

ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION

Minutes of the Board Meeting

8 January 2014

Board Members Present: Barry Bruns, Karen Hammann, Glenn Irvin, Gary Kleemann, Jo Madonna, Barry McNeill, Bill Moor, Bill Stasi, Jan Thompson, Hal White.

Board Members Absent: Arthur Ashton, Barbara Bradford Eschbach, Dick Kelly, Jeannette Robson.

Ex-Officio Members Present: Abby Polito, Trudy Perez, Thomas Schildgen, Barbara Shaw-Snyder.

Committee Chairs Present: Connie McNeill.

Executive Staff Present: Carol Moore.

Guests Present:

I. Call to Order

Barry McNeill called the meeting to order at 10:00 a.m.

II. [Introductions and Welcome to Guests]

Barry McNeill introduced Tom Schildgen, guest from the ASU Senate.

III. Adoption of Today's Agenda

MSPassed to adopt the Agenda with correction to the date of the minutes that are to be approved to December 11 2013.

IV. Review and Approval of the Minutes of December 11, 2013 Board Meeting

MSPassed to adopt the Minutes with date of meeting corrected to 11 December 2013.

V. Financial Report / Treasurer's Report – Barry Bruns, Carolyn

MSPassed to approve the Treasurer's Report and Financial Report.

VI. Ex-Officio Reports (5 minutes or less please)

- **ASU Alumni Association – Rhonda McClintock**
No report
- **Emeritus College Liaison – Elmer Gooding**
Elmer reported that things were just getting underway for the new year – no report.
- **Human Resources - Sheree Barron or designee**
No report.
- **University Club Liaison - Jim Fordemwalt**
No report.
- **University Liaison – Barbara Shaw-Snyder or Abby Polito**
Barbara reported that Michael Crow won the Carnegie Award, which brings \$500,000 to the University. A new dean, Steven Tepper, has been appointed for the Herberger Institute. University sustainability is receiving increased attention. Two new degree programs have been approved.

Abby reported that the Legislative session begins on Monday 13 January. She indicated that she may have a conflict with meeting dates this year, but will keep ASURA informed either by attending meetings or forwarding reports. Barbara Shaw-Snyder indicated that she will attend

ASURA meeting and report for Abby if Abby cannot attend. This year, priority is on parity funding and performance funding. The universities are also requesting legislative investment in research infrastructure. The three universities are meeting together with the Legislature to emphasize that requests are system-wide.

Barbara encouraged everyone to attend the Legislative Agenda Breakfast hosted by the ASU Alumni Association, Tuesday, 14 January. Abby will forward information on the breakfast to Barry McNeill for distribution to ASURA.

Abby indicated that there will probably be bills introduced by the Legislature that will affect students and the universities, and she may be calling on ASURA for support of the University's legislative agenda. Barry McNeill inquired whether there were any retirement issues coming up in the Legislature, and Abby indicated that at this point she was not aware of any.

- **University Senate – Thomas Schildgen**
Tom reported that there are 116 members in the Senate this year. The Senate is considering procedural changes to address the way the Senate and the university are working. The Senate has been working with the new Provost, Rob Page, on various university issues.
- **University Staff Council – Trudy Perez**
No report.

VII. Standing Committee Reports (*5 minutes or less please*)

A. Community Outreach Committee - Subcommittee Reports

- **Adopt-A-Family - Joan Leard**
No report.
- **Scholarship Committee - Sue Blumer**
No report.
- **Video History Project - Linda Van Scoy**
No report.

B. Events Committee & Subcommittee Reports

Events Committee Coordination – Jo Madonna

Update on wireless microphone purchase - Connie McNeill

Connie reported that a wireless receiver was needed, and the final purchase included one wireless hand-held microphone, one lavalier microphone, and one receiver. Connie explained how to use the equipment and indicated that it was stored in the closet that has the video projector.

- **Luncheons & Special Events – Barbara Bradford Eschbach**
Jo Madonna reported that arrangements are being made for a spring wine tasting event instead of a spring fashion show and picnic. The Christmas event was a success with some funds raised through the bake sale component.
- **Retirees Day – Barry McNeill**
Barry reported that Retirees Day is well into the planning with details being finalized. Registration will be opened early the week of 12 January.
- **Seminars – Jan Thompson**

Jan reported that the next event is a seminar on Living Arrangements for Seniors. There will be a second seminar in March on wellness and fitness.

- **Travel – Gary Anderson**

The travel Committee meet on Monday, 6 January, and proposed several activities:

A tour of Chase Field in Phoenix on 14 February.

A tour of Tovrea Castle next Fall.

An overnight Verde Canyon railroad trip late March or early April.

15 people have signed up for the trip to Russia in May.

C. Finance Committee – Barry Bruns

- **Golf Tournament – Dave Schwalm**

Barry reported that the Tournament made about \$1500-1600.

- **Book Collection – Mary Stevens**

No report.

D. Government Liaison Council

- **ASRS General – TBD**

No report.

- **Legislature – Cecelia Fiery**

Barry McNeill reported Cecelia is now working full-time and has had to resign as Liaison. The Executive Committee feels that Abby Polito has been keeping ASURA informed about legislative activities. Barry indicated that the position of Liaison requires considerable work and attention, and the person in this position has to want to do this job.

E. Health Insurance Liaison Council

- **ADOA – Art Ashton, Patricia Moore, Phyllis Primas**

Barry McNeill reported that Dick Jacob had forwarded a ASRS document on the Affordable Care Act which is available on the ASURA Website.

- **ASRS – TBD**

No report.

F. Membership and Communications Committee – Subcommittee Reports

- **Membership Update – Dave Schwalm**

Connie McNeill reported that current introductory memberships are valid through June of 2015 as a result of calendar changes. A new form with corrected membership dates is available on the ASURA Website. Later this month invitation letters will be sent out to those who retired in the last quarter of 2013. Barry McNeill encouraged ASURA members to recruit new retirees into ASURA. Barry distributed a sign-up sheet for people to attend the Pre-Retirement meetings at HR and make a brief presentation about ASURA. There is a script of materials available for presenters.

- **Prime Times – Wilma Mathews**

Barry McNeill reported that the deadline for submissions is coming up soon.

- **Obituaries – Becky Reiss**

No report.

- **Web Site and Database – Connie McNeill**

Connie reported that the photo gallery has new pictures from recent events.

VIII. ASURA Survey – Barry McNeill

Barry reported that two of the surveys, one for Never Joined and one for Dropped, are in the process of being sent out by mail. The survey of current members will be going out immediately after the next issue of *Prime Times* in early February.

IX. Old Business

Barry McNeill reported that last year ASURA voted to join the Association of Retiree Organizations in Education, but has not yet done so. The Executive Committee discussed this, and Bill Moor moved that ASURA rescind its decision to join the AROE. Barry Bruns seconded the motion. Discussion: Bill Moor indicated that he did not know the benefit of joining AROHE, but felt that there was one and recommended that ASURA complete the process. Elmer Gooding pointed out that the Emeritus College is active in the AROHE and believes ASURA should join, consistent with its earlier decision. Joint membership with the Emeritus College is evidently not available.

The motion to rescind the previous decision to join AROHE did not pass. ASURA will move ahead with membership in AROHE.

X. New Business

Carol Moore reminded the group to be careful about bringing food into rooms in the CSB as you can get charged for it.

Bill Stasi handed out information on a free income tax service available to individuals requiring assistance.

XI. Announcements

Next Meeting – February 12, 2014 in CSB 330

XII. Meeting Adjournment

The meeting adjourned at 10:53 a.m.

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
ASURA Operations - Income				
Balance Forward	38,591	38,591		
Current Year Revenue				
Events Registration Fees & Donations Collected	5,000	1,983	40%	
Membership Donations ("Dues")	18,000	3,960	22%	
General Operations Donations	2,000	1,037	52%	
Sale of University History Book	100	51	51%	
Total ASURA Operations Current Year Revenue	25,100	7,031		
ASURA Operations - Expenses				
<i>Printing and Mailing Costs</i>				
Events	0	34		
Annual Report	100	0	0%	
Survey & Ballots	800	0	0%	
Membership Drive	900	357	40%	
<i>Event Costs (exclusive of Advertising)</i>				
Paid Events	5,000	2,223	44%	
Meet & Greet	400	425	106%	
Seminar - All Costs	40	22	55%	
Annual Meeting Refreshments	600	0	0%	
Holiday Potluck & Fundraiser	50	0	0%	
Retiree's Day - Presenter & Guest Lunches	200	0	0%	
Retiree's Day - MU Room Fees	750	0	0%	
<i>Other Operations Costs</i>				
Adopt-A-Family Expenses	0	529		Error - Will be transferred to Adopt-A-Family
Scholarship Award	8,123	8,123	100%	Balance of \$10,000 paid from Endowment
Business Luncheons/Staff Appreciation	800	0	0%	
Membership Database	1,000	1,091	109%	
Office Equipment & Supplies	1,000	720	72%	
Service Appreciation Gifts	500	0	0%	
AROHE Membership Dues	100	0	0%	
SurveyMonkey	0	300		
Transfer to Adopt-a-Family account	1,000	1,000	100%	
Foundation Management Fees	900	140	16%	
Total ASURA Operations Expenses	22,263	14,965		
Increase (Decrease) in Fund Balance for Current Year	2,837	-7,934		
Uncommitted ASURA Operations Funds	41,428	30,657		

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
Public Affairs Allocation				
Opening Balance	7,000	7,000		
<i>Printing & Mailing Costs</i>				
Membership Drive	1,500	684	46%	
Envelopes and Other	1,391	1,388	100%	Includes room fees for meetings
Prime Times	2,500	959	38%	
<i>Other Public Affairs Operations Costs</i>				
Conference Room Chairs	109	27	25%	Chairs for conference room
Copier/FAX Equipment Annual Lease	1,500	1,306	87%	
Total Subsidized Expenses	7,000	4,365		
Uncommitted PA Funds For Operations	0	2,635		
Special Projects				
Special Projects - Income				
Balance Forward	2,295	2,295		Includes \$1000 from Friendship Village for Golf Tournament - donated prior to 6/30/13
Current Year Revenue				
Events	0	172		Error - Will be transferred to Operations
Bake Sale Income	200	0	0%	
Friends/Phx Library Book Sale Net Income	500	243	49%	
Golf Tournament	9,000	5,105	57%	
Total Special Projects Current Year Revenue	9,700	5,520		
Special Projects - Expenses				
Video History Donations	0	14		Error - Will be transferred to Video History
Video History Equipment	0	530		Error - will be transferred to Video History
Golf Tournament	6,000	4,667	78%	
Transfer 1/2 golf tournament net revenue to Endow. Scholshp	1,500	0	0%	Last year split 3 ways with Winkle Endowment
Transfer 1/2 golf tournament net revenue to Video History	1,500	0	0%	Last year split 3 ways with Winkle Endowment
Foundation Management Fees	400	106	27%	
Total Special Projects Expenses	9,400	5,317		
Increase (Decrease) in Fund Balance for Current Year	300	203		
Uncommitted Special Projects Funds	2,595	2,498		

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
Adopt-A-Family				
Adopt-a-Family - Income				
Balance Forward	529	529		
Current Year Revenue				
Adopt-A-Family Donations	521	595	114%	
Transfer from Operations	1,000	1,000	100%	
Total Adopt-A-Family Current Year Revenue	1,521	1,595		
Adopt-A-Family - Expenses				
Adopt-A-Family	2,000	0	0%	
Foundation Management Fees	50	12	24%	
Total Adopt-A-Family Expenses	2,050	12	1%	
Increase (Decrease) in Fund Balance for Current Year	-529	1,583		
Uncommitted Adopt-A-Family Funds	0	2,112		
Video History				
Video History - Income				
Balance Forward	5,382	5,382		
Current Year Revenue				
Video History Donations	1,000	145	15%	
1/2 net revenue from Golf Tournament	1,500	0	0%	Last year split 3 ways with Winkle Endowment
Total Video History Current Year Revenue	2,500	145		
Video History - Expenses				
Production	5,000	0	0%	
Equipment	150	0	0%	
History Book	0	20		History Book donation deposited in Video History Account in error
Foundation Management Fees	150	3	2%	
Total Video History Expenses	5,300	23		
Increase (Decrease) in Fund Balance for Current Year	-2,800	123		
Uncommitted Video History	2,582	5,504		
History Book				
History Book - Income				
Balance Forward	388	388		
Current Year Revenue				
History Book Donations	105	128	122%	
Total History Book Current Year Revenue	105	128		
History Book - Expenses				
History Book	0	98		Includes copyright fee
Foundation Management Fees	0	3		
Total History Book Expenses	0	101		
Increase (Decrease) in Fund Balance for Current Year	105	27		
Uncommitted History Book	493	415		

Account Categories	Approved Budget	Actual YTD Amount	% Realized/Expended	COMMENTS
Scholarship Endowment Fund				
Scholarship Endowment - Principal				
Endowment Balance July 1	43,286	43,286		
Invested Funds Gain (-Loss)	4,300	3,730	87%	
Transfer to Scholarship Endowment - Spending	-1,000	0	0%	
Foundation Management Fees	-600	-658	110%	
Transfer from Scholarship Endowment - Spending	1,000	0	0%	
Current-Year Contributions	1,800	575	32%	
Total Scholarship Endowment Principal	48,786	46,933		
Scholarship Endowment - Spending				
Balance July 1	1,877	1,877		
Payout from Endowment	1,000	0		
Reinvest in Endowment	-1,000	0		
Scholarship Support from Endowment	-1,877	-1,877		
Total Scholarship Endowment Spending	0	0		
Total Scholarship Endowment	48,786	46,933		

ASURA Event Report
12/31/2013

Event	Date(s)	Registration Fees		Event Costs				
		Collected	Refunded	Travel & Related	Food, Entertainment & Related	Lodging & Related	Other	Net Gain/Loss
Meet & Greet Luncheon	09/11/13	0.00	0.00	0.00	425.36	0.00	0.00	-425.36
Kingston Trio	10/25/13	1,464.00	0.00	0.00	1,464.00	0.00	0.00	0.00
*Fundraiser Golf Tournament	11/11/13	6,105.00	0.00	0.00	4,666.61	0.00	0.00	1,438.39
Fall Luncheon	11/15/13	496.00	0.00	0.00	564.00	0.00	0.00	-68.00
Spirit of Phoenix Chorus	12/07/13	195.00	0.00	0.00	195.00	0.00	0.00	0.00
Fundraiser Holiday Potluck	12/19/13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Retirees Day	02/23/13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Spring Luncheon	TBD	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Net gain (loss) - all completed non-fundraising events -493.36
Net gain (loss) - all non-fundraising events -493.36

***Golf Tournament - Collections include sponsor donations collected in FY13**

****Retirees Day - Collections include \$950 support from Operations**

ASURA MEMBERSHIP TOTALS

2014 Membership Year

Counts	As Of 1/6/2014	As Of 1/6/2013	This Yr -Last Yr	More Counts	As Of 1/6/2014	As Of 1/6/2013	This Yr -Last Yr
Current-year Members	600	574	26	By Former Employment Category			
Renewals from prior years (any prior year)	533	540	-7	Faculty and Faculty w/ Admin Appt	274	271	3
Introductory members	67	34	33	Academic Professional	40	38	2
Paid for the current year, now deceased		1	-1	Staff	186	181	5
Last Year's Members - Not Renewed	70	123	-53	Service Professional	70	58	12
Members last year, now deceased	6	12	-6	Administrative	29	25	4
By Retired-from Organization				Having an Arizona Address	540	516	24
Retired from ASU	589	N/A	N/A	Level of Activity			
Retired from another university	0	N/A	N/A	Checked at least one volunteer area	78	57	21
Former ASU employee, retired elsewhere	0	N/A	N/A	Attended at least one event this year	124	118	6
Still employed at ASU	11	N/A	N/A	Attended an event ever	264	227	37
By (Approx.) Time Since First Joining				Logged in to Members-only Site (ever)	68	32	36
Members for 0-2 Years	139	79	60	Made an additional donation this yr	188	42	146
Members for 3-5 Years	145	161	-16	Non-members in Database			
Members for 6-10 Years	118	121	-3	Was a member at some time	343	317	26
Members for more than 10 Years	198	213	-15	Never a member	853	812	41
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	407	373	34				
Obituary Notices (e-mail)	333	306	27				
Prime Times (US Post)	569	569	0				
Other ASURA Communications (e-mail)	391	381	10				
None of The Above	16	4	12				

¹All 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.