Work closely with designated board members on various projects. Provide input and recommendations, establish procedures and protocols, streamline for efficiency.
- Provide a timely response to designated board members.
- Update Board manual as requested.
- Store CE&CF documents on ucpiques.org website – i.e., Board Minutes, Board Manual and Financials.
- Upload Board Manual, Minutes, etc. to the website.

#### **Membership Management**

- Provide a timely response to all member requests.
- Maintain the Alumni Directory on the Website as well as the Constant Contact account and the AC database - regularly updating contact information.
- Assist with any membership related tasks.

### **Scholarship Fund & Annual Report**

- Assist in the development, production and mailing and/or emailing of the annual scholarship fund solicitation packet.
- Assist with online scholarship applications and review.
- Collect thank you letters and photos of the recipients.
- Prepare and send eblasts of the thank you letters and recipient's photo.
- Receive and process contributions – record donations to the Red & Gold spreadsheet and the Donor Honor Roll master spreadsheet. Update the website page Donor Honor Roll listing the donors, send thank you letters to each donor, mail checks to Johnson Investment Counsel for deposit.
- Assist with the development of the annual report and facilitate the mailing and/or emailing to full database of contacts.

### **Event Administration (Christmas Scholarship Luncheon & Founders' Day Event)**

#### **Event Promotion:**

- Set up the online event registration.
- Create and send the initial event invitations – via email and/or mail.
- Send reminder invitations/promotions via email.
- Maintain list of registered attendees.
- Assist in preparation of materials – such as event program, etc.
- Prepare nametags for registered attendees.

#### **Onsite Support**

- Arrive early to the event to check the venue for correct setup, AV needs, etc.
- Set up the registration table and welcome attendees as they enter and provide them with their nametag.
- Mark registration list with any no-shows.
- Process any walk-in registrations and payments.

#### **Post Meeting Administration**

- Reconcile registration list and update database with no-shows and walk-in attendees.
- Invoice non-payments and no-shows – if needed.
- Provide any feedback about the venue, comments from attendees, etc.

### **Website Maintenance**

- Maintain website content with current information as provided by board.
- Maintain the Annual Fund and Donor Honor Roll List with any contributions received.
- Maintain calendar of events with current information and links for registration.
- Maintain online directory of active members.
- Update online directory with any returned mailings – removing bad addresses, etc.

**Communication**

- Monitor the foundation email and respond appropriately in a timely manner.
- Send email communications to the membership distribution list as directed by board, i.e. Chapter Eternal emails, Upcoming events notices.
- Facilitate any additional hard copy mailings or e-blasts as needed.
- Inform President of any emerging trends noticed or concerns.

**Financial Management**

- Received and Process Contributions – via check or PayPal.
- Maintain record of payments received.
- Send payments to Johnson Investment Counsel weekly for deposit.
- Email Johnson Investment Council, President, and Fundraiser Chair the list of checks mailed.

**Monthly Fee:**

Association Connection agrees to provide the above list of services for CE&CF at the rate of \$714.00 per month (17 hours per month @ \$42.00 per hour) from January 1, 2024 through December 31, 2024.

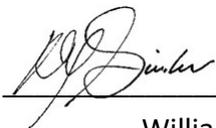
**Exclusions – Billed Separately:**

Exclusions to the services listed above are purchased or outsourced items, including but not limited to: conference attendance, postage, printing, photocopies, credit card processing fees, mileage to and from events from our office, shipping, letterhead/envelopes, office supplies, etc.

If a special project or service arises that is not listed above and deemed outside the general nature of the proposed list of services, an estimate will be provided from Association Connection and will require the President’s approval.

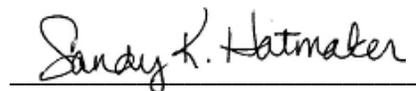
**Terms:**

Billing occurs on or around the 25<sup>th</sup> of the month. Payment each month is due within 15 days of invoice. This agreement may be terminated by either party with 90 days’ notice provided in writing. Signature of both parties below indicates acceptance of the preceding conditions stated in this document.

  
\_\_\_\_\_

William S. Giesler  
President, CE&CF Board of Trustees

\_\_\_\_\_  
11.17.2023  
Date

  
\_\_\_\_\_

Sandra K. Hatmaker, President  
Association Connection

\_\_\_\_\_  
11.20.2023  
Date

COLLEGE EDUCATIONAL AND CHARITABLE  
FOUNDATION

CERTIFICATE OF AUTHORITY

NOVEMBER 17, 2023

The undersigned President and Secretary of College Educational & Charitable Foundation (CE&CF) hereby certify that the Board of Trustees of CE&CF has authorized the following to act on its behalf for the purposes stated:

President	William Giesler
Vice President	Wayne Gilsdorf
Treasurer	James Sparrow
Committee Chair, Fundraising	William Hoeb
Committee Chair, Scholarships	Barry Wanninger

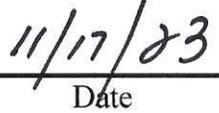
Any one of the named officers may approve, accept, and execute expenditures up to \$10,000. Any two of the named officers may approve, accept and execute expenditures that exceed \$10,000. One of the named Committee Chairs and one named officer may approve, accept and execute expenditures up to \$25,000.

  
\_\_\_\_\_  
William Giesler, President

  
\_\_\_\_\_  
Date

Attested:

  
\_\_\_\_\_  
Richard Fenstermacher, Secretary

  
\_\_\_\_\_  
Date