

MINUTES OF 10 OCTOBER 2017
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING

Board Members Present: Bev Buddee, Jay Butler, Betty Landon, Larry Mankin, Jeri Meeks, Don Nilsen, Kathleen Renshaw, Pat Schneider

Board Members Absent: Anthony Brazil, Barry Bruns, Connie McNeill, Bill Moor, Tara Fuchs Roesler, Dave Schwalm,

Ex-Officio Members Present: Don Nilsen, Stephanie Salazar

Committee Chairs Present: Bev Buddee, Barry McNeill, Jeannette Robson, Bonnie Scheall, Joy Shearman

Executive Staff Present: Carolyn Minner

Guests Present: None

I. CALL TO ORDER

President Meeks called the meeting to order at 10:00 a.m.

II. INTRODUCTION AND WELCOME GUESTS

President Meeks welcomed the Board and introduced Stephanie Salazar as University Affairs Liaison and Bonnie Scheall as Committee Chair for Luncheons and Special Events. Norm Bertram, NAURA President was unable to attend due to a meeting conflict. President Meeks hopes he can attend the next time.

III. ADOPTION OF TODAY'S AGENDA

Motion passed to unanimously adopt today's agenda.

IV. REVIEW AND APPROVAL OF THE MINUTES OF 12 SEPTEMBER 2017 BOARD MEETING

Motion to Approve with corrections.

V. FINANCIAL REPORT/TREASURER'S REPORT -- Bill Moor, Carolyn Minner

The Annual Financial Report was in the form of a handout distributed to the board members.

VI. EX-OFFICIO REPORTS

- **ASU Alumni Association -- Rhonda McClintock**

No report.

- **Emeritus College Liaison -- Don Nilsen**

No report.

- **Human Resources -- Judy Cato**
No report.
- **University Club Liaison -- Tara Fuchs Roesler**
No report.
- **University Affairs Liaison -- Stephanie Salazar**
Stephanie introduced herself as the Executive Director of State Legislative Affairs in the Office of Government & Community Engagement with 17 years of experience in the areas of government and legislative affairs. Stephanie mentioned that the Legislative Session will begin in January 2018. Legislative Initiatives for 2018 are:
 - 50/50 In-State Resident Model-4 year phase in plan, current state funding is at 34% with a goal of 50% state investment. FY 2019, \$63M for current students, \$14M for student growth enrollment. Total request \$77M.
 - Restoration of HITF funds sweeps from last year (health care), \$22M restored.

Stephanie's office is working with DACA students. She imagines some tuition cap bill will be seen this session. There was a brief Q & A session after which Stephanie directed the board members to the Board of Regents web site for additional information.

- **University Senate -- Tom Schildgen**
No report.
- **University Staff Council -- Katie Aguilar**
No report.

VII. STANDING COMMITTEE REPORTS

A. Community Outreach Committee -- Subcommittee Reports

- **Adopt-A-Family -- Joan Leard**
No report.
- **Scholarship Committee -- Joy Shearman**
No report. However, Barry McNeill asked to have another discussion to increase the scholarship to \$10,000. Last year's scholarship was \$5,000. Barry, as part of the Finance Committee, indicated that the fund is healthy and there is adequate

cash reserve to fund the increase. A decision to increase the scholarship has to be made before the November 14, meeting. President Meeks presented a motion to increase the scholarship to \$10,000 for next year. The motion was seconded and unanimously approved.

- **Video History Project - Dave Scheatzle**

No report.

B. Events Committee and Subcommittee Reports

- **Events Committee Coordination -- Barry McNeill**

No report.

- **Luncheons and Special Events -- Bonnie Scheall**

Bonnie spoke about her history and experience with luncheons and special events. She e-mailed 13 individuals to solicit their participation in this committee; she heard back from three who indicated interest in helping. She is open to suggestions for speakers and events. A possible speaker for spring might be Matt Salmon. She spoke of a few possibilities for events, e.g., storytelling, wine tasting.

- **Seminars -- Bev Buddee, Trudy Perez**

Bev mentioned everything is on track for the 26 October 2017 Open Enrollment Health Care seminar to be held in the Community Room of the Tempe History Museum from 10:00 - noon. Current enrollment count is at 113; she will check room capacity. A discussion ensued regarding ADOA and ASRS health insurance comparisons. Both plan benefits can be found on the ASRS web site.

Pre-Retirement Seminars -- Trudy Perez

No report.

- **Travel -- John Brock**

No Report. (A handout was made available detailing upcoming events.

E-flyer for these events will be released soon by the committee.)

C. Finance Committee -- Bill Moor

No report.

- **Book Collection -- Mary Stevens**

No report.

D. Government Liaison Council

- **Legislature -- Jeri Meeks**

A Tri-University Retirees Association meeting will be held from 10:00 - noon on October 23, at the ASU Decision Theater located at the Orchid House in downtown Tempe. The special topic will be advocacy issues at state and local levels. After the meeting, attendees will meet up for lunch at Z-Tejas Southwestern Grill on 6th Street in Tempe.

- **ASRS Liaison -- Dick Jacob**

No report.

- **ADOA Liaison -- Larry Carlson**

No report.

E. Health Insurance Liaison Council

- **ADOA -- Larry Carlson**

No report.

- **ASRS -- Tara Roesler Fuchs**

No report.

F. Membership and Communications Committee -- Subcommittee Reports

- **E-News -- Barry McNeill**

A proposal prepared by Barry for a Small Group Activities section in *E-News* will allow members to post requests to gather friends for activities such as golf, reading, quilting, etc. with the requestor as the point of contact for the small group. Also, the ad will run for three months and then be removed unless the requestor asks to have it withdrawn sooner. A motion was made to approve the proposal. Motion was seconded and unanimously approved.

- **Membership Update -- Dave Schwalm**

No report.

- **Obituaries -- Becky Reiss**

No report.

- **Prime Times -- Jeannette Robson**

A color copy of *Prime Times* will be available to members on the ASURA web site. Jeanette asked that we let her know if anyone would be interested in working on *Prime Times*.

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

No report.

VIII. Unfinished Business

2017-2018 Annual Meeting Location.

President Meeks discussed the consideration of a room at the Phoenix Art Museum for the Annual Meeting in April 2018. The room is free and available on April 26, 2018. Considerations for this site include free parking, a sound system, linens, natural lighting, light rail access in Central Phoenix, and catering by the museum's cafe staff. One condition by the museum is that someone from their organization's Retirees Engagement Panel speak for 15-20 minutes. President Meeks will pursue getting this site.

Emeritus College Book Club

It was suggested this club should be a small group activity. President Meeks will contact and inform Hal White (who initiated this project) of this recommendation.

Finance Committee Report-- Fund Raising Options

No report. Carry over to next board meeting.

Bob Francis' Replacement

Not discussed. This item will carry over to the next board meeting.

IX. New Business

Betty Landon, Board Secretary, will be using a recorder to help with the recording of the Minutes commencing on November 14, 2017. The board meeting recording will be deleted after the minutes have been approved at the next month's meeting. We will not archive the recordings.

Pat Schneider has volunteered to attend the ASURA Staff Barbecue at the Polytechnic Campus on 14 November, 2017 which coincides with our next board meeting.

X. Announcements:

President Meeks noted the new office schedule. She mentioned there is an opening on Monday mornings. If anyone knows of someone who can fill this position please inform Linda Van Scoy.

Next meeting is 14 November 2017

XI. Meeting Adjournment

Meeting adjourned at 11:08 a.m.

Account Categories	Proposed Budget	Actual YTD Amount	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	28,933	28,933	
Current Year Revenue			
Event Registration Fees & Donations Collected	3,450	0	
Membership Dues	14,000	4,620	
General Operations Donations	2,500	285	
Holiday Bake Sale 2017	150	0	
5% Gift Assessment	-825	-245	
Total ASURA Operations Current Year Revenue	19,275	4,660	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Annual Meeting	100	0	
Membership Drive	200	646	
Prime Times	400	307	
<i>Event Costs</i>			
Paid Events	3,000	180	Tovrea Castle (April 2018 Tours)
Meet & Greet (Refreshments)	400	33	
Seminars	150	0	
Holiday Potluck & Fundraiser	100	0	
<i>Other Operations Costs</i>			
Scholarship Award	2,177	2,177	Revised award to \$5000
Business Luncheons & Service Appreciation	300	0	
Technology Services	1,245	0	Wild Apricot & Zenfolio - Pantheon moved to ASU Allocation
Office Equipment & Supplies	2,000	10	
Marketing Tools	1,000	0	
Lobbyist Registration Fee	50	0	
Foundation Transaction Fees	200	0	
Transfer to Adopt-A-Family	400	0	
Total ASURA Operations Expenses	11,722	3,353	
Increase (Decrease) in Fund Balance for Current Year	7,553	1,307	
Uncommitted ASURA Operations Funds	36,486	30,240	

General University Allocation (HR)			
Balance Forward	449	449	
Current Year Allocation	7000	7000	
Total General University Current Year Revenue	7,449	7,449	
Expenses Charged to Allocation			
Annual Report	100	0	
Bylaws & Ballots	250	0	
Annual Meeting	800	0	Catering
Meet & Greet Luncheon (Printing/mailling invitation)	200	0	
Office Equipment & Supplies	775	0	
Prime Times Fall/Spring/Summer	2,000	365	
Room Fees	100	100	
Copier/FAX Equipment Annual Lease	1,143	1,153	
Membership Drive	1,250	0	
Technology Services	259	258	Pantheon Web Hosting
8.5% Administrative Service Charges	572	155	
Total Subsidized Expenses	7,449	2,031	
Uncommitted General University Funds For Operations	0	5,417	

Special Projects			
Special Projects - Income			
Balance Forward	238	238	
Current Year Revenue			
Friends/Phx Library Book Sale Net Income	1,500	69	
Total Special Projects Current Year Revenue	1,500	69	
Special Projects - Expenses			
Transfer out 1/2 of Book Sale Income to Scholarship	750	0	
Transfer out 1/2 of Book Sale Income to Video History	750	0	
Foundation Transaction Fees	100	0	
Total Special Projects Expenses	1,600	0	
Increase (Decrease) in Fund Balance for Current Year	-100	69	
Uncommitted Special Projects Funds	138	307	

Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	703	703	
Current Year Revenue			
Adopt-A-Family Donations	1,200	215	
5% Gift Assessment	-60	-11	
Transfer from Operations	400	0	
Total Adopt-A-Family Current Year Revenue	1,540	204	
Adopt-A-Family - Expenses			
Adopt-A-Family	2,000	0	
Total Adopt-A-Family Expenses	2,000	0	
Increase (Decrease) in Fund Balance for Current Year	-460	204	
Uncommitted Adopt-A-Family Funds	243	908	

Video History			
Video History - Income			
Balance Forward	8,861	8,861	
Current Year Revenue			
Video History Donations	1,200	415	
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	750	0	
5% Gift Assessment	-60	-21	
Total Video History Current Year Revenue	1,890	394	
Video History - Expenses			
Equipment & Supplies	100	0	
Electronic Storage Space	400	382	Premiere Pro CC Licenses (2 x \$185+tax)
Transcripts for Interviews (15 @ \$150)	2,250	0	
Total Video History Expenses	2,750	382	
Increase (Decrease) in Fund Balance for Current Year	-860	12	
Uncommitted Video History	8,001	8,872	

Scholarship Endowment Fund			
Scholarship Endowment Principal (40003616)			
Balance July 1	57,759	57,759	
Invested Funds Gain (-Loss)	5,000	1,199	
Payout to Endowment Spending - FY17	-1,500	0	
Current-Year Contributions	2,000	328	
Foundation Management Fees	-740	-781	
Total Scholarship Endowment Principal	62,519	58,505	
Scholarship Endowment Spending (70003616)			
Balance July 1	2,824	2,824	
Payout from Endowment Principal - FY17	1,500	0	
Transfer from Special Projects (Book Sale Proceeds)	750	0	
ASU Scholarship	-2,823	-2,823	
Total Scholarship Endowment Spending	2,251	1	
Total Scholarship Endowment	64,770	58,506	

ASURA Event Report
9/30/2017

Event	Date	Registration Fees		Event Costs				
		Collected	Refunded	Travel & Related	Food, Entertainment & Related	Lodging & Related	Other	Net Gain/Loss
Meet & Greet Luncheon	09/12/17	0.00	0.00	0.00	32.89	0.00	0.00	-32.89
Fall Luncheon	10/09/17	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*Fundraiser Holiday Potluck	12/14/17	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tovrea Castle Tours	04/06/18	0.00	0.00	0.00	180.00	0.00	0.00	-180.00
Net gain (loss) - all completed non-fundraising events								-32.89
Net gain (loss) - all non-fundraising events								-212.89

Proposal for Facilitating Small Group Activities

Background

At this year's Meet & Greet one of the attendees approached Jeri Meeks and asked if there was a way to contact people who might like to play golf. The answer was "no, not currently". But this request seemed like a reasonable thing for ASURA to facilitate and not only for golf. There are a variety of small group activities that members might be interested in creating and/or participating in, e.g., gardening enthusiasts, cooking clubs, cards, hiking, book club, etc.

About five years ago ASURA had a similar type request. The Executive Committee discussed the possibility of creating an electronic kiosk on the ASURA website that would allow members to post their requests. The overhead involved in maintaining such a site was more than ASURA wanted to do and the idea was dropped. Since then Enews has come along and offers an opportunity to implement a process to facilitate the creation of small group activities.

Proposal

Create a Small Group Activities section in *Enews* that allows members to post their requests for members interested in some small group activity.

Process

1. A member who wants to organize a small group activity writes to the Enews editor with the request. The request should include:
 - a. The organizer's name
 - b. Contact information, phone, email, and/or both
 - c. If germane to the activity a general location, e.g., east valley, Tempe, etc.
 - d. A short description of activity
2. The Enews editor will review the request to ensure it is an appropriate Classified Ad, i.e., that it is for a small group activity.
3. If the item is acceptable it will be added to the next Enews publication.
4. Ads will run for three months and then be removed unless the requestor asks to have it withdrawn sooner.
5. Ads may be re-submitted after a month "off".

ASURA MEMBERSHIP TOTALS

2017 Membership Year

Counts	As of 10/4/2017	As of 10/4/2016	This Yr -Last Yr	More Counts	As of 10/4/2017	As of 10/4/2016	This Yr -Last Yr
Current-year Members	597	460	137	By Former Employment Category			
Renewals from prior years (any prior year)	421	400	21	Faculty and Faculty w/ Admin Appt	261	218	43
Introductory members	176	60	116	Academic Professional	38	29	9
Paid for the current year, now deceased	1	1	0	Staff	155	124	31
				University Staff (Service Professional)	116	64	52
Last Year's Members - Not Renewed	119	147	-28	Administrative	27	25	2
Members last year, now deceased	8	12	-4				
				Having an Arizona Address	556	425	131
By Retired-from Organization				Level of Activity			
Retired from ASU	576	446	N/A	Checked at least one volunteer area ²	126	119	7
Retired from another university	2	0	N/A	Attended at least one event this year	90	49	41
Former ASU employee, retired elsewhere	4	5	N/A	Attended an event ever	286	243	43
Still employed at ASU	15	9	N/A	Logged in to Members-only Site (ever)	145	118	27
				Made an additional donation this yr	126	128	-2
By (Approx.) Time Since First Joining				Non-members in Database			
Members for 0-2 Years	216	85	131	Was a member at some time	188	234	-46
Members for 3-5 Years	52	44	8	Never a member	478	576	-98
Members for 6-10 Years	129	146	-17				
Members for more than 10 Years	200	185	15				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	492	348	144				
Obituary Notices (e-mail)	284	274	10				
Prime Times (US Post)	540	406	134				
Other ASURA Communications (e-mail)	442	286	156				
None of The Above	8	10	-2				

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.

²The method used to calculate this number was modified in September 2016.

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.

**STAFF OFFICE SCHEDULE
2017-2018 ACADEMIC YEAR**

MONDAY

9:00 - 12 Noon

Position open at this time

1:00 - 4:00 p.m.

Jeannette Robson

TUESDAY

9:00 - 12 Noon

Nancy Lesko

1:00 - 4:00 p.m.

Linda Van Scoy

WEDNESDAY

9:00 - 12 Noon

Tara Roesler

1:00 - 4:00 p.m.

Bev Buddee

THURSDAY

9:00 - 12 Noon

Bonnie Scheall

1:00 - 4:00 p.m.

Linda Whatley

FRIDAY

CLOSED YEAR ROUND