

**MINUTES OF 11 February 2015**

**ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION**

**BOARD MEETING**

**Board Members Present:** Larry Carlson, James Fordemwalt, Joyce Hartman Diaz, Karen Hammann, Glenn Irvin, Gary Kleemann, Jo Madonna, Barry McNeill, Connie McNeill, Trudy Perez, Bill Stasi, Hal White.

**Board Members Absent:** Elmer Gooding, Ruth Kingsley, Jan Thompson.

**Ex-Officio Members Present:** Sharon Young

**Committee Chairs Present:** Sue Blumer, David Scheatzle, Dave Schwalm.

**Executive Staff Present:** Carolyn Minner.

**Guests Present:** Jeannette Robson

**I. Call to Order**

Jo Madonna called the meeting to order at 10:00.

**II. Introductions and Welcome**

Jo welcomed the Board members, staff, and guests.

**III. Adoption of Today's Agenda**

Jo Madonna proposed several new items to be added to the Agenda under New Business: ASU Pre-retirement Seminars, the MAPP program, the volunteer lunch, an electronic version of *Prime Times*, and ASURA's relationship with ASU. MSPassed to adopt the Agenda as amended.

**IV. Review and Approval of the Minutes of 14 January, 2014 Board Meeting**

MSPassed to approve the Minutes of the 14 January 2014 Board meeting.

**V. Ex-Officio Reports**

- **ASU Alumni Association – Rhonda McClintock**  
No report.
- **Emeritus College Liaison – Elmer Gooding**  
No report.

- **Human Resources - Sheree Barron or designee**  
No report.
- **University Club Liaison - Jim Fordemwalt**  
Jim noted that High Tea is scheduled for today, but he is unable to attend as the event is oversubscribed.
- **University Liaison – Barbara Shaw-Snyder or Abby Polito**  
No report.
- **University Senate – Helene Ossipov**  
No report.
- **University Staff Council – Steve Potter**  
No report.

## VI. New Business

- **Nomination and Approval of New Board Member – Jo Madonna**  
Jo Madonna proposed Jeannette Robson for membership to the Board to fill the vacancy which resulted from Rick Wall's recent resignation. MSPassed to approve Jeannette's appointment.
- **Retirement Seminars**  
At the request of Dave Schwalm, Chair of the Membership Committee, Jo Madonna circulated a list of Pre-Retirement Seminars hosted by ASU Human Resources and asked for volunteers to present ASURA information at these sessions.
- **MAPP program**  
Bill Stasi reported on the MAPP transfer program for community college students and distributed pamphlets with information about the program.
- **Prime Times – Jo Madonna**  
Jo announced that the Executive Committee discussed the distribution of *Prime Times* and decided to send an email to ASURA members with a link to the electronic version of *Prime Times* to see how people react to the electronic format. The print version will continue to be distributed as well. About 40 members have indicated that they do not want to receive *Prime Times*, but it's uncertain why they made this decision. They will be contacted to clarify this issue.
- **Annual Report Deadline – Jo Madonna**  
Jo requested that reports be submitted to her by 15 March.
- **ASURA Relationship to ASU**  
Connie McNeill reported that following the recommendation of Ray Jensen she, Jo Madonna and Barry Bruns met with Ray, Morgan Olsen, Executive Vice President, Treasurer and Chief Financial Officer, and Kevin Salcido, Vice President for Human Resources, to discuss a change in the ASU office with which ASURA has a relationship. Olsen and Salcido supported Jensen's suggestion that the relationship should be with HR rather than with Public Affairs, as it has been since President Crow arrived at ASU.

A change is partly necessitated by the breakup of the former Public Affairs. Olsen and Salcido were very positive about taking on the support that ASURA receives from ASU – financial and help from people -- and said that they would work with the President and others within ASU to make the proposed change official. They expected this to take a short time. There is some possibility of an increase in the financial support that we have been receiving.

- **Volunteer Luncheon – Jo Madonna**

Jo reported that she is planning for the annual Volunteer Luncheon. She noted that Carol Moore is stepping down from the role of Office Manager, and Nancy Lesko and Linda Van Scoy have volunteered to manage the ASURA office.

## VII. Unfinished Business

- **ASURA Survey Discussion Topic: Increasing Membership – Barry McNeill**

After a short review of the membership discussion held during the October Board meeting the ideas were generated for the following items:

### Ways to interact with pre-retirees

- Set up a table at the annual recognition luncheon hosted by the President's Office.
- Advertise in Insight that you can join ASURA before you retire.
- When we have a table at the university faculty/staff events, e.g., staff barbeque, have membership application forms as well as the trifold and copies of *Prime Times*.
- Work with HR to get lists of people who have worked 30-40 years.
- Get lists from HR of the names of people who have indicated they are planning on retiring.
- See if department would support a pre-retirement seminar of the type Trudy is working on, e.g., what I wish I'd known before retiring sort of thing. It was suggested that other departments might be interested in attending, especially if it got them into the Bio Design Building.
- Set up a table at one/two/all of the ASU Farmer's Markets, contact Betty Lombardo, University Sustainability Practices, Global Institute of Sustainability Arizona State University.

### Special Attention for Introductory Members

- Develop a buddy program to make sure any Introductory member attending an event has an assigned buddy.
- Send thank you letter to any Introductory member for attending any ASURA event
- Have drawing for Introductory members to get a free pass to paid events
- Have a video presentation of past events to show at various ASURA social events, e.g., Meet & Greet, Holiday Potluck, Annual Meeting, etc.

### **Miscellaneous Suggestions**

- Advertise ASURA in other places, e.g., Friends of ASU, newspapers for retirement locations, e.g., Sun Lakes.
- Organize regional “coffee klatches” for ASURA members and other local, i.e., within the “region”, ASU retirees.

Barry indicated that this concludes the discussion of the Membership Survey. Gary Kleemann thanked Barry for his work on the Survey, and the Board added their appreciation for Barry’s leadership on this project.

### **VIII. Financial Report/Treasurers Report**

- **Current Update – Connie McNeill and Carolyn Minner**

Connie indicated that there are no substantial changes to the Association’s financial status.

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

- **Community Outreach Committee - Subcommittee Reports**

#### **Adopt-A-Family - Joan Leard**

No report.

#### **Scholarship Committee - Sue Blumer**

Sue reported that notices regarding the availability of the Scholarship were not published for a period of a month or two due to some personnel issues and bad electronic linkages. Jo Madonna asked Sue to invite the Scholarship recipient to attend the Annual Meeting on 18 April.

#### **Video History Project – Dave Scheatzle**

Dave reported that they are operating well. He asked if the Board would like a video medley presentation for the Annual Meeting and the Board assured him that they would appreciate this.

- **Events Committee & Subcommittee Reports**

#### **Events Committee Coordination – Barry McNeill**

No report at this time.

#### **Luncheons & Special Events – Barbara Bradford Eschbach**

Joyce Hartman Diaz reported that the Wine Tasting is scheduled for 5 March.

#### **Seminars – Jan Thompson**

Jo Madonna reported that the Brain Seminar is scheduled for 12 February and the event is fully subscribed.

#### **Pre-retirement Seminar – Trudy Perez**

Trudy’s report is noted above.

**Travel – Gary Anderson**

Gary Kleemann reported on upcoming travel events:

Mid-May: trip to China, 21 days. 20 people are signed up for this trip, with a capacity of 22 – 24., with 6 slots available.

September: trip to Italy – this is a small group of 14; two slot remains available.

Information on the Four Corners trip will be available soon.

- **Finance Committee – Connie McNeill**

No report.

- **Book Collection – Mary Stevens**

No report.

- **Government Liaison Council**

**ASRS General – Larry Carlson**

Larry reported that he has a meeting scheduled with Pat Klein at ASRS next week.

**Legislature – Hal White**

Hal reported that the Legislative Liaison Committee will attend the ASU Day at the Capitol on February 17<sup>th</sup>. He also reported that the universities are trying to find a way to be less dependent on the State and the Legislature for revenue.

The significant issues arising are related to Health insurance and retirement systems. Hal indicated that you can follow these issues on [www.az.gov](http://www.az.gov).

Abby Polito reported that the Governor proposed \$77 million in cuts to the University. The Universities are not moving forward with any proposals for increased autonomy. There are proposals for more flexibility on financing and on reforming benefits and giving the Universities more flexibility in this area while protecting retirees. The Universities are supporting the research infrastructure initiatives.

Barry McNeill inquired about ASRS's response to the retirement proposals.

- **Health Insurance Liaison Council**

**ADOA – Art Ashton, Larry Carlson**

Larry noted the proposed cut of \$180 million to the insurance programs.

**ASRS – Joyce Hartman Diaz**

Joyce reported difficulties in contacting her ASRS health insurance program liaison.

- **Membership and Communications Committee – Subcommittee Reports**

**Membership Update – Dave Schwalm**

Dave reported that membership is down a bit, but we're not doing bad.

**Prime Times – Jeanette Robson, Wilma Mathews**

Wilma asked for photographs to go with stories in *Prime Times*.

**Obituaries – Becky Reiss**

No report.

**Website and Database – Connie McNeill**

Connie reported that retirees' access to ServiceNow, which provides information needed for self-support and also allows submission of service requests, should be in place by the end of the week. Retirees have been given a high priority to be added to the Service system.

**X. Announcements**

**Next Meeting** – March 11, 2014, CSB 203

**XI. Meeting Adjournment**

MSPassed to adjourn at 11:41.

Account Categories	Proposed Budget	Actual YTD Amount	COMMENTS
<b>ASURA Operations</b>			
<b>ASURA Operations - Income</b>			
<b>Balance Forward</b>	<b>35,760</b>	<b>35,760</b>	
<b>Current Year Revenue</b>			
Event Registration Fees & Donations Collected		1,440	
Membership Dues	16,000	6,420	total donations - \$7240
General Operations Donations	1,400	820	total donations cleared - \$7180
Holiday Bake Sale 2013	167	167	transfer from Special Projects
Holiday Bake Sale 2014	150	122	
University History Book	0	15	
5% Gift Assessment	-870	-359	based on total donations cleared
<b>Total ASURA Operations Current Year Revenue</b>	<b>16,847</b>	<b>8,625</b>	
<b>ASURA Operations - Expenses</b>			
<i>Printing and Mailing Costs</i>			
Annual Report	120		
Bylaws & Ballots	350		
Member Survey Report	581	581	
Membership Drive	1,500	879	
Prime Times Summer	1,200	538	
<i>Event Costs</i>			
Paid Events		1,132	
Meet & Greet	360	360	
Seminars	175	25	
Retirees Day	360	360	room fees for last year - late cancellation
Annual Meeting	600		
Holiday Potluck & Fundraiser	100		
<i>Other Operations Costs</i>			
Scholarship Award	10,000	10,000	
Business Luncheons & Service Appreciation	500	74	
Technology Services	1,460	1,331	Wild Apricot, Pantheon, Zenfolio
Office Equipment & Supplies	3,000	840	
AROHE Membership Dues	180		
Lobbyist Registration Fee	0	25	
Foundation Transaction Fees	800	71	
Transfer to Video History Project	5,000	5,000	
<b>Total ASURA Operations Expenses</b>	<b>26,286</b>	<b>21,215</b>	
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>-9,439</b>	<b>-12,590</b>	
<b>Uncommitted ASURA Operations Funds</b>	<b>26,321</b>	<b>23,170</b>	

<b>Public Affairs Income</b>			
<b>Balance Forward</b>	<b>73</b>	<b>73</b>	
<b>Current Year Allocation</b>	7000	7000	
<b>Total Public Affairs Current Year Revenue</b>	<b>7073</b>	<b>7073</b>	
<b>Expenses Charged to Allocation</b>			
Office Supplies	400		
Prime Times Fall & Spring	2,400	1,599	allow for more pages than last year
Room Fees	450	100	
Conference Room Projection Screen	2,000		Project cancelled
Copier/FAX Equipment Annual Lease	1,250	1,203	
8.5% Administrative Service Charges	553	196	
<b>Total Subsidized Expenses</b>	<b>7,053</b>	<b>3,099</b>	
<b>Uncommitted PA Funds For Operations</b>	<b>20</b>	<b>3,974</b>	

<b>Special Projects</b>			
<b>Special Projects - Income</b>			
<b>Balance Forward</b>	<b>2,367</b>	<b>2,367</b>	
<b>Current Year Revenue</b>			
Friends/Phx Library Book Sale Net Income	275	640	To be transferred to Scholarship & Video History
Transfer In	0	62	Video History DVD cases charged incorrectly
5% Gift Assessment	-15	0	
<b>Total Special Projects Current Year Revenue</b>	<b>260</b>	<b>702</b>	
<b>Special Projects - Expenses</b>			
Transfer 2013 Bake Sale Income to Operations	167	167	event advertises income goes to general funds
Transfer 1/2 of Book Sale Income to Scholarship	128	128	FY 2013 income
Transfer 1/2 of Book Sale Income to Video History	128	128	FY 2013 income
Transfer to Adopt-a-Family	1,500	1,500	money in this acct is for any outreach project
Video History DVD Cases	0	62	Charged to Special Projects in error
Foundation Transaction Fees	30	11	
<b>Total Special Projects Expenses</b>	<b>1,952</b>	<b>1,997</b>	
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>-1,692</b>	<b>-1,295</b>	
<b>Uncommitted Special Projects Funds</b>	<b>675</b>	<b>1,072</b>	



<b>Adopt-A-Family</b>			
<b>Adopt-a-Family - Income</b>			
<b>Balance Forward</b>	<b>515</b>	<b>515</b>	
<b>Current Year Revenue</b>			
Adopt-A-Family Donations	950	535	donations cleared - \$535
5% Gift Assessment	-48	-27	based on donations cleared
Transfer from Special Projects	1,500	1,500	to bring total available to spend to \$2,000
<b>Total Adopt-A-Family Current Year Revenue</b>	<b>2,403</b>	<b>2,008</b>	
<b>Adopt-A-Family - Expenses</b>			
Adopt-A-Family	2,000	1,418	
Foundation Transaction Fees	15	0	
<b>Total Adopt-A-Family Expenses</b>	<b>2,015</b>	<b>1,418</b>	
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>388</b>		
<b>Uncommitted Adopt-A-Family Funds</b>	<b>902</b>	<b>1,105</b>	

<b>Video History</b>			
<b>Video History - Income</b>			
<b>Balance Forward</b>	<b>1,755</b>	<b>1,755</b>	
<b>Current Year Revenue</b>			
Video History Donations	600	550	donations cleared - \$450
1/2 of Book Drive Income	150	112	
Transfer 1/2 of Book Drive Proceeds from Spec Proj	128	128	per book drive advertisements, FY 2013 income
Transfer from Operations	5,000	5,000	support current & some future production costs
5% Gift Assessment	-30	-23	based on donations cleared
<b>Total Video History Current Year Revenue</b>	<b>5,848</b>	<b>5,767</b>	
<b>Video History - Expenses</b>			
Production	3,000	194	
Equipment	300	0	
Foundation Transaction Fees	100	6	
<b>Total Video History Expenses</b>	<b>3,400</b>	<b>199</b>	
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>2,448</b>	<b>5,568</b>	
<b>Uncommitted Video History</b>	<b>4,202</b>	<b>7,323</b>	

History Book			
<b>History Book - Income</b>			
Balance Forward	444	444	
<b>Current Year Revenue</b>			
History Book Donations	0	0	
5% Gift Assessment	0	0	
<b>Total History Book Current Year Revenue</b>	<b>0</b>	<b>0</b>	
<b>History Book - Expenses</b>			
History Book	0	0	
Foundation Management Fees	0	0	
<b>Total History Book Expenses</b>	<b>0</b>	<b>0</b>	
<b>Increase (Decrease) in Fund Balance for Current Year</b>	<b>0</b>	<b>0</b>	
<b>Uncommitted History Book</b>	<b>444</b>	<b>444</b>	

Scholarship Endowment Fund			
<b>Scholarship Endowment - Principal</b>			
Endowment Balance July 1	51,354	51,354	
Invested Funds Gain (-Loss)	6,700	-501	
Transfer to Scholarship Endowment - Spending	-1,500	0	
Foundation Management Fees	-700	-594	
Transfer from Spending Account	1,388	1,388	per Board policy, re-invest available FY 2013
Current-Year Contributions	2,000	995	
5% Gift Assessment	-100	-50	
<b>Total Scholarship Endowment Principal</b>	<b>59,142</b>	<b>52,591</b>	
<b>Scholarship Endowment - Spending</b>			
Balance July 1	1,260	1,260	
1/2 of Book Drive Income	150	112	
1/2 Book Drive Proceeds - Transfer from Spec Proj	128	128	per book drive advertisements, FY 2013 income
Payout from Endowment	1,500	0	
Reinvest in Endowment	-1,388	-1,388	
Management Fees	0	-6	
<b>Total Scholarship Endowment Spending</b>	<b>1,650</b>	<b>106</b>	
<b>Total Scholarship Endowment</b>	<b>60,792</b>	<b>52,698</b>	

## ASURA Event Report

1/31/2015

Event	Date	Registration Fees		Event Costs				
		Collected	Refunded	Travel & Related	Food, Entertainment & Related	Lodging & Related	Other	Net Gain/Loss
Meet & Greet Luncheon	09/11/14	0.00	0.00	0.00	359.82	0.00	0.00	-359.82
*2 Tovrea Castle Tours	10/10/14	338.00	0.00	0.00	338.00	0.00	0.00	0.00
Fall Luncheon	11/14/14	557.00	0.00	0.00	656.00	0.00	0.00	-99.00
Musical Instrument Museum	11/20/14	440.00	0.00	172.72	198.00	0.00	0.00	69.28
Spirit of Phoenix Chorus	12/06/14	105.00	0.00	0.00	105.00	0.00	0.00	0.00
**Fundraiser Holiday Potluck	12/18/14	122.00	0.00	0.00	0.00	0.00	0.00	122.00
China Xie Xie	05/18/15	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bologna & Parma	09/11/15	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Net gain (loss) - all completed non-fundraising events -389.54**

**Net gain (loss) - all non-fundraising events -389.54**

\*Tickets were purchased in FY 2013-14 (April 24)

\*\*Proceeds from Bake Sale

## ASURA MEMBERSHIP TOTALS

2015 Membership Year

Counts	As of 2/5/2015	As of 2/7/2014	This Yr -Last Yr	More Counts	As of 2/5/2015	As of 2/7/2014	This Yr -Last Yr
<b>Current-year Members</b>	<b>572</b>	<b>607</b>	<b>-35</b>	<b>By Former Employment Category</b>			
Renewals from prior years (any prior year)	524	537	-13	Faculty and Faculty w/ Admin Appt	266	277	-11
Introductory members	48	70	-22	Academic Professional	37	40	-3
Paid for the current year, now deceased	6	6	0	Staff	164	189	-25
				University Staff (Service Professional)	76	71	5
<b>Last Year's Members - Not Renewed</b>	<b>107</b>	<b>68</b>	<b>39</b>	Administrative	29	29	0
Members last year, now deceased	8	7	1				
				<b>Having an Arizona Address</b>	<b>523</b>	<b>546</b>	<b>-23</b>
<b>By Retired-from Organization</b>				<b>Level of Activity</b>			
Retired from ASU	552	595	N/A	Checked at least one volunteer area	97	78	19
Retired from another university	0	0	N/A	Attended at least one event this year	153	147	6
Former ASU employee, retired elsewhere	3	0	N/A	Attended an event ever	288	270	18
Still employed at ASU	17	12	N/A	Logged in to Members-only Site (ever)	101	<b>70</b>	31
				Made an additional donation this yr	164	188	-24
<b>By (Approx.) Time Since First Joining</b>				<b>Non-members in Database</b>			
Members for 0-2 Years	77	92	-15	Was a member at some time	292	338	-46
Members for 3-5 Years	89	125	-36	Never a member	726	868	-142
Members for 6-10 Years	190	170	20				
Members for more than 10 Years	216	220	-4				
<b>By Communications They Want to Receive<sup>1</sup></b>							
Upcoming Event Announcements (e-mail)	419	424	-5				
Obituary Notices (e-mail)	335	345	-10				
Prime Times (US Post)	531	582	-51				
Other ASURA Communications (e-mail)	386	408	-22				
None of The Above	12	9	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 dues in the current fiscal year.