

MINUTES OF February 12, 2014

ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION

BOARD MEETING

Board Members Present: Barry Bruns, Barbara Bradford Eschbach, Cecilia Fiery, Elmer Gooding, Karen Hammann, Gary Kleemann, Jo Madonna, Barry McNeill, Bill Moor, Jeannette Robson, David Schwalm, Bill Stasi, Jan Thompson, Hal White

Board Members Absent: Art Ashton, Glenn Irvin, Dick Kelly

Ex-Officio Members Present: Trudy Perez, Thomas Schildgen

Committee Chairs Present: Gary Anderson, Sue Blumer, Connie McNeill

Executive Staff Present: Carol Moore

Guests Present: None

I. CALL TO ORDER

President Barry McNeill called the meeting to order at 10am.

II. INTRODUCTION AND WELCOME TO GUESTS

No guests were in attendance.

III. ADOPTION OF TODAY'S AGENDA

Barry McNeill submitted a revised agenda for the meeting. Bill Stasi made a motion to accept the revised agenda and Bill Moor seconded the motion. The motion received unanimous approval.

IV. REVIEW AND APPROVAL OF THE MINUTES OF JANUARY 8, 2014 BOARD MEETING

Bill Moor made a motion to approve the minutes of the January meeting. Barry Bruns seconded the motion and the motion was approved unanimously.

V. FINANCIAL REPORT / TREASURER'S REPORT – Barry Bruns

Bill Moor made a motion to approve this month's financial report which was distributed electronically before the meeting. Gary Kleemann seconded the motion and it was approved unanimously.

VI. EX-OFFICIO REPORTS (5 minutes or less please)

- ASU Alumni Association – Rhonda McClintock
Representative was not in attendance and no report was given.
- Emeritus College Liaison – Elmer Gooding

Elmer reported that due to some changes in staffing and illness, there were some lapses in administrative coverage in their office. He also reported that they were in the nomination process for their Board Members and invited suggestions and recommendations.

- Human Resources - Sheree Barron or designee
Representative was not in attendance and no report was given.
- University Club Liaison - Jim Fordemwalt
Representative was not in attendance and no report was given.
- University Liaison – Barbara Shaw-Snyder or Abby Polito
Representative was not in attendance and no report was given.
- University Senate – Thomas Schildgen
Tom reported that the Senate met last week and disestablished the College of Technology and Innovation at the Polytechnic Campus. The programs formerly part of that college are now part of the Ira J. Fulton College of Engineering. He also reported that some processes are being changed so that the Senate is able to remain functional during academic breaks, such as the semester breaks.
- University Staff Council – Trudy Perez
Trudy announced that Barry McNeill will be making a presentation about ASURA at the University Staff Council meeting following this meeting. She also announced that the University BBQ would be held at the Tempe Campus on February 26 and that everyone is invited to attend. Anyone interested should contact Trudy. ASURA will have representatives staffing a table at this event. The Staff Council is trying to get stronger support for the Safety and Health Committee. The Employee Support Committee plans to do some additional fundraising to increase the resources available to help staff in need of emergency funding.

VII. REPORT ON SURVEY – BARRY MCNEILL

Barry reported that the surveys that were sent to the “never joined” and “lapsed members” groups have begun to come in. To date 44 responses have been received from the first group and 54 responses have been received from the second group. Barry provided a brief overview of the results that have been received. The member survey is in the process of being mailed and electronically sent. It should be received by members within the next few days.

VIII. STANDING COMMITTEE REPORTS (*5 minutes or less please*)

A. Community Outreach Committee - Subcommittee Reports

- Adopt-A-Family - Joan Leard
Representative was not in attendance and no report was given.
- Scholarship Committee - Sue Blumer
Sue reported that the applications need to be sent in by the end of February and ASURA should receive them from the Scholarship Office by mid-March. Anyone interested in reviewing the applications is asked to please contact Sue directly.

- Video History Project - Linda Van Scoy
Linda was unable to attend the meeting and Elmer Gooding gave the report. There are 3 additional people who have agreed to be interviewed. Connie McNeill also reported that members of the committee have met with representatives from the Informatics and Cyberinfrastructure Services office of the ASU Library. They seem interested in including the full interviews from the Living History Project on their web server but will not know for a month or two whether will be possible.

B. Events Committee & Subcommittee Reports

- Committee Coordinator – Jo Madonna
No separate overview report was given.
- Legislative Breakfast – Barry McNeill
Early in January Barry McNeill and Bill Stasi attended the Legislative Breakfast at which President Crow spoke about the priorities for the university.
- Day at the Capital – Jo Madonna
Jo reported that she and Barry McNeill represented ASURA at the ASU Day at the Capitol on February 11th. The event seemed to be well attended by elected officials and the legislative staff. It was a good opportunity for ASURA to be seen as a viable and visible part of the university community.
- KAET Fund Raiser – Bill Moor
Bill reported that the previously distributed dates for ASURA to take part of in one of the KAET Fund Drives are no longer available but he did circulate a list of other date options and asked for interested members to indicate their availability. He will contact those interested after he has confirmed a specific date.
- Luncheons & Special Events – Barbara Bradford Eschbach
Barbara reported that the next luncheon will be held on May 15th at the Dvine Bistro and Wine Bar in Chandler. It will include lunch and wine tasting. A Fall Luncheon has been scheduled and it will be held on November 14th at Friendship Village.
- Retirees Day – Barry McNeill
Barry reported that to date only 45 people had registered for this event and the registration deadline is Feb. 14th. He said that only two of our introductory members were registered and these two are on the planning committee. Barry indicated that the planning committee would be meeting soon after the registration deadline and that it is likely that the event would need to be cancelled. To cover expenses, there would need to be at least 100 people registered to attend. He also said that he thought it would be inappropriate to have such low attendance at the programs presented by the speakers. Hal White expressed his agreement with this. Barry said that in the mid-1990's the topics for Retirees Day were more personally focused and not as academic in nature.

He said the Retirees Day planning committee would discuss what changes and options should be considered to create more appeal and elicit better attendance in the future.

- Seminars – Jan Thompson
Jan reported that 65 people attended the seminar on Living Options for Seniors and the interest and feedback was positive. The next seminar will be held on March 20th. Four presenters will speak on “Wellness for Seniors: Backs, Bones, Muscles and More.” It will be held from 10am – Noon in CSB 330.
- Travel – Gary Anderson
Gary reported that 22 people were signed up for the tour of Chase Field on Feb. 14th. There is an overnight trip to Jerome and a ride on the Verde Canyon Railroad being planned for April. The details, including an exact date, should be available very soon. A tour of Tovea Castle is being planned for October. A possible overnight trip to the 4 Corners is also being discussed for next year. Gary Kleemann reported that 15 people are signed up the trip to Russia in May. For future travel, Gary Kleemann is working on organizing a trip to Italy, possibly including cooking classes, and Gary Anderson is planning a trip to Tibet and China.

A. Finance Committee – Barry Bruns

Barry asked if there were any questions about the Financial Report that was submitted along with the meeting materials. There were no questions.

- Golf Tournament – Dave Schwalm
The books have now been closed out on this event. The event earned about \$2600. Dave said that the event will need a new chair for the 2014 Golf Tournament. He is willing to assist the new chair.
- Book Collection – Mary Stevens
No report was given.

B. Government Liaison Council

- ASRS General – TBD
No report.
- Legislature – Cecelia Fiery
Cecelia reported that she needs to resign from this position because she is now working fulltime again. She has renewed the organizational and individual lobbyist registration.

C. Health Insurance Liaison Council

- ADOA – Art Ashton, Patricia Moore, Phyllis Primas
No report.
- ASRS – TBD
No report.

D. Membership and Communications Committee – Subcommittee Reports

- **Membership Update – Dave Schwalm**
Dave reported that ASURA is maintaining its membership numbers well. A question has come up about people who are just now joining or renewing their memberships. The question is whether their dues should be applied to the current year only or be used to extend their membership through the 2015 fiscal year. In the past, dues paid after April 1st were applied to the next year. The people who have paid dues recently appear to have done so because ASURA reached out to them through the survey and/or because they attended the last seminar. There is concern that applying those dues only through 6/30/14 would seem off-putting to these members who have a renewed interest in ASURA because of our recent outreach efforts. Bill Moor made a motion to change the policy so that renewals that are received after January 1st will be applied to memberships which will extend through June 30th of the following year. Bill Stasi seconded the motion and it was unanimously approved. It was recommended that a question that should be considered in the future is whether ASURA should offer the options of multiple year renewals and lifetime memberships. U of A and NAU Retiree Associations both offer lifetime membership options.
- **Prime Times – Wilma Mathews**
Jeannette Robson reported that the current edition of Prime Times is in the mail.
- **Obituaries – Becky Reiss**
No report was given but Connie McNeill commented on how well Becky Reiss researches and reports the obituaries. Connie also said that Becky is now writing to the surviving spouses of newly deceased ASURA members to offer condolences and to remind them that they are eligible to continue membership in the organization.
- **Website and Database – Connie McNeill**
Connie reported that she just learned by June 30, 2014 ASU is planning to drop support for the server on which our ASURA website exists. Because of this she has begun to research other server options. She estimates that it is likely that it will cost ASURA about \$20/month for a new server. Connie is especially concerned about the ASURA photo gallery that is part of our website. She will keep the Board informed about this issue as more information is learned.

IX. BOARD ELECTIONS – BILL MOOR

- Bill reported that the election ballots will be sent out by week's end and there are 5 members running for the 5 Board openings that will occur on the Board as of the end of this year due to term expirations. The 5 who are running are: Joyce Hartman Diaz, M.J. "Jack" Fouquette, Ruth Kingsley, Trudy Perez, and Rick Wall. The completed ballots must be returned to the office by March 14th.

X. NEW BUSINESS

No new business was introduced.

XI. ANNOUNCEMENTS

- COMMITTEE AND LIAISON REPORTS DUE BY MARCH 3
- NEXT MEETING – MARCH 12, 2014 IN CSB 330

XII. MEETING ADJOURNMENT

- The meeting was adjourned at 11:30am.

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	2,239	45%	
Membership Donations ("Dues")	18,000	3,960	22%	
General Operations Donations	2,000	882	44%	
Sale of University History Book	100	51	51%	
Total ASURA Operations Current Year Revenue	25,100	7,132		
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	2,228	45%	
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>				
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	1,729	173%	
Service Appreciation Gifts	500	0	0%	
AROHE Membership Dues	100	60	60%	
SurveyMonkey	0	300		
Transfer to Adopt-a-Family account	1,000	1,000	100%	
Foundation Management Fees	900	143	16%	
Total ASURA Operations Expenses	22,263	15,512		
Increase (Decrease) in Fund Balance for Current Year	2,837	-8,380		
Uncommitted ASURA Operations Funds	41,428	30,211		

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, Surveys and Other	1,391	2,379	171%	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	5,355		
Uncommitted PA Funds For Operations	0	1,645		
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				
Fall Luncheon	0	112		Error - Request For Transfer submitted
Spirit of Phoenix	0	60		Error - Request For Transfer submitted
Bake Sale Income	200	167	84%	
Friends/Phx Library Book Sale Net Income	500	255	51%	
Golf Tournament	9,000	7,275	81%	
Total Special Projects Current Year Revenue	9,700	7,869		
Special Projects - Expenses				
Video History Expense	0	544		Error - Request For Transfer submitted
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	115	29%	
Total Special Projects Expenses	9,400	5,326		
Increase (Decrease) in Fund Balance for Current Year	300	2,542		
Uncommitted Special Projects Funds	2,595	4,838		

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	1,248	62%	
Foundation Management Fees	50	12	24%	
Total Adopt-A-Family Expenses	2,050	1,260	61%	
Increase (Decrease) in Fund Balance for Current Year	-529	335		
Uncommitted Adopt-A-Family Funds	0	864		
Video History				
Video History - Income				
Balance Forward	5,382	5,382		
Current Year Revenue				
Video History Donations	1,000	125	13%	
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	125		
Video History - Expenses				
Production	5,000	14	0%	
Equipment	150	0	0%	
Foundation Management Fees	150	3	2%	
Total Video History Expenses	5,300	17		
Increase (Decrease) in Fund Balance for Current Year	-2,800	109		
Uncommitted Video History	2,582	5,490		
History Book				
History Book - Income				
Balance Forward	388	388		
Current Year Revenue				
History Book Donations	105	145	138%	
Total History Book Current Year Revenue	105	145		
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	44		
Uncommitted History Book	493	432		

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	4,274	99%	
Transfer to Scholarship Endowment - Spending	-1,000	0	0%	
Foundation Management Fees	-600	-660	110%	
Transfer from Scholarship Endowment - Spending	1,000	0		
Current-Year Contributions	1,800	635	35%	
Total Scholarship Endowment Principal	48,786	47,535		
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	47,535		

ASURA Event Report

1/31/2014

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	7,275.00	0.00	0.00	4,666.61	0.00	0.00	2,608.39
Fall Luncheon	11/15/13	496.00	0.00	0.00	568.85	0.00	0.00	-72.85
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	167.00	0.00	0.00	0.00	0.00	0.00	167.00
**Retirees Day	02/23/13	256.00	0.00	0.00	0.00	0.00	0.00	256.00
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 **-498.21**

Net gain (loss) - all non-fundraising events **-242.21**

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

ASURA MEMBERSHIP TOTALS

2014 Membership Year

Counts	As Of 2/7/2014	As Of 2/3/2013	This Yr -Last Yr	More Counts	As Of 2/7/2014	As Of 2/3/2013	This Yr -Last Yr
Current-year Members	607	579	28	By Former Employment Category			
Renewals from prior years (any prior year)	537	542	-5	Faculty and Faculty w/ Admin Appt	277	273	4
Introductory members	70	43	27	Academic Professional	40	38	2
Paid for the current year, now deceased	6	2	4	Staff	189	184	5
				University Staff (Service Professional)	71	58	13
Last Year's Members - Not Renewed	68	107	-39	Administrative	29	25	4
Members last year, now deceased	7	12	-5				
				Having an Arizona Address	546		546
By Retired-from Organization						520	
Retired from ASU	595	N/A	N/A	Level of Activity			
Retired from another university	0	N/A	N/A	Checked at least one volunteer area	78	55	23
Former ASU employee, retired elsewhere	0	N/A	N/A	Attended at least one event this year	147	183	-36
Still employed at ASU	12	N/A	N/A	Attended an event ever	270	312	-42
				Logged in to Members-only Site (ever)	70	36	34
By (Approx.) Time Since First Joining				Made an additional donation this yr	188	45	143
Members for 0-2 Years	143	81	62				
Members for 3-5 Years	145	162	-17	Non-members in Database			
Members for 6-10 Years	119	121	-2	Was a member at some time	338	316	22
Members for more than 10 Years	200	215	-15	Never a member	868	834	34
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	424	378	46				
Obituary Notices (e-mail)	345	309	36				
Prime Times (US Post)	582	570	12				
Other ASURA Communications (e-mail)	408	386	22				
None of The Above	9	5	4				

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.