

MINUTES OF 11 March 2015

ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION

BOARD MEETING

Board Members Present: Larry Carlson, James Fordemwalt, Joyce Hartman Diaz, Karen Hammann, Glenn Irvin, Ruth Kingsley, Gary Kleemann, Jo Madonna, Barry McNeill, Connie McNeill, Jeannette Robson, Bill Stasi, Jan Thompson, Hal White.

Board Members Absent: Elmer Gooding, Trudy Perez.

Ex-Officio Members Present: Abby Polito, Sharon Young.

Committee Chairs Present: Gary Anderson, Wilma Mathews, David Scheatzle, Dave Schwalm.

Executive Staff Present: Carolyn Minner.

Guests Present: Alan Johnson, Bob Francis, Jeri Meeks.

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

MSPassed to adopt the 11 March 2015 Agenda.

IV. Review and Approval of the Minutes of 11 February 2015 Board Meeting

MSPassed to approve the Minutes of the 11 February 2015 Board meeting.

V. Financial Report/Treasurer's Report – Connie McNeill and Carolyn Minner

Connie indicated that there were no items to report.

VI. 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 announced the upcoming Easter Bruch at the University Club.

University Liaison – Barbara Shaw-Snyder or Abby Polito

Abby reported that the Legislature has passed a budget. The Universities received a reduction of \$99 million, with a \$52 million reduction to ASU. She answered several questions from the Board regarding the legislative process.

University Senate – Helene Ossipov

No report.

University Staff Council – Sharon Young

Sharon invited participation in a PBS fundraiser.

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

Community Outreach Committee - Subcommittee Reports

Adopt-A-Family - Joan Leard

No report.

Scholarship Committee - Sue Blumer

Jo Madonna reported that there have been difficulties posting the announcement of the scholarship. The current recipient will be at the Annual Meeting to talk about the importance of the scholarship to her. Connie McNeill reported that there have been difficulties coordinating with the ASU Scholarship Office with regard to pre-screening of applicants for eligibility and need.

Video History Project – Dave Scheatzle

Dave reported that the most recent interview was of David Schwalm who provided information about the beginnings of the West and Polytechnic campuses. Additional interviews have been scheduled,

Events Committee & Subcommittee Reports

Events Committee Coordination – Barry McNeill

No report.

Luncheons & Special Events – Barbara Bradford Eschbach

Joyce Hartman Diaz reported that the wine tasting was a successful event.

Seminars – Jan Thompson

Jan reported that the seminar on the Brain was fully attended. The next Seminar is on 19 March and will concern tax issues for retirees.

Pre-retirement Seminar – Trudy Perez

Jo Madonna reported that in her visits to campuses, she encounters many individuals who are planning to retire and have questions regarding the

process and issues. She encouraged the Association to move forward rapidly with pre-retirement seminars.

Travel – Gary Anderson

Gary reported the 4 Corners trip is set for 21 April.

Mid-May: trip to China, 21 days. 22 people are signed up for this trip, with a capacity of 22 – 24, with 2 slots available.

Gary Kleemann reported that 12 people have signed up for the trip to Italy, with four places open.

The Committee is identifying travel opportunities for the Fall.

Finance Committee – Connie McNeill

Connie indicated that there were no changes to report.

Book Collection – Mary Stevens

Jo Madonna reported that the Fourth Quarter 2014 ASURA Profit Amount was \$548.64

Government Liaison Council

ASRS General – Larry Carlson

Larry reported that he met with Legislative liaisons and found there were a number of bills they are concerned about.

Jo Madonna asked about ASRS pre-retirement sessions and Larry noted that getting adequate information is very difficult. He feels that ASRS would be willing to assist with information sessions for retirees and pre-retirees.

Legislature – Hal White

Hal indicated that Abby's report covered the issues thoroughly. Hal and his committee are working on relationships with legislators and staff.

Connie McNeill indicated that the ASURA website has links to help Association members identify their Legislators. They are also discussing issues to be raised next year and working on contact with NAU and the UofA.

Alan Johnson reported that a study committee of the Regents is looking into health insurance and retirement programs. They will submit a report next fall and propose legislation as needed.

Health Insurance Liaison Council

ADOA – Art Ashton, Larry Carlson

No report.

ASRS – Joyce Hartman Diaz

Joyce reported that ASRS is sending some information for *Prime Times* to assist people in understanding which health programs they are enrolled in. Discussion ensued regarding the best time to publish this information, with the recommendation to publish it in the summer and fall.

Membership and Communications Committee – Subcommittee Reports

Membership Update – Dave Schwalm

Dave reported that the membership levels are stable at this time. Connie McNeill noted that attendance at events is up and more people are volunteering. Log-ins on the website have also increased. Additional donations are down from last year.

Prime Times – Jeannette Robson, Wilma Mathews

Wilma noted the submission dates for upcoming issues of *Prime Times* and encouraged contributors to submit photos along with articles. Jeannette encouraged people to submit more “want ads.”

Obituaries – Becky Reiss

No report.

Website and Database – Connie McNeill

No report.

VIII. New Business

Announcement about Board Election Ballot Results – Barry McNeill

Barry reported that five new Board members have been elected: Barry Bruns, Bev Buddee, Bob Francis, Larry Mankin, and Barbara White. He noted that we have an excellent new Board for next year.

Barry thanked the nominating Committee for their work. He reported that the percentage of ballots returned by those who received ballots by USPO was significantly higher than from those members who received e-mail ballots.

Proposal to purchase promotion items for event giveaways – Hal White

Hal commented that at the Legislative Day activity everyone was giving away items that remind people of their organizations. He and the legislative liaison group believe the Association should have some appropriate give-away items, and asked the Board for permission to acquire such items. Jeri Meeks suggested that the items relate to the activities we have underway each year. Jo Madonna suggested that during the visits to the staff BBQ’s, they also thought it would be helpful to have some items to distribute to attendees. Larry Carlson noted that these items are relatively inexpensive and ASU has expanded the number of vendors authorized to use the university logo. Joyce Hartman Diaz suggested that we describe the video history program on a small give-away card with the web address to locate the clips. Other ideas that arose included cd’s and thumb drives.

Bill Stasi moved that the issue be researched and a recommendation be brought to the Board regarding promotional items and costs. MSPassed.

Brief comment – Bill Stasi

Bill's term as Board member is finishing and he thanked the Board and various individuals for the opportunity to serve and participate in various activities. Jo Madonna and the Board thanked Bill for his many contributions to ASURA.

Report on Staff BBQ at Tempe and West Campuses – Jo Madonna

Jo reported that along with Bill Stasi and a new ASURA member she attended staff BBQs at Tempe and West campuses where they were able to raise awareness of ASURA and retirement activities and benefits. She feels that these outreach activities are very important to the staff and to ASURA. Bill Stasi seconded Jo's remarks.

Reminder Announcement about Annual Report Deadline – Jo Madonna

Jo reminded the group of the upcoming deadlines for annual reports.

She asked if there were topics that needed to be highlighted in the *ASURA E-News*. Suggestions included a greater emphasis on advocacy, information on proposed legislation affecting the universities, retirement and health benefits. Alan Johnson noted that the Association is limited in the number of issues it can appropriately address.

IX. Unfinished Business

Jo Madonna reminded the group about the Volunteer Luncheon on 25 March.

X. Announcements

Annual Meeting – April 18, 2015, Alumni Lounge, Memorial Union

Next Board Meeting – May 13, 2015, 10:00 a.m., CSB 203

XI. Meeting Adjournment

MSPassed to adjourn at 11:32.

Account Categories	Proposed Budget	Actual YTD Amount	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	35,760	35,760	
Current Year Revenue			
Event Registration Fees & Donations Collected		1,770	
Membership Dues	16,000	6,570	total donations - \$7390
General Operations Donations	1,400	820	total donations cleared - \$7390
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	-370	
Total ASURA Operations Current Year Revenue	16,847	9,095	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Annual Report	120		
Bylaws & Ballots	350	172	
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	1,205	
AROHE Membership Dues	180		
Lobbyist Registration Fee	0	25	
Foundation Transaction Fees	800	79	
Transfer to Video History Project	5,000	5,000	
Total ASURA Operations Expenses	26,286	21,760	
Increase (Decrease) in Fund Balance for Current Year	-9,439	-12,665	
Uncommitted ASURA Operations Funds	26,321	23,095	

Public Affairs Income			
Balance Forward	73	73	
Current Year Allocation	7000	7000	
Total Public Affairs Current Year Revenue	7073	7073	
Expenses Charged to Allocation			
Office Supplies	400	525	
Prime Times Fall & Spring	2,400	2,027	allow for more pages than last year
Room Fees	450	175	
Conference Room Projection Screen	2,000		Project cancelled
Copier/FAX Equipment Annual Lease	1,250	1,203	
8.5% Administrative Service Charges	553	247	
Total Subsidized Expenses	7,053	4,177	
Uncommitted PA Funds For Operations	20	2,896	

Special Projects			
Special Projects - Income			
Balance Forward	2,367	2,367	
Current Year Revenue			
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	
Total Special Projects Current Year Revenue	260	702	
Special Projects - Expenses			
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	
Total Special Projects Expenses	1,952	1,997	
Increase (Decrease) in Fund Balance for Current Year	-1,692	-1,295	
Uncommitted Special Projects Funds	675	1,072	

Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	515	515	
Current Year Revenue			
Adopt-A-Family Donations	950	565	donations cleared - \$540
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
Total Adopt-A-Family Current Year Revenue	2,403	2,038	
Adopt-A-Family - Expenses			
Adopt-A-Family	2,000	1,418	
Foundation Transaction Fees	15	0	
Total Adopt-A-Family Expenses	2,015	1,418	
Increase (Decrease) in Fund Balance for Current Year	388		
Uncommitted Adopt-A-Family Funds	902	1,135	

Video History			
Video History - Income			
Balance Forward	1,755	1,755	
Current Year Revenue			
Video History Donations	600	550	
1/2 of Book Drive Income	150	318	
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
Total Video History Current Year Revenue	5,848	5,973	
Video History - Expenses			
Production	3,000	191	
Equipment	300	0	
Foundation Transaction Fees	100	11	
Total Video History Expenses	3,400	202	
Increase (Decrease) in Fund Balance for Current Year	2,448	5,772	
Uncommitted Video History	4,202	7,526	

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

Scholarship Endowment Fund			
Scholarship Endowment - Principal			
Endowment Balance July 1	51,354	51,354	
Invested Funds Gain (-Loss)	6,700	-846	
Transfer to Scholarship Endowment - Spending	-1,500	-1,473	
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	1,020	
5% Gift Assessment	-100	-51	
Total Scholarship Endowment Principal	59,142	50,798	
Scholarship Endowment - Spending			
Balance July 1	1,260	1,260	
1/2 of Book Drive Income	150	318	
1/2 Book Drive Proceeds - Transfer from Spec Proj	128	128	Per book drive advertisements, FY 2013 income
Payout from Endowment	1,500	1,473	
Reinvest in Endowment	-1,388	-1,388	
Management Fees	0	-6	
Total Scholarship Endowment Spending	1,650	1,785	
Total Scholarship Endowment	60,792	52,583	

ASURA Event Report

2/28/2015

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
Luncheon & Wine Tasting	03/05/15	330.00	0.00	0.00	0.00	0.00	0.00	330.00
Landscapes of the 4-Corners	04/22/15	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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 -59.54

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

**Proceeds from Bake Sale

ASURA MEMBERSHIP TOTALS

2015 Membership Year

Counts	As of 3/4/2015	As of 3/4/2014	This Yr -Last Yr	More Counts	As of 3/4/2015	As of 3/4/2014	This Yr -Last Yr
Current-year Members	570	612	-42	By Former Employment Category			
Renewals from prior years (any prior year)	522	540	-18	Faculty and Faculty w/ Admin Appt	266	279	-13
Introductory members	48	72	-24	Academic Professional	37	40	-3
Paid for the current year, now deceased	6	7	-1	Staff	162	190	-28
				University Staff (Service Professional)	76	72	4
Last Year's Members - Not Renewed	107	65	42	Administrative	29	30	-1
Members last year, now deceased	8	6	2				
				Having an Arizona Address	521	552	-31
By Retired-from Organization				Level of Activity			
Retired from ASU	550	599	N/A	Checked at least one volunteer area	97	80	17
Retired from another university	0	0	N/A	Attended at least one event this year	161	145	16
Former ASU employee, retired elsewhere	3	0	N/A	Attended an event ever	289	274	15
Still employed at ASU	17	13	N/A	Logged in to Members-only Site (ever)	102	77	25
				Made an additional donation this yr	164	189	-25
By (Approx.) Time Since First Joining				Non-members in Database			
Members for 0-2 Years	72	97	-25	Was a member at some time	293	329	-36
Members for 3-5 Years	90	125	-35	Never a member	725	864	-139
Members for 6-10 Years	192	170	22				
Members for more than 10 Years	216	220	-4				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	418	431	-13				
Obituary Notices (e-mail)	334	347	-13				
Prime Times (US Post)	529	590	-61				
Other ASURA Communications (e-mail)	387	415	-28				
None of The Above	12	6	6				

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 dues in the current fiscal year.