

MINUTES OF 14 NOVEMBER 2017
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING

Board Members Present: Anthony Brazel, Barry Bruns, Bev Buddee, Jay Butler, Betty Landon, Larry Mankin, Connie McNeill, Kathleen Renshaw, Tara Fuchs Roesler

Board Members Absent: Jeri Meeks, Bill Moor, Don Nilsen, Pat Schneider, Dave Schwalm,

Ex-Officio Members Present: Katie Aguilar, Stephanie Salazar

Committee Chairs Present: Bev Buddee, Dick Jacob, Barry McNeill, Connie McNeill, Bonnie Scheall, Joy Shearman

Executive Staff Present: Carolyn Minner

Guests Present: Jo Madonna

I. CALL TO ORDER

Vice President Tara Fuchs Roesler called the meeting to order at 10:03 a.m.

II. INTRODUCTION AND WELCOME GUESTS

Vice President Fuchs Roesler welcomed the Board and asked that each member introduce themselves.

III. ADOPTION OF TODAY'S AGENDA

Motion to approve with adjustments carried.

IV. REVIEW AND APPROVAL OF THE MINUTES OF 10 OCTOBER 2017 BOARD MEETING

Motion to approve with adjustments carried.

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

The financial report was in the form of a handout distributed to the board members. Approval to fund the scholarship in the amount of \$10,000 will be in next year's budget. A motion was introduced to approve the budget. The motion carried with unanimous approval.

VI. EX-OFFICIO REPORTS

- **ASU Alumni Association -- Rhonda McClintock**
No report.

- **Emeritus College Liaison -- Don Nilsen**
No Report from Don. However, a board member announced that preparation is underway for the Twelfth Annual Emeritus College Symposium titled "Arts in a STEM (Science, Technology, Engineering and Mathematics) World" will be held on Saturday, November 18, 2017 at the Carson Ballroom, Old Main, ASU Tempe Campus. Members of ASURA are cordially invited to attend. There will be 16 presentations by members of the College.
- **Human Resources -- Judy Cato**
No report.
- **University Club Liaison -- Tara Fuchs Roesler**
Tara mentioned there is one more home game (November 25, 2017) and encouraged everyone to attend the tailgate party at the University Club.
- **University Affairs Liaison -- Stephanie Salazar**
Stephanie indicated there were no new items to report. Her office continues working on the initiatives described in the 12 October 2017 minutes. The Legislature convenes the 2018 session, with Governor Ducey, on January 8, 2018.
- **University Senate -- Tom Schildgen**
Twelve of the past senate presidents had a lunch meeting the week prior and the two longest tenures at ASU were Mort Munk and Carleton Moore. The goal is to utilize the level of experience that this group has when unique issues arise.
- **University Staff Council -- Katie Aguilar**
Katie reported that a letter requesting contributions to the United Way Campaign have been mailed to all current and retired employees of ASU.

VII. **STANDING COMMITTEE REPORTS**

A. **Community Outreach Committee -- Subcommittee Reports**

- **Adopt-A-Family -- Joan Leard**
No report.
- **Scholarship Committee -- Joy Shearman**
Joy reported she contacted the Scholarship Office with information that the ASURA Board approved \$10,000 to fund the 2018-2019 scholarship. Joy was assured the scholarship would be posted for students to see.

- **Video History Project - Dave Scheatzle**

The Video History Group met to discuss and better understand meta data issues. It was agreed that all interviews should have a short abstract and a table of contents which would have time markers indicating where in the interview the item could be found. The discussion of what subject, aka Key Word, meta data was needed was begun. A follow-up meeting between Dave Scheatzle, Carl Cross, Linda Van Scoy and Barry McNeill to continue the Key Word discussion was planned.

John McIntosh and Dave Scheatzle visited the ASURA iMAC 2013 computer at the Apple sick bay in the Computer Commons Building. They were able to look at the file names on the hard drive but recovering them is another matter. Dave plans to pick up the repaired computer which will have a new hard drive with operating system, but will have to have the software applications reinstalled. After that repaired machine is up and running, a second computer (MAC 2011), which has tiling on the screen, should be taken in for repairs.

B. Events Committee and Subcommittee Reports

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

Barry has prepared training materials for the creation of free events on Wild Apricot. Carolyn Minner has completed the materials and is ready to help with the free events. Four others in the ASURA office have also indicated an interest in completing the training and they have been sent the training materials. Barry is hopeful of getting a crew of people who can handle ASURA events on Wild Apricot.

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

Bonnie said the December 14, Holiday Potluck is progressing well; notices went out today. Lots of help is coming from our members. There is no confirmed number of attendees at this time, but we may have approximately 60 attend. Planning a luncheon event in March is in the early stages. Bonnie spoke with Rob Spindler in November regarding an ASU Archive update, which would include Nancy Godoy, Curator of the Chicano Collection. They are working on a Community Archive Project to include not just ASU, but Arizona history as well. Bonnie will be working on setting a date, time, etc. shortly after the new year.

Seminars -- Bev Buddee, Trudy Perez

Bev announced that the October 26, 2017 seminar on healthcare, which was filled to capacity, went well. The next seminar entitled *Stress Reduction/Changing* is scheduled on Thursday, January 11, 2018, 10:00 - noon, Community Services Building, room 330.

Pre-Retirement Seminars -- Trudy Perez

No report.

- **Travel -- John Brock**

On Friday, 3 November 2017 a tour of the Polytechnic Campus was arranged. The tour of the Music Instrument Museum in northeast Phoenix was attended by three people representing ASURA on Sunday, November 12, 2017. It was a good tour with lots to see; the ancient Chinese instruments display was good. Due to the low turnout for the MIM tour, it was suggested that maybe events should not be held on weekends or holidays.

C. Finance Committee -- Bill Moor

No report.

- **Book Collection -- Mary Stevens**

No report.

D. Government Liaison Council

- **Legislature -- Jeri Meeks**

Refer to Stephanie Salazar's report.

- **ASRS Liaison -- Dick Jacob**

Dick provided a report of the ASRS Board of Trustees Meeting of 27 October 2017. No new policy legislative initiatives are being offered at this time. One item of interest which was presented by Director Paul Matson is a study on the current ASRS Health Insurance. Members insured by ASRS will be receiving a rebate of partial premiums paid, by the Agency's Retrospective Rate Agreement with United HealthCare. The Board agreed to distribute the excess from the past five years to currently insured membership in annual payments over the next five years. The amount to be distributed per insuree depends upon the particular policy. Dick provided answers to questions regarding the ASRS health coverage options. He said that there is a slight increase in premiums.

- **ADOA Liaison -- Larry Carlson**

No report.

E. Health Insurance Liaison Council

- **ADOA -- Larry Carlson**

No report. However, it was noted by Tara Roesler that open enrollment ends on November 17, 2017. As stated by ADOA, if no action is taken you will be dropped from your current coverage as of January 1, 2018 and you will no longer be eligible for ADOA coverage.

- **ASRS -- Tara Roesler Fuchs**
No report.

F. Membership and Communications Committee -- Subcommittee Reports

- **E-News -- Barry McNeill**
No report.
- **Membership Update -- Dave Schwalm**
No report. However, Tara mentioned that membership report shows renewals are on track. Ninety-nine have not renewed. Membership for those who have been in ASURA 3.5 years or more is going up.
- **Obituaries -- Becky Reiss**
No report.
- **Prime Times -- Jeannette Robson**
No report.
- **Web Site and Database -- Connie McNeill**
Connie reported that Jill Massara, a newly-retired member of ASURA, has volunteered to help ASURA members with computer and smartphone setup and problems in their homes. Jill will charge a nominal hourly rate for her service, so that she at least breaks even when considering her transportation cost. We have another member, Rick Wall, who has a business in computer support. He will also come to people's homes to provide assistance. He advertises now on the back cover of *Prime Times*. Rick charges less than most computer help businesses, but his rate is not a "volunteer" rate. Connie asked the Board's permission to put an article in *Prime Times* about Jill's offer. The article would include a mention of Rick as well. It would include a disclaimer like the one we have on the back of *Prime Times* now. The Board agreed that an article about this would be appropriate.

VIII. Unfinished Business

2017-2018 Annual Meeting Location.

The location for the annual meeting in April is the Phoenix Art Museum.

Finance Committee Report-- Fund Raising Options

It was reported that funds for the Video History Project are needed. Discussion will carry over to next board meeting.

Bob Francis' Replacement

It was recommended to not recruit for a replacement since Bob's term ends in April 2018. Position should be left open for now.

IX. New Business

No new business

X. Announcements:

Next meeting is 12 December 2017

City of Tempe will have a shredding event at 1320 E. University on Saturday, November 18, 2017 from 7:00 a.m. - 1:00 p.m.

XI. Meeting Adjournment

Meeting adjourned at 11:00 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	5,700	
General Operations Donations	2,500	380	
Holiday Bake Sale 2017	150	0	
5% Gift Assessment	-825	-303	
Total ASURA Operations Current Year Revenue	19,275	5,778	
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	423	
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	132	Parking for Tri-University Meeting
Technology Services	1,245	1,404	Wild Apricot & Zenfolio - Pantheon moved to ASU Allocation
Office Equipment & Supplies	2,000	58	
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	5,327	
Increase (Decrease) in Fund Balance for Current Year	7,553	451	
Uncommitted ASURA Operations Funds	36,486	29,384	

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
Meet & Greet Luncheon (Printing/mailling invitation)	200	0
Office Equipment & Supplies	775	0
Prime Times Fall/Spring/Summer	2,000	908
Room Fees	100	100
Copier/FAX Equipment Annual Lease	1,143	1,153
Membership Drive	1,250	0
Technology Services	259	258
8.5% Administrative Service Charges	572	201
Total Subsidized Expenses	7,449	2,621
Uncommitted General University Funds For Operations	0	4,828

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	3
Total Special Projects Expenses	1,600	3
Increase (Decrease) in Fund Balance for Current Year	-100	65
Uncommitted Special Projects Funds	138	303

Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	703	703	
Current Year Revenue			
Adopt-A-Family Donations	1,200	290	
5% Gift Assessment	-60	-15	
Transfer from Operations	400	0	
Total Adopt-A-Family Current Year Revenue	1,540	276	
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	276	
Uncommitted Adopt-A-Family Funds	243	979	

Video History			
Video History - Income			
Balance Forward	8,861	8,861	
Current Year Revenue			
Video History Donations	1,200	525	
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	750	0	
5% Gift Assessment	-60	-26	
Total Video History Current Year Revenue	1,890	499	
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	116	
Uncommitted Video History	8,001	8,977	

Scholarship Endowment Fund			
Scholarship Endowment Principal (40003616)			
Balance July 1	57,759	57,759	
Invested Funds Gain (-Loss)	5,000	1,767	
Payout to Endowment Spending - FY17	-1,500	0	
Current-Year Contributions	2,000	390	
Foundation Management Fees	-740	-781	
Total Scholarship Endowment Principal	62,519	59,134	
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	59,135	

ASURA Cash Reserve Analysis

	2017-18 Projected	2016-17 Actual	2015-16 Actual	2014-15 Actual
Financial Health				
Income	32,279	30,302	30,150	35,657
Expense	27,034	26,182	30,664	41,721
Gain/Loss for Year	5,245	4,120	-514	-6,064
Balance Forward - Start of Year	39,184	39,184	35,579	34,851
Cash Reserve Analysis				
Scholarship	2,177	7,085	10,000	10,000
1/2 prior year adjusted expenses	13,091	15,332	20,861	16,243
Total To Reserve	15,268	22,417	30,861	26,243
Excess Funds Analysis				
Balance Forward	39,184	39,184	35,579	34,855
Less Cash Reserve	15,268	22,417	30,861	26,243
Net Excess Funds	23,916	16,767	4,719	8,613
Endowed Scholarship Fund -start of year	62,519	57,759	51,785	51,354

ASURA
Financial Health Worksheet

2016-17 Actual		2015-16 Actual	
2016-17 Actual	35,065	Balance forward from 2014-15	35,579
2016-17 income	30,302	2015-16 income	30,150
2016-17 expense	26,182	2015-16 expense	30,664
Balance forward to 2017-18	39,185	Balance forward to 2016-17	35,065
Balance forward from 2015-16	35,065	Balance forward from 2014-15	35,579
Net gain/loss for 2016-17	4,120	Net gain/loss for 2015-16	-534
Balance forward to 2017-18	39,185	Balance forward to 2016-17	35,045
2016-17 income	30,302	2015-16 income	30,150
Subtractions from income		Subtractions from income	
Event Registration Fees	3,414	Event Registration Fees	2,649
Xfr from SP to VH	618	Xfr from SP to VH	1,131
xfr from Operations to Adopt-A-Family	600	xfr from Operations to Adopt-A-Family	400
		xfr from History Book to Operations	444
Total Income	25,670	Total Income	25,526
2016-17 expense	26,182	2015-16 expense	30,664
Subtractions from expense		Subtractions from expense	
Paid events	2,976	Paid events	2,649
Xfr 1/2 of Book Sale to VH	618	Xfr 1/2 of Book Sale to VH	1,131
xfr from Operations to Adopt-A-Family	600	xfr from Operations to Adopt-A-Family	400
		xfr from History Book to Operations	444
Total expense	21,988	Total expense	26,040
Income - Expense	3,682	Income - Expense	-514
Balance Forward 2017-18	38,747	Balance Forward 2016-17	35,065

ASURA
Financial Health Worksheet

2014-15 Actual		2013-14 Actual	
Balance forward from 2013-14	40,915	Balance forward from 2012-13	47,185
2014-15 income	35,657	2013-14 income	47,049
2014-15 expense	41,721	2013-14 expense	53,318
Balance forward to 2015-16	34,851	Balance forward to 2014-15	40,916
Balance forward from 2013-14	40,915	Balance forward from 2012-13	47,185
Net gain/loss for 2014-15	-6,065	Net gain/loss for 2013-14	-6,270
Balance forward to 2015-16	34,850	Balance forward to 2014-15	40,915
2014-15 income	35,657	2013-14 income	47,049
Subtractions from income		Subtractions from income	
Event Registration Fees	2,010	Event Registration Fees	14,288
Xfr from SP to Adopt	1,500	Golf tournament	7,235
Xfr from SP to VH	446	Xfr from Opns to Adopt	1,000
Xfr from Opns to VH	5,000	Xfr 1/2 golf from SP to VH	1,304
Total Income	26,701	Additions to income	
 		Net paid events	426
2014-15 expense	41,721	Net golf tournament	2,568
Subtractions from expense		Total Income	26,216
Paid events	2,014	 	
Xfr from Opns to VH	5,000	2013-14 expense	53,318
Xfr 1/2 of Book Sale to VH	446	 	
Xfr from Opns to Adopt	1,500	Subtractions from expense	
 		Paid events	13,862
Total expense	32,761	Xfr from Opns to Adopt	1,000
 		Golf tournament	4,667
Income - Expense	-6,060	Xfr 1/2 golf from SP to VH	1,304
Balance Forward 2015-16	34,855	Total expense	32,485
		Income - Expense	-6,269
		Balance Forward 2014-15	40,916

ASURA Event Report
10/31/2017

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	422.73	0.00	0.00	-422.73
Musical Instrument Museum	11/12/17	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 <u>completed</u> non-fundraising events								-422.73
Net gain (loss) - all non-fundraising events								-602.73

Travel Committee Report

ASU Retirees tour of the Polytechnic Campus, Friday, November 3, 2017



Algae farm at ASU Polytechnic, one of many interesting sights and presentations we enjoyed

Eighteen ASU Retirees spent about six and a half hours having a wonderful tour of the ASU Polytechnic campus. Some arrived via the ASU shuttle service which is a good way to travel. The tour began at about 10 AM. We started at the Technology Center and were given a short overview of the ASU Polytechnic campus from its conception to present. We then visited a wearable robotics lab (assisted human movement, like walking) which was followed by a presentation about manufacturing assistance from engineering and technology and how that is advancing with interaction with private industries including the medical professions. Also included in the Technology center was a show and tell about Graphics Information and current printing technologies. We then went to the chemistry and biological science labs in the San Tan building, seeing modern laboratory settings. We had a good lunch (all you can eat!) at the Citrus Dining facility, and this provided some rest (the Polytechnic campus has a big footprint). We proceeded to ISTB 3 where we heard about Human Systems Engineering projects dealing with “big data” for detecting computer hacking and managing drone aircraft. Our last, but not the least presentation was at the algae / biofuels lab. We learned there that algae are in our lives daily and by selecting algae species they form oils that can be easily be converted to diesel, jet fuel, and gasoline. Once processed for biofuel, the algae bodies that can be used as organic fertilizers or livestock feeds. We finished the tour by seeing some of the outdoor algae production facilities, and the site is a national “test bed” for this developing industry. Another item that was impressive is the campus landscaping which is dominated by desert vegetation, with many native trees. We want to thank our hosts, especially Anna Wales, of the Polytechnic School, who helped arrange the tour.

John Brock, ASU RA Travel Committee Chair

ASURA MEMBERSHIP TOTALS

2018 Membership Year

Counts	As Of 11/8/2017	As Of 11/6/2016	This Yr -Last Yr	More Counts	As Of 11/8/2017	As Of 11/6/2016	This Yr -Last Yr
Current-year Members	666	510	156	By Former Employment Category			
Renewals from prior years (any prior year)	441	449	-8	Faculty and Faculty w/ Admin Appt	281	244	37
Introductory members	225	61	164	Academic Professional	42	31	11
Paid for the current year, now deceased	1	1	0	Staff	176	137	39
				University Staff (Service Professional)	139	71	68
Last Year's Members - Not Renewed	99	98	1	Administrative	28	27	1
Members last year, now deceased	8	12	-4				
				Having an Arizona Address	622	471	151
By Retired-from Organization				Level of Activity			
Retired from ASU	643	494	N/A	Checked at least one volunteer area	129	121	8
Retired from another university	2	1	N/A	Attended at least one event this year	133	99	34
Former ASU employee, retired elsewhere	4	5	N/A	Attended an event ever	302	272	30
Still employed at ASU	17	10	N/A	Logged in to Members-only Site (ever)	155	124	31
				Made an additional donation this yr	133	140	-7
By (Approx.) Time Since First Joining				Non-members in Database			
Members for 0-2 Years	261	91	170	Was a member at some time	168	184	-16
Members for 3-5 Years	64	50	14	Never a member	477	628	-151
Members for 6-10 Years	132	161	-29				
Members for more than 10 Years	209	208	1				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	555	391	164				
Obituary Notices (e-mail)	298	306	-8				
Prime Times (US Post)	608	448	160				
Other ASURA Communications (e-mail)	502	320	182				
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.

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.