

**MINUTES OF OCTOBER 10, 2012  
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION  
BOARD MEETING**

**Board Members Present:** Barbara Bradford Eschbach, Elmer Gooding, Gary Kleemann, Barry Leshowitz, Jo Madonna, Barry McNeill, Bill Moor, Jeannette Robson, Dave Scheatzle, Dave Schwalm, Joy Shearman, Bill Stasi

**Absent:** Barry Bruns, Dick Jacob, Dick Kelly, Wilma Mathews

**Ex-Officio Members Present:** University Staff Council Representatives Carol Comito and Steve Potter

**Committee Chairs Present:** Arthur Ashton, Sue Blumer

**Executive Staff Present:** Carolyn Minner

**I. CALL TO ORDER**

President Bill Moor called the meeting to order at 10:05am.

**II. INTRODUCTIONS AND WELCOME TO GUESTS**

University Staff Council Representatives Carol Comito and Steve Potter were introduced and welcomed. Steve Potter will serve as the Staff Council Representative at future ASURA meetings.

**III. ADOPTION OF TODAY'S AGENDA**

The agenda was accepted by consensus.

**IV. REVIEW AND APPROVAL OF THE MINUTES OF SEPTEMBER 12, 2012 BOARD MEETING**

The following corrections were made to the Minutes of the September meeting:

- Gary Kleemann and Jo Madonna were added to the list of Board Members Present
- Abby Polito's name was moved to Ex-Officio Members Present
- In section VII. University Liaison Report, the date of the ASU Day at the Capitol event was corrected to read February 12, 2013.
- In Section VIII. B. Travel Committee Report, the spelling of Bill Stasi's name was corrected
- In Section VIII. C. Finance Committee Report, the spelling of the word "Golf" was corrected.

Bill Stasi made a motion to approve the minutes as corrected, Joy Shearman seconded the motion and the minutes were approved as corrected.

**V. FINANCIAL REPORT / TREASURER'S REPORT – CAROLYN MINNER, BARRY BRUNS**

- President Bill Moor asked that requests for additional budget allocations be submitted to him in advance by the committee chair.
- The Video History Committee submitted a request to increase their allocation from \$1800 to \$2400. This would be done by reducing the Special (uncommitted) Project Fund by \$600 and increasing the Video History Project allocation by that amount. Elmer Gooding made a motion that this change be approved and Dave Scheatzle seconded the motion. The motion was unanimously approved.

## **VI. EX-OFFICIO REPORTS**

- Human Resources - Sheree Barron or designee  
President Bill Moor reported that either Sheree Barron or another representative from Human Resources will attend the ASURA meetings on a quarterly basis.
- University Liaison – Barbara Shaw-Snyder or Abby Polito  
No report.
- University Senate  
President Bill Moor reported that Helene Ossipov, ASU Tempe Campus Senate President will contact Mark Lussier, the ASU System-wide Senate President, about attending the ASURA meetings.
- University Staff Council  
President Carol Comito expressed her appreciation that Staff Council is invited to have an ex-officio presence with ASURA. Steve Potter, the treasurer of the University Staff Council, will serve as their representative to ASURA. Larry Carlson will be his backup.

## **VII. STANDING COMMITTEE REPORTS**

- A. Community Outreach Committee - Subcommittee Reports
- Adopt-A-Family - Joan Leard  
No report
  - Emeritus College Liaison – Dick Jacob  
No report
  - Scholarship Committee - Sue Blumer  
Sue Blumer reported that she has been in touch with the Scholarship Office and has asked them to start advertising the ASURA Scholarship.
  - University Club Liaison - Jim Fordemwalt  
No report
  - Video History Project - Linda Van Scoy  
Dave Scheatzle reported that the committee has been working on transcriptions of the recent interviews. Linda Van Scoy has been creating video clips of interviews and these can be accessed by clicking on a link found on the ASURA webpage.
- B. Events Committee and Subcommittee Reports
- Luncheons & Special Events – Barbara Bradford Eschbach

The second annual ASURA Meet and Greet Event in September was well received and attended by 50 people. Friendship Village, the location of the ASURA Fall Luncheon, is promoting the November 16<sup>th</sup> event to ASURA members who are in residence at the Village. ASURA members who are not Village residents will find ample parking in the parking lot of Resurrection Church, located across the street from the entrance to Friendship Village, off of Evergreen. The Village will provide free shuttle service from and to the parking lot.

- Retirees Day – Barry McNeill  
Planning is underway for this annual event, which will be held on February 23, 2013. This will be the 20<sup>th</sup> year for this annual event. The committee is considering a format change that will shorten the breakout session by a few minutes and allow for an additional breakout session timeslot to be available in the morning. Dave Scheatzle said that many people have developed presentations for the Arizona Centennial Celebration and suggested that these individuals may be possible breakout session presenters.
  - Seminars – Gary Kleemann  
There have been 3 successful seminars and the upcoming seminar on ASRS and ADOA Insurance Programs already has 30 people registered.
  - Travel – Bill Stasi  
Gary Anderson has resigned as co-chair of the Travel Committee. The overnight trip to Santa Fe was cancelled due to low registrations. The information sessions about the Great Rivers of Europe trip are still being held.
- C. Finance Committee – Mary Stevens
- Golf Tournament – Dave Schwalm  
There will be a golf tournament at Karsten on November 12<sup>th</sup> and a few sponsors have been identified. The tournament will be limited to 80 players. It will start at 7:30am and the cost will be \$78.00/player. Dave Schwalm agreed to serve as the “event organizer” for the contact link on the ASURA webpage.
- D. Government Liaison Council
- ASRS General – Dick Jacob  
No report.
  - Legislature - Jerry Aronson  
No report. Bill Moor will contact Jerry since he has not attended the ASURA meetings this Fall.
- E. History Committee – Val Peterson  
A written report was submitted. The new ASURA History book should be available on-line during the spring of 2013 and, if financially possible, hard copies of the book will also be published.

- F. Health Insurance Liaison Council – Arthur Ashton and Robert Moroney (ADOA), Rose Minetti (ASRS)
- The dates of the ADOA Open Enrollment period are 10/22 – 11/16/12.
  - For retirees with ASRS or ADOA health insurance plans, there will be a health insurance premium holiday in November and a 5% reduction in December.

**VIII. MEMBERSHIP AND COMMUNICATIONS COMMITTEE – SUBCOMMITTEE REPORTS**

- Membership Update - Elmer Gooding  
ASURA currently has 554 members. 139 individuals who were members last year did not renew their membership. A number of members have made extra donations to ASURA along with their annual donation for dues.
- Prime Times – Wilma Mathews  
Jeannette Robson reported that the next issue of Prime Times will be mailed before the end of the month.
- Web Site and Database – Barry McNeill  
Registration for the upcoming Insurance Seminar is the first event for which registration is available on-line through a link on the ASURA webpage. A link for registration for the Golf Tournament and Fall Luncheon will be added. Work is also currently underway to smooth out web-based ASURA business processes.

**IX. UNFINISHED BUSINESS**

There was no unfinished business.

**X. NEW BUSINESS**

There was no new business.

**XI. ANNOUNCEMENTS**

- A. Bill Moor announced that he is working on setting up the Tri-University Retiree Associations Meeting for November.
- B. Barry Leshowitz that he has resigned from the ASURA Board, effective after this meeting. He will be moving out-of-state.
- C. Next Meeting – The next Board Meeting will be held on November 14, 2012.

**XII. MEETING ADJOURNMENT**

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
<b>ASURA Operations - Income</b>				
Balance Forward	30,734	30,734		
<b>Current Year Revenue</b>				
Events Registration Fees & Donations Collected	7,500	0	0%	
Membership Donations ("Dues")	17,000	5,005	29%	
General Operations Donations	2,000	490	25%	
<b>Total ASURA Operations Current Year Revenue</b>	<b>26,500</b>	<b>5,495</b>		
<b>ASURA Operations - Expenses</b>				
<i>Printing and Mailing Costs</i>				
Annual Report	150	0	0%	
Events - Advertising	1,600	210	13%	
Board Ballots	400	0	0%	
Membership Drive	900	806	90%	
<i>Other Operations Costs</i>				
Business Luncheons/Staff Appreciation	800	0	0%	
Events - All Costs Except Advertising	7,500	355	5%	
Seminars - All Costs	300	0	17%	
Membership Database	1,200	202	17%	
Office Equipment & Supplies	1,000	749	75%	
Retirees Day - Speaker & Guest Lunches	200	0	0%	
Retirees Day - Additional Support	750	0	0%	
Service Appreciation Gifts	500	393	79%	
Foundation Management Fees	900	146	16%	
<b>Total ASURA Operations Expenses</b>	<b>16,200</b>	<b>2,861</b>		
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>10,300</b>	<b>2,635</b>		
<b>Uncommitted ASURA Operations Funds</b>	<b>41,034</b>	<b>33,368</b>		
<b>Public Affairs Allocation</b>				
<i>Printing &amp; Mailing Costs</i>				
Membership Drive	1,500	0	0%	
Prime Times	3,300	0	0%	
<i>Other Public Affairs Operations Costs</i>				
Annual Meeting Refreshments	300	0	0%	
Copier/FAX Equipment Annual Lease	1,900	0	0%	
<b>Total Operation Expenses Covered by PA</b>	<b>7,000</b>	<b>0</b>	<b>0%</b>	

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
<b>Special Projects - Income</b>				
Balance Forward	15,406	15,406		
<b>Current Year Revenue</b>				
Adopt-A-Family Donations	1,300	215	17%	
ASURA History Book	500	165	33%	
Video History Donations	1,000	195	20%	
Book Sale Net Income	900	226	25%	
<b>Total Special Projects Current Year Revenue</b>	<b>3,700</b>	<b>801</b>		
<b>Special Projects - Expenses</b>				
2012/2013 Scholarship	10,000	10,000		
Adopt-A-Family	1,700	0	0%	
Video History 2400	1,800	0	0%	
Foundation Management Fees	200	16	8%	
<b>Total Special Projects Expenses</b>	<b>13,700</b>	<b>10,016</b>		
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>-10,000</b>	<b>-9,215</b>		
<i>Uncommitted Special Projects Funds</i>	<i>5,406</i>	<i>6,191</i>		
<b>Scholarship Endowment Fund</b>				
<b>Scholarship Endowment - Principal</b>				
Endowment Balance July 1	36,715	36,715		
Invested Funds Gain (-Loss)	7,000	929		
Transfer to Scholarship Endowment - Spending	-900	0	0%	
Foundation Management Fees	-600	-532	89%	
Transfer from Scholarship Endowment - Spending	1,778	0		
Current-Year Contributions	2,000	320	16%	
<b>Total Scholarship Endowment Principal</b>	<b>45,993</b>	<b>37,431</b>		
<b>Scholarship Endowment - Spending</b>				
Balance July 1	1,778	1,778		
Payout from Endowment	900	0		
Reinvest in Endowment	-1,778	0		
Scholarship Support from Endowment		0		
<b>Total Scholarship Endowment Spending</b>	<b>900</b>	<b>1,778</b>		
<b>Total Scholarship Endowment</b>	<b>46,893</b>	<b>39,209</b>		

**MEET & GREET LUNCHEON - 9/12/2012**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
354.87 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

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**-354.87 Net gain (loss), exclusive of advertisements**

210.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

-564.87 Overall net gain/loss

**SANTE FE, NEW MEXICO TRIP - 10/15 - 10/18/2012**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

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**0.00 Net gain (loss), exclusive of advertisements**

0.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss

**VETERANS DAY GOLF TOURNAMENT - 11/12/2012**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

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**0.00 Net gain (loss), exclusive of advertisements**

0.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss

**FALL LUNCHEON - 11/15/2012**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

**0.00 Net gain (loss), exclusive of advertisements**

0.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss

**FUNDRAISER HOLIDAY POTLUCK - 12/13/2012**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

**0.00 Net gain (loss), exclusive of advertisements**

0.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss

**RETIREES DAY - 2/23/2013**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

**0.00 Net gain (loss), exclusive of advertisements**

0.00 Advertisements (printing/mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss



**SPRING FASHION SHOW & BRUNCH - 5/9/2013**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

0.00 Net gain (loss), exclusive of advertisements

0.00 Advertisements (printing/ mailing/overhead charges) - covered by Public Affairs

0.00 Overall net gain/loss

**GREAT RIVERS OF EUROPE - 8/6 - 8/21/2013**

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0.00 Registration fees collected  
0.00 Registration fees refunded  
0.00 Event costs - travel & related  
0.00 Event costs - food, entertainment & related  
0.00 Event costs - lodging & related  
0.00 Event costs - other

0.00 Net gain (loss), exclusive of advertisements

0.00 Advertisements (printing/ mailing/overhead charges) - covered by Operations

0.00 Overall net gain/loss

**-354.87** Net gain (loss) - all completed non-fundraising events, exclusive of advertising

**-354.87** Net gain (loss) - all non-fundraising events, exclusive of advertising

**210.00** Total advertising cost - non-fundraising events

**ASURA MEMBERSHIP TOTALS**

2013 Membership Year

Counts	As Of 10/5/2012	As Of 10/6/2011	This Yr - Last Yr ·	More Counts
<b>Current-year Members</b>	<b>554</b>	<b>584</b>	<b>-30</b>	<b>Current Members w/ Arizona Address</b> <b>499</b>
Renewals from Prior Years (any prior year)	523	530	-7	
New This Year	31	54	-23	<b>Current Members' Level of Activity</b>
Paid for the Current Year, Now Deceased	0	0	0	Checked at least one volunteer area
				Attended at least one event this year
<b>Last Year's Members Who Have Not Renewed</b>	<b>139</b>	<b>170</b>	<b>-31</b>	Attended an event ever
Last Year's members Who Are Now Deceased	10	17	-7	Logged in to Members-only Site (ever)
				Made an additional donation this year
				(this is only since about 15 Aug)
<b>Current Members by (Approx.) Time Since First Joining</b>				<b>Non-members in Database</b>
Members for 0-2 Years	80	89	-9	Was a member at some time
Members for 3-5 Years	155	197	-42	Never a member
Members for 6-10 Years	117	90	27	Deceased (may include some members)
Members for more than 10 Years	202	208	-6	
<b>Members by Communications They Want to Receive<sup>1</sup></b>				
Upcoming Event Announcements (e-mail)	362	368	-6	
Obituary Notices (e-mail)	296	309	-13	
Prime Times (US Post)	548	580	-32	
Other ASURA Communications (e-mail)	364	368	-4	
None of The Above	6	4	2	
<b>Current Members by Former Employment Category</b>				
Faculty	264	272	-8	
Faculty with Admin Appointment	N/A	N/A	N/A	
Academic Professional	38	37	1	
Staff	174	197	-23	
Service Professional	54	47	7	
Administrative	24	28	-4	
Unspecified	0	3	-3	

<sup>1</sup>All members receive the annual Board of Directors ballot, and membership renewal notices. Those with e-mail addresses also receive confirmation notices (by e-mail) about renewal, event registrations, and donations.

Note: Since membership enrollment forms are mailed in May, we begin processing them, with associated dues and donations, before the start of the membership/fiscal year. Therefore it is not possible to use these counts to determine the correct dollar value of membership donations in the current fiscal year.

Names to be added to ASURA Agenda In the section on ex officio reports plus University Club liaison

Name	Title	Agency	e-mail	telephone	Contact
James Fordemwalt	Board Member	ASU University Club	<a href="mailto:fordemwalt@asu.edu">fordemwalt@asu.edu</a>	480-727-1789	I have numerous efforts at contact. No luck.  Please use: <b>Jame Fordemwalt or Designee</b>
Sheree Barron	Director, HR Benefits Design & Mgmt.	ASU Human Relations	<a href="mailto:Sheree.Barron@asu.edu">Sheree.Barron@asu.edu</a>	480-965-7878	Talked with her. They will try to attend on a quarterly basis for now. Increase the frequency in the future.  Please use: <b>Sheree Barron or Designee</b>
Helene Ossipov	President	ASU Faculty Senate, Tempe Campus	<a href="mailto:Helene.Ossipov@asu.edu">Helene.Ossipov@asu.edu</a>	480-965-6281	Talked to her. She will talk with the Overall President of the Faculty Assembly and get back to me.  Please use: <b>Helene Ossipov or Designee</b>
Carol Comito	President	ASU Staff Council	<a href="mailto:Carol.Comito@asu.edu">Carol.Comito@asu.edu</a>	480-727-8720	Talked to her. She will attempt to attend meetings or send a representative.  Please use: <b>Carol Comito or Designee</b>
Barbara Shaw-Snyder or AbbyPolito	Representatives	University Liaison	e-mail on file		Abby has been attending.  Please use: <b>Abby Polito or Barbara Shaw-Snyder</b>

## Board Report Item – ASURA History Committee

By Val Peterson, Committee Chairman

10 October 2012

The ASURA History Committee has held fifth (5) meeting and the first since the summer break in September. During the summer some chapters were finalized and the editing process continued. Nearly all solicited written materials have been received, but further work may be required in some areas to add narrative to supplement the simple listing of projects completed. The committee misses the presence of Wilma Mathews who was coordinating the editing which places an extreme burden on Judith Smith who picked up the full task. Judith has recently determined to retire from full time employment and has been enjoying a much needed vacation recently. Judith was on vacation during our September meeting and we are seeking her current assessment of edits completed that will affect our scheduled completion date. We are hoping Wilma will have her book project completed by year-end and will be rejoining the committee again in 2013.

Items discussed during the latest meeting included:

1. The need to sort and select photos for a chapter on the move of the ASURA offices to its current location, as well as photos for the individual chapters. Connie McNeill submitted a brief listing of items completed for the photo gallery on the ASURA website that will allow cataloging of ASURA's "box" of photos from past events.
2. Discussion was held on written materials still forthcoming and assignments made to obtain them.
3. To date Wilma and Judith have returned to the chairman edited versions of six of the presidential year chapters and the preface. Judith has been asked to provide any additional edited chapters completed for the chairman's review.
4. A discussion was held on the status of obtaining funds for a printed version of the history to supplement the online version and the need to start identifying a listing of potential sponsors and/or other sources of funding.
5. The subject of a presidential luncheon was again held and good suggestions made for scheduling the luncheon this fall.

The next meeting of the committee has not been scheduled awaiting a date or dates from Judith when she will be able to attend the meeting.