

MINUTES OF OCTOBER 9, 2018
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING

Board Members Present:

Jay Butler, Jean Duncan, Jo Madonna, Barry McNeill, Jeri Meeks, Barry Bruns, Don Nilsen, Bill Stasi, Tara Roesler, Pat Schneider, Dave Schwalm, Jan Thompson

Board Members Absent:

Anthony Brazel, Jeffrey Chapman, Jo Faldtz

Ex-Officio Members Present:

Carl Cross, Cody Conrad (for Courtney Coolidge)

Committee Chairs Present:

John Brock, Bonnie Scheall

Executive Staff Present:

Guests Present:

I. CALL TO ORDER

President Roesler called the meeting to order at 10:00

II. INTRODUCTION AND WELCOME OF GUESTS

President Roesler welcomed all Board members and introduced the new members to the Board.

III. ADOPTION OF TODAY'S AGENDA

Motion was made to approve the agenda. Motion was seconded and unanimously approved.

IV. REVIEW AND APPROVAL OF THE MNUTES OF THE **September 7, 2018 BOARD MEETING**

Motion was made and seconded to approve the minutes of the September 7, 2018 meeting. Approved

V. FINANCIAL REPORT / TREASURER – Barry Bruns, Carolyn Minner

Barry presented the proposed budget to the Board. He indicated that we should break even with our income and expenses for this year. He pointed out that the general funds includes the \$7K we receive from the University. Special projects includes the proceeds from the book sales which is divided between the video history project and scholarship fund. Video history project has indicated they need additional equipment and software to support the project. A motion was made and seconded to accept the proposed budget for next year. Motion was approved.

The required annual review of the ASURA accounts was performed. It was reported that the our balances match the balances the Foundation has for the ASURA accounts. There were no recommendations for next year. There were, however, two comments:

1) It was recommended that we spend the entire \$7K received from the University as best we can. We should continue to monitor the unspent amount and keep it under 10% at the most.

2) We need to closely monitor the scholarship account and make sure we have sufficient funds if we want to continue to offer \$10K each year. The amount of the scholarship for this coming year was prematurely announced. Joy indicated that future announcements will wait until we have our September meeting where the scholarship amount is determined.

A motion was made and seconded to accept the annual review report. Motion carried.

VI. **EX-OFFICIO REPORTS**

- ASU Alumni Association – John Davis
No

- Emeritus College Liaison – Don Nilsen
Don reported that the writers group was meeting and progressing nicely. Ed Stump is now coordinating the Emeritus Short Talks. Upcoming talks include topics on aging joyfully, things that go bump on stage, and representative from the Desert Botanical Gardens. The upcoming edition of the Emeritus Voices will be published shortly.
- Human Resources – Judy Cato
No report

- University Club Liaison – Carl Cross
Carl reminded us of the tail gate parties put on by the University Club. The next on will be on Oct. 18th for the Stanford game and then Nov. 9th for Homecoming against Utah.

- University Liaison – Courtney Coolidge (Cody Conrad substituting for this meeting only)
Cody presented a copy of the proposed state budget requests for the three Universities. These requests were discussed at the most recent ABOR meeting and will be presented to the Legislature for review/approval. ABOR also met to discuss the legislative agenda, but this has not yet been finalized.

- University Senate – TBD
No report

- University Staff Council – Katie Aguilar
No report

VII. **STANDING COMMITTEE REPORTS**

- A. Community Outreach Committee – Subcommittee Reports
 - 1. Adopt-A-Family – Joan Leard
No report

2. Scholarship Committee – Joy Shearman, Marcia Jasper
Joy reported that the \$10K for this year’s scholarship award was actually posted BEFORE the Board approved the amount. Typically we need to let ASU know by Sept. 1st each year what the amount of our scholarship will be. However, since we don’t decide until our September Board meeting what this amount will be, we have been given the ok to report after the Sept. 1st deadline.

Joy also reported that she has been in contact with the Stephanie, our recent scholarship recipient to let her know we are supporting her beyond the financial support!

3. Video History Project – Dave Scheatzle
Barry McNeill presented the report in Dave’s absence. There is a big need for people to edit the video interviews that have been recorded. There is a significant backlog that needs to be addressed. There have been no new interviews in over a year. It was asked if there was a timeline set or if there was a rush to get the backlog completed. The answer was “probably not”! It was mentioned that the Board has identified a few possible sources to help with the editing – 1) Approaching the Library for help; 2) Working with Walter Cronkite School to see if a student project could be setup to do the editing; 3) Check with the Alumni Association to see if they would be interesting in helping since they recently completed a similar video history project on the Athletic Department.

The committee will meet and discuss the options as well as discuss suggestions for the next 10 people for interviews.

B. Events Committee and Subcommittee Reports

1. Events Committee Coordination – Barry McNeill
No report
2. Luncheons & Special Events – Bonnie Scheall
Bonnie reported that the next event is the Fall Luncheon which will be held at Friendship Village. Colleen Jennings-Roggensack will be the featured speaker. There is some concern regarding parking for the event. Bonnie has been working with the people at Friendship Village who have assured here that if we have 50 people or less, parking will not be an issue. If more people RSVP, then it is possible that parking will need to be at Resurrection Church with shuttle transportation provided.

Bonnie will stay on as the head of this committee, with Jean as co-chair until after the Christmas party.

3. Seminars – Beverly Buddee, Trudy Perez
Bev indicated that the open enrollment seminar had about 80 people attend. The next seminar is scheduled for Jan. 17th and will be on container gardening.

4. Pre-Retirement Seminars – Trudy Perez
No Report
5. Travel – John Brock
Gary Anderson is currently with a group of travelers doing the Asian kingdoms trip. Gary Kleeman has been promoting the Back Roads of Iberia: Spanish Paradores & Portuguese Pousadas which will take place in May 2019.

A Tempe Campus tour is being planned for Thursday, Nov. 15th. Other local trips are also being planned. A possible overnight trip to Tucson in February/March is just one of them.

John invited anyone interested in the travel committee to join them on the 1st Tuesday of every month at 2:00 in the coffee shop in the Library.

- C. Finance Committee – Barry Bruns
 1. Book Collection – Mary Stevens
Tara reported that the book room is full of books so this effort is doing well!
- D. Government Liaison Council
 1. Legislature – Jeri Meeks, Gary Anderson
Jeri and Tara will be attending a workshop on Oct. 13th sponsored by the Advocacy Institute on how to advocate and lobby for non-profits
 2. ASRS Liaison – Dick Jacob
No report
 3. ADOA Liaison – Larry Carlson
- E. Health Insurance Liaison Council
 1. ADOA – Larry Carlson
No report
 2. ASRS – Dick Jacob
No report
- F. Membership and Communications Committee – Subcommittee Reports
 1. E-News – Barry McNeill
A new edition of eNews will be coming out this week. Barry will include the get out to vote message and include the links to where we can get information to help us make informed decisions.

Barry reminded us that the current calendar of events is always published in the eNews. eNews also includes events from our affiliates (such as the Emeritus College, etc.).

2. Membership Update – Dave Schwalm
[See notes under Unfinished Business]
3. Prime Times – Jeannette Robson
No report
4. Obituaries – Becky Reiss
No report
5. Web Site and Database – Connie McNeill
Connie has been working to make the appearance of the web pages on the WildApricot site to look more like those on the ASU hosted site. This effort is being done to make it appear more seamless as you navigate between the two sites.

VIII. UNFINISHED BUSINESS

- A. Bill Stasi to replace/complete Kathleen Renshaw's term
Tara nominated Bill Stasi to complete Kathleen's term. A motion was made and seconded to accept the nomination. A vote was taken and Bill was approved to be a Board member.
- B. Proposed budget
The proposed budget was accepted during the Finance Committee report discussion.
- C. Fundraising
A motion was made and seconded to table discussion on fundraising until the next meeting. It was unanimously approved to table fundraising discussion until the November meeting.
- D. ASURA Membership Retention Discussion/Ideas
What can we add to the current process (free membership for first year; everyone who retires is automatically a member) in order to get members to renew? The questions was asked as to whether we did a survey to those who did not renew to find out why. This is something we need to look into doing. We also need to look at the data from the database to see what number of first year (free membership) members did not renew.

Carolyn, Barry B., Barry M. Dave will check to see if we can get automatic renewal setup. They also need to see if we can include the option for additional donations to be made if someone is setup for automatic renewal.

Barry will put a note in eNews to remind people to keep their information updated so they don't miss notices, etc.

The question was raised as to whether UofA and NAU, who do provide lifetime membership, find this to be a benefit. Tara will check with them to see what they find as a benefit. Jo indicated that in past discussion they thought it was a

detriment because the income flow is affected. Lifetime membership may not be a good option for us!

It was also suggested that we may need to do a better job of advertising the benefits of ASURA membership.

- E. Replacement for University Senate liaison
Tara asked Don Nilsen if he and Dick would please find a representative from the University Senate to serve as the liaison to the Board.

IX. NEW BUSINESS

- A. Bill Moor resignation, Barry Bruns – new Board treasurer
Tara nominated Barry Bruns to complete Bill Moor’s term and serve as Treasurer of the Board. A motion was made and seconded to accept the nomination. A vote was taken and Barry was approved to be a Board member and Board Treasurer.
- B. The Poly campus has a staff appreciation BBQ schedule for Wednesday, Oct. 31st. Volunteers are needed to host an ASURA table at the event. Jan, Bonnie and Dave will host the table. Tara will let Linda Anderson at Poly know we will be represented.

X. ANNOUNCEMENTS

Next Board meeting will be held on **Tuesday, November 13, 2018 – 9:15 AM Executive Committee, 10:00 AM Board Meeting.**

XI. MEETING ADJOURNMENT

Meeting was adjourned at 11:20 AM

Account Categories	Proposed Budget	Actual YTD Amount	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	36,077	36,077	
Current Year Revenue			
Event Registration Fees & Donations Collected	1,920	83	Fall/Spring Luncheons & Tovrea Castle Tour
Membership Dues	14,000	4,920	
General Operations Donations	1,600	620	
Holiday Bake Sale 2017	200	0	
5% Gift Assessment	-780	-267	
Total ASURA Operations Current Year Revenue	16,940	5,356	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	700	258	
<i>Event Costs</i>			
Annual Meeting	0	0	
Paid Events	1,920	0	Fall/Spring Luncheons & Tovrea Castle Tour
Meet & Greet Luncheon	475	368	Refreshments
Holiday Potluck & Fundraiser	20	0	
<i>Other Operations Costs</i>			
Scholarship Award	7,600	7,600	\$10,000 award - \$2400 paid from Endowment
Business Luncheons & Service Appreciation	150	0	
Technology Services	3,429	3,264	Wild Apricot (2 yrs) Zenfolio (1 yr)
Office Equipment & Supplies	250	111	Includes postage
Health Insurance Seminar	105	105	
Lobbyist Registration Fee	0	0	
Foundation Transaction Fees	75	0	
Transfer to Adopt-A-Family	1,000	0	Cover possible shortage of funds
Total ASURA Operations Expenses	15,724	11,705	
Increase (Decrease) in Fund Balance for Current Year	1,216	-6,349	
Uncommitted ASURA Operations Funds	37,293	29,727	

General University Allocation (HR)			
Balance Forward	469	469	
Current Year Allocation	7000	7000	
Total General University Current Year Revenue	7,469	7,469	
Expenses Charged to Allocation			
Annual Report	100	0	
Bylaws & Ballots	250	0	
Annual Meeting	1,440	0	Catering
Office Equipment & Supplies	500	0	
Prime Times Fall/Spring/Summer	2,400	1,105	
Room Fees	300	0	Includes seminars held off campus
Copier/FAX Equipment Annual Lease	921	634	New copier less refund on last copier
Membership Drive	700	507	
Technology Services	258	0	Pantheon Web Hosting
8.5% Administrative Service Charges	600	191	
Total Subsidized Expenses	7,469	2,436	
Uncommitted General University Funds For Operations	0	5,033	

Special Projects			
Special Projects - Income			
Balance Forward	184	184	
Current Year Revenue			
Friends/Phx Library Book Sale Net Income	1,100	153	
Total Special Projects Current Year Revenue	1,100	153	
Special Projects - Expenses			
Transfer out 1/2 of Book Sale Income to Scholarship	550	77	
Transfer out 1/2 of Book Sale Income to Video History	550	77	
Foundation Transaction Fees	55	8	
Total Special Projects Expenses	1,155	161	
Increase (Decrease) in Fund Balance for Current Year	-55	-8	
Uncommitted Special Projects Funds	129	176	

Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	756	756	
Current Year Revenue			
Adopt-A-Family Donations	1,000	300	
5% Gift Assessment	-50	-15	
Transfer from Operations	1,000	0	Cover possible shortage of funds
Total Adopt-A-Family Current Year Revenue	1,950	285	
Adopt-A-Family - Expenses			
Holiday gifts	2,000	0	
Total Adopt-A-Family Expenses	2,000	0	
Increase (Decrease) in Fund Balance for Current Year	-50	1,041	
Uncommitted Adopt-A-Family Funds	706	1,041	

Video History			
Video History - Income			
Balance Forward	6,353	6,353	
Current Year Revenue			
Video History Donations	1,250	455	
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	550	77	
5% Gift Assessment	-63	-22	
Total Video History Current Year Revenue	1,737	510	
Video History - Expenses			
Equipment & Supplies	3,850	0	
Electronic Storage Space	382	389	Premiere Pro CC Licenses
Transcripts for Interviews (15 @ \$150)	0	0	
Total Video History Expenses	4,232	389	
Increase (Decrease) in Fund Balance for Current Year	-2,495	121	
Uncommitted Video History	3,858	6,474	

Scholarship Endowment Fund		
Scholarship Endowment Principal (40003616)		
Balance July 1	60,760	60,760
Invested Funds Gain (-Loss)	4,000	3,340
Payout to Endowment Spending - FY18	-1,800	0
Current-Year Contributions	1,900	490
Foundation Management Fees	-780	-818
Total Scholarship Endowment Principal	64,080	63,772
Scholarship Endowment Spending (70003616)		
Balance July 1	2,414	2,414
Payout from Endowment Principal - FY18	1,800	0
Transfer from Special Projects (Book Sale Proceeds)	550	77
ASU Scholarship	-2,400	-2,400
Total Scholarship Endowment Spending	2,364	91
Total Scholarship Endowment	66,444	63,863

Proposed Budget
FY19

Account Categories	FY18 Actual	FY19 Proposed Budget	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	28,933	36,077	
Current Year Revenue			
Event Registration Fees & Donations Collected	1,140	1,920	Fall/Spring Luncheons & Tovrea Castle Tour
Membership Dues	13,515	14,000	
General Operations Donations	1,530	1,600	
Holiday Bake Sale 2017	229	200	
5% Gift Assessment	-750	-780	
Transfers from Adopt-A-Family	1,036	0	CC purchases charged to Operations in error
Total ASURA Operations Current Year Revenue	16,700	16,940	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	646	700	
Prime Times	715	0	Pay from University Allocation Acct.
<i>Event Costs</i>			
Annual Meeting	178	0	Airfare for 2019 Scholarship recipient
Paid Events	1,264	1,920	Fall/Spring Luncheons & Tovrea Castle Tour
Meet & Greet	423	475	Refreshments + room fee
Holiday Potluck & Fundraiser	12	20	
<i>Other Operations Costs</i>			
Scholarship Award	2,177	7,600	\$10,000 award - \$2400 paid from Endowment
Business Luncheons & Service Appreciation	132	150	
Technology Services	1,583	3,429	Wild Apricot (2 yrs) Zenfolio (1 yr)
Office Equipment & Supplies	222	250	
Seminars	0	105	Room fee for Health Care Seminar
Lobbyist Registration Fee	0	0	
Foundation Transaction Fees	68	75	
Adopt-A-Family Project	1,036	0	CC purchases charged to Operations in error
Transfer to Adopt-A-Family	1,100	1,000	Cover possible shortage of funds
Total ASURA Operations Expenses	9,556	15,724	
Increase (Decrease) in Fund Balance for Current Year	7,144	1,216	
Uncommitted ASURA Operations Funds	36,077	37,293	

General University Allocation (HR)			
Balance Forward	449	469	
Current Year Allocation	7000	7000	
Total General University Current Year Revenue	7,449	7,469	
Expenses Charged to Allocation			
Annual Report	96	100	
Bylaws & Ballots	221	250	
Annual Meeting	1,349	1,440	Catering
Office Equipment & Supplies	452	500	
Prime Times Fall/Spring/Summer	1,903	2,400	
Room Fees	100	300	Includes seminars held off campus
Copier/FAX Equipment Annual Lease	1,384	921	
Membership Drive	670	700	
Technology Services	258	258	Pantheon Web Hosting
8.5% Administrative Service Charges	547	600	
Total Subsidized Expenses	6,979	7,469	
Uncommitted General University Funds For Operations	469	0	

Proposed Budget
FY19

Special Projects		
Special Projects - Income		
Balance Forward	238	184
Current Year Revenue		
Friends/Phx Library Book Sale Net Income	1,082	1,100
Total Special Projects Current Year Revenue	1,082	1,100
Special Projects - Expenses		
Transfer out 1/2 of Book Sale Income to Scholarship	541	550
Transfer out 1/2 of Book Sale Income to Video History	541	550
Foundation Transaction Fees	54	55
Total Special Projects Expenses	1,136	1,155
Increase (Decrease) in Fund Balance for Current Year	-54	-55
Uncommitted Special Projects Funds	184	129

Adopt-A-Family		
Adopt-a-Family - Income		
Balance Forward	703	756
Current Year Revenue		
Adopt-A-Family Donations	970	1,000
5% Gift Assessment	-49	-50
Transfer from Operations	1,100	1,000
Total Adopt-A-Family Current Year Revenue	2,022	1,950
Adopt-A-Family - Expenses		
Adopt-A-Family	1,969	2,000
Total Adopt-A-Family Expenses	1,969	2,000
Increase (Decrease) in Fund Balance for Current Year	53	-50
Uncommitted Adopt-A-Family Funds	756	706

Proposed Budget
FY19

Video History		
Video History - Income		
Balance Forward	8,861	6,353
Current Year Revenue		
Video History Donations	1,210	1,250
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	541	550
5% Gift Assessment	-61	-63
Total Video History Current Year Revenue	1,690	1,738
Video History - Expenses		
Equipment & Supplies	3,816	3,850
Electronic Storage Space	382	382
Transcripts for Interviews (15 @ \$150)	0	0
Total Video History Expenses	4,198	4,232
Increase (Decrease) in Fund Balance for Current Year	-2,507	-2,495
Uncommitted Video History	6,353	3,858

Scholarship Endowment Fund		
Scholarship Endowment Principal (40003616)		
Balance July 1	57,759	60,760
Invested Funds Gain (-Loss)	3,816	4,000
Payout to Endowment Spending - FY18	-1,872	-1,800
Current-Year Contributions	1,838	1,900
Foundation Management Fees	-781	-780
Total Scholarship Endowment Principal	60,760	64,080
Scholarship Endowment Spending (70003616)		
Balance July 1	2,824	2,414
Payout from Endowment Principal - FY17	1,872	1,800
Transfer from Special Projects (Book Sale Proceeds)	541	550
ASU Scholarship	-2,823	-2,400
Total Scholarship Endowment Spending	2,414	2,364
Total Scholarship Endowment	63,174	66,444

ASURA Event Report
9/30/2018

Event	Date	Registration Fees		Event Costs				
		Collected	Refunded	Travel & Related	Food, Entertainment & Related	Lodging & Related	Other	Net Gain/Loss
Meet & Greet Luncheon	09/07/18	0.00	0.00	0.00	27.96	0.00	47.47	-75.43
*Fundraiser Holiday Potluck	TBD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fall Luncheon	10/30/18	83.00	0.00	0.00	0.00	0.00	0.00	83.00
Spring Luncheon	TBD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Tovrea Castle Tours - 2019	04/04/19	0.00	0.00	0.00	240.00	0.00	0.00	-240.00

Net gain (loss) - all completed non-fundraising events 0.00
Net gain (loss) - all non-fundraising events -232.43

**Required to pay in advance

ASURA MEMBERSHIP TOTALS

2019 Membership Year

Counts	As Of 10/3/2018	As Of 10/4/2017	This Yr -Last Yr	More Counts	As Of 10/3/2018	As Of 10/4/2017	This Yr -Last Yr
Current-year Members	581	597	-16	By Former Employment Category			
Renewals from prior years (any prior year)	423	421	2	Faculty and Faculty w/ Admin Appt	251	261	-10
Introductory members	158	176	-18	Academic Professional	31	38	-7
Paid for the current year, now deceased	0	1	-1	Staff	158	155	3
Last Year's Members - Not Renewed	275	119	156	University Staff (Service Professional)	114	116	-2
Members last year, now deceased	4	8	-4	Administrative	27	27	0
By Retired-from Organization				Having an Arizona Address	543	556	-13
Retired from ASU	566	576	N/A	Level of Activity			
Retired from another university	3	2	N/A	Checked at least one volunteer area	131	126	5
Former ASU employee, retired elsewhere	3	4	N/A	Attended at least one event this year	60	90	-30
Still employed at ASU	9	15	N/A	Attended an event ever	288	286	2
By (Approx.) Time Since First Joining				Logged in to Members-only Site (ever)	165	145	20
In Introductory Period	158	176	-18	Made an additional donation this yr	143	126	17
Members for 0-2 Years (excl Introductory)	65	40	25	Non-members in Database			
Members for 3-5 Years	45	52	-7	Was a member at some time	343	188	155
Members for 6-10 Years	114	129	-15	Never a member	345	478	-133
Members for more than 10 Years	199	200	-1				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	484	492	-8				
Obituary Notices (e-mail)	259	284	-25				
Prime Times (US Post)	528	540	-12				
Other ASURA Communications (e-mail)	428	442	-14				
None of The Above	8	8	0				

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.

**ANNUAL REVIEW OF ASURA EXPENDITURES
FOR 2017-2018
BY 2018-2019 ASURA FINANCE COMMITTEE**

Review

Per ASURA Bylaws, Article VI.A.4, the Finance Committee conducted the annual review of expenditures of the Association for reasonableness and consistency with the budget. The following documents were reviewed: ASURA Annual Event Report for FY 2018, ASURA Financial Report 7/1/2017 through 6/30/2018 (consisting of the following accounts: Operations, General University Allocation, Special Projects, Adopt-A-Family, Video History, History Book, and Scholarship Endowment Fund), and the applicable Banking Summaries prepared by the ASURA and the related ASU Foundation prepared Balance Sheets/Income Statements for each of these accounts. The Finance Committee unanimously agreed that the revenues and expenditures of the Association in 2017/2018, after consideration of the comments/explanations on the ASURA Financial Report, were reasonable and consistent with the budget and in agreement with the applicable ASU Foundation records. The Committee also verified that the ASURA ending cash balances agreed with the underlying Foundation and ASU records.

Comments

There are no recommendations this year, but just a couple of comments/observations. The two recommendations for last year were fully implemented.

General University Allocation Observation. The FY 2018 unspent year-end balance for the General University Allocation was \$469, up from \$449 for the prior year or in general terms, basically the same between years. This is good. Even though the best scenario would be to spend the entire General University allocation each year, due to transaction timing, this would be almost impossible to do. The unspent balance for FY 2018 was about 6% of the annual allocation, which is acceptable, especially compared to 17% unspent two years ago. The Association should continue to closely monitor the spending of this General University allocation each year so that it is as low as reasonably possible, and under all conditions, to keep under 10% of the current year allocation not having been unspent as of year-end.

**ANNUAL REVIEW OF ASURA EXPENDITURES
FOR 2017-2018
BY 2018-2019 ASURA FINANCE COMMITTEE**

Scholarship Award Observation. Several years ago the ASURA started experiencing significant financial tightness and as a result the annual scholarship being awarded was decreased from \$10,000 to \$5,000. Due to the desire of the Board to get back to the previous \$10,000 level, there was concentrated effort to reduce expenses and slightly improve revenue. This has been noticeably accomplished over the last couple of years with the scholarship now being back to \$10,000 for 2018/19. Last year, the year-end operations account increased by \$7,144 (or more importantly by \$2,144 after consideration of the \$5,000 scholarship increase that has occurred for FY 2018/19) and the FY 2018/19 budget after inclusion of the \$10,000 scholarship reflects a budgeted net annual increase of \$1,321. This means that the ASURA should be able to sustain the \$10,000 scholarship level on a going forward basis, but the Board still needs to closely monitor expenses and revenues to make sure that these are staying within budget, otherwise, the ASURA finances could fall back to a non-sustainable situation in the future like several years ago. The Board is commended for this financial turnaround.

ASURA Cash Reserve Analysis Operations Only

	2018-19	2017-18	2016-17	2015-16	2014-15
	Projected	Actual	Actual	Actual	Actual
Financial Health					
Income	16,940	16,700	18,737	18,546	17,810
Expense	15,619	9,556	14,784	19,114	28,023
Gain/Loss for Year	1,321	7,144	3,953	-568	-10,213
Balance Forward - End of Year	37,398	36,077	28,933	24,980	25,548
Cash Reserve Analysis					
Scholarship	7,600	2,177	7,085	10,000	10,000
1/2 prior year adjusted expenses	4,778	7,392	9,557	14,012	15,554
Total To Reserve	12,378	9,569	16,642	24,012	25,554
Excess Funds Analysis					
Balance Forward	37,398	36,077	28,933	24,980	25,548
Less Cash Reserve	12,378	9,569	16,642	24,012	25,554
Net Excess Funds	25,020	26,508	12,291	969	-6
Endowed Scholarship Fund -End of Year	64,080	60,760	57,759	51,785	53,428

State Budget Requests

FY 2020 Budget Request			
	50/50 Model 3-Year Phase-In	Resident Growth	Total
ASU	\$46,951,900	\$9,453,700	\$56,405,600
NAU	\$17,575,200	\$2,541,900	\$20,118,100
UA	\$23,070,500	\$3,144,100	\$26,214,600
Total	\$87,598,600	\$15,139,700	\$102,738,300

HITF FY2019 Supplemental	
ASU	\$5,269,000
NAU	\$430,100
UA	\$4,760,100
Total	\$10,459,200

VH Report for Board Meeting

David Scheatzle <david.scheatzle@asu.edu>

Tue 10/9/2018, 5:13 AM

To: Tara Roesler <troes7718@msn.com>

Cc: Linda Van Scoy <LVS@asu.edu>

Video History Report for 9 October 2018 Board Meeting.

Highest Priority: **Reducing the backlog of Interview editing.** Currently, we have 56 interviews that need edited and uploaded to the Library Repository website. Currently, we have three editors: Linda, Barry and Dave.

At present, Linda is working on Barry Brun's interview; Barry McNeill on Bill Lewis' Interview and Dave on Linda Wells' interview.

Training New Editors:

We are preparing to train 3 more editors: Elmer, Tara and Jeri Meeks. Lesson plans are being developed.

Studio Work Stations:

We have 3 iMac computers for editing work. To make maximum use of this hardware, we are rearranging the editing studio. Yesterday, Linda and Dave identified a computer desk and office chairs in ASU Surplus that we should receive within the next week. Several pieces of our existing furniture will be sent to salvage.