

MINUTES OF OCTOBER 13, 2020

ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION BOARD MEETING

Board Members Present: Carl Cross, Jan Thompson, Connie McNeill, Larry Edmonds, Jill Massara, Larry Carlson, David Schwalm, Evelyn Cesarotti, Jo Madonna, Frank Koonce, Jeff Chapman, Kathy Gunn, and Jane Carey.

Board Members Absent: Jean Duncan, Mark Henderson

Ex-Officio Members Present: Ruth Jones

Committee Chairs Present: Jeri Meeks, Trudy Perez, Barry McNeill

Guests Present: None

- I. CALL TO ORDER at 10:01 am
- II. INTRODUCTIONS AND WELCOME TO GUESTS Ruth Jones introduced herself. She is representing the Emeritus College.
- III. ADOPTION OF TODAY'S AGENDA – Jan moved and Jeri seconded a motion to approve today's agenda as written. The motion was approved unanimously.
- IV. REVIEW AND APPROVAL OF THE MINUTES OF May 12, 2020 and September 8, 2020 BOARD MEETINGS
 - o May 12 minutes replace over with of in Larry Carlson's report. In the budget under Adopt-a-Family, there is an error. The left column should be -\$385 to balance the \$179 (which is correct). Connie moved to approve the minutes as amended and Jan seconded the motion and it was approved unanimously.
 - o In the September 8 minutes, the line under ASRS should be changed to "Jeri Meeks reported that Dick Jacob's report said" rather than "Dick Jacob said". Connie moved to approve the minutes as amended and Jo seconded the motion and it was approved unanimously.
- V. FINANCIAL REPORT/TREASURER'S REPORT – Jill Massara – Prime Time was added to Budget. Jill said that during COVID less money is coming in. Budget was cut in some areas. Connie said we have money in reserve so why not spend it? Barry would like to add \$1000 to the Video History budget for online interview expenses. Barry also suggested to add \$1500 to print the 3rd Decade books. Connie moved to accept the budget with changes and add back amounts for items that were decreased. Jan seconded the motion. It was approved unanimously.

VI. EX-OFFICIO REPORTS (*5 minutes or less, please*)

- ASU Alumni Association – John Davis - absent
- Emeritus College Liaison – Ruth Jones – Meetings are being held on Zoom and no programs have been scheduled. The college is talking about having a seminar in the spring which would be a possible Zoom meeting with speaker.
- Human Resources – Judy Cato - absent
- University Club Liaison – Carl Cross – The UC is offering lunches to go Tuesdays from 11 am to 2 pm.
- University Liaison – Kendra Burton - absent
- University Senate – Simin Levinson - absent
- University Staff Council – Jared Vibbert - absent

VII. STANDING COMMITTEE REPORTS (*5 minutes or less please*)

- Community Outreach Committee – Subcommittee Reports
 - Adopt-A-Family – Ginny Sylvester - absent
 - Scholarship Committee – Joy Shearman - absent
 - Video History Project – Barry McNeill – The interview process will be moving to virtual interviewing. David Schwalm said he was impressed with the final product of his interview.
- Events Committee & Subcommittee Reports
 - Events Committee Coordination – Trudy Perez – There is a pre-retirement event Monday the 19th on Medicare Part A & B. Thanks to Connie for helping to post videos to the website. HR will move seminars to Mondays. Trudy asked Larry if he would present something about changes in state insurance. He said he would be glad to answer questions, but they are difficult to answer since one size does not fit all.
 - Luncheons & Special Events – Trudy Perez – no report
 - Seminars – Bev Buddee – absent – Bev is working with Connie to add Zoom link in order to post the meeting to the website. Connie has to be enrolled in the Zoom meeting and designated as a co-host.
 - Pre-Retirement Seminars – Trudy Perez, Liz Badalamenti – see above
 - Travel – John Brock - absent
- Finance Committee – Jill Massara, Carolyn Minner
 - Book Collection – Mary Stevens – absent – Carl said that the book collection is going well. There have been lots of donations. Larry is collecting books personally. Carl approved \$25 to help physically move the books from the office.
- Government Liaison Council
 - Legislature – Jeri Meeks, Tara Fuchs-Roesler, Pat Schneider – The legislature session doesn't start until January. No Council on Aging meetings have been held. ABOR is asking for \$4.9 million for the next budget. They are making a case based on a workforce development model which attempts to get more people into the workforce. Each university is focusing on different strengths. ASU is focusing on Engineering and Research. ABOR is also asking for an additional \$35 million to replace moneys lost in last year's skinny budget.
 - ASRS Liaison – Dick Jacob - absent

- ADOA Liaison – Larry Carlson – insurance is a complicated train wreck. See the links below for further information.
- Health Insurance Liaison Council
 - ASRS – Dick Jacob - absent
 - ADOA – Larry Carlson
 - <https://benefitoptions.az.gov/OE2021A>
 - <https://www.azblue.com/stateofaz>
- Membership and Communications Committee – Subcommittee Reports
 - E-News – Barry McNeill – There is no report but Barry will send out an E-News soon with a link to the recent open enrollment seminar video.
 - Membership Update – Dave Schwalm – Dave said he is unable to talk to new retirees face-to-face due to COVID. Trudy suggested Dave reach out to Patty Rassiono. Connie reported that membership renewals are up 93 over last year and donations are also up.
 - Obituaries – Becky Reiss - absent
 - Prime Times – Jeannette Robson – absent
 - Web Site and Database – Connie McNeill – no report
 - Third Decade of Success – Connie and Barry McNeill – Two chapters are well underway. Scholarship, Video history, Vibrant Volunteers and Adopt-a-family are getting started.

VIII. UNFINISHED BUSINESS

- Approval of proposed budget – Jill Massara, Carolyn Minner – passed (see Treasurer’s Report above).

IX. NEW BUSINESS

- Tri-university meeting – Carl Cross – Jan represented us although Carl was there. There were 12 to 15 people in attendance mostly ASU and NAU. President David Earnest from UA did speak about struggles to recruit retirees. There is an idea to create a liaison between retirees and working employees. Shannon Rice from NAU asked questions about diversity in membership and how to recruit retirees for volunteering to help in university activities.

X. ANNOUNCEMENTS

Next Meeting – November 10, 2020
 9:15 am Executive Committee
 10:00 am Board Meeting

XI. ACTION ITEMS

- AROHE asked for input on activities for their publication “AROHE Matters”.
- Barry suggested that we might try some kind of virtual social engagement like a virtual book club. Trudy talked about a virtual happy hour. Several people made suggestions.

XII. MEETING ADJOURNMENT – 11:27 am

Account Categories	FY21 Proposed Budget	Actual FY20 YTD Totals	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	35,157	36,854	
Current Year Revenue			
Event Registration Fees & Donations Collected	100	2,375	
Membership Dues	14,000	14,550	
General Operations Donations	1,300	2,115	
Holiday Bake Sale 2019	0	131	
Transfer In	0	30	Credit card donation posted incorrectly
5% Gift Assessment	-815	-965	
Total ASURA Operations Current Year Revenue	14,585	18,236	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	700	677	
Prime Times	1,400	4,199	
<i>Event Costs</i>			
Paid Events	100	2,767	
Annual Meeting	1,000	200	
Meet & Greet Luncheon	0	858	No paid events envisioned for year
Holiday Potluck & Fundraiser	0	322	No Holiday Potluck envisioned
<i>Other Operations Costs</i>			
Scholarship Award	7,700	7,700	\$10,000 award - \$2300 paid from Endowment
Business Luncheons & Service Appreciation	100	72	
Technology Services	3,500	191	Wild Apricot (2 yrs) Zenfolio (1 yr)
Office Equipment & Supplies	1,500	1,105	Includes postage
Marketing Supplies	200	449	
Seminars	100	300	
Foundation Transaction Fees	100	93	
Transfer to Adopt-A-Family	1,000	1,000	Cover possible shortage of funds
Total ASURA Operations Expenses	17,400	19,933	
Increase (Decrease) in Fund Balance for Current Year	-2,815	-1,697	
Uncommitted ASURA Operations Funds	32,342	35,157	

General University Allocation (HR)			
Balance Forward	51	1	
Current Year Allocation	7,000	7,000	
Total General University Current Year Revenue	7,051	7,001	
Expenses Charged to Allocation			
Annual Report	200	0	
Bylaws & Ballots	200	196	
Office Equipment & Supplies	1,100	3,464	Replace office computer equipment
Prime Times Fall/Spring/Summer	3,000	823	
Copier/FAX Equipment Annual Lease	922	922	
Membership Drive	600	583	
Technology Services	300	258	Pantheon Web Hosting
Marketing Supplies	100	159	
8.5% Administrative Service Charges	579	544	
Total Subsidized Expenses	7,001	6,950	
Uncommitted General University Funds For Operations	50	51	

Special Projects			
Special Projects - Income			
Balance Forward	100	132	
Current Year Revenue			
Friends/Phx Library Book Sale Net Income	1,000	654	
Total Special Projects Current Year Revenue	1,000	654	
Special Projects - Expenses			
Transfer out 1/2 of Book Sale Income to Scholarship	480	327	
Transfer out 1/2 of Book Sale Income to Video History	480	327	
Foundation Transaction Fees	40	33	
Total Special Projects Expenses	1,000	686	
Increase (Decrease) in Fund Balance for Current Year	0	-32	
Uncommitted Special Projects Funds	100	100	

Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	550	564	
Current Year Revenue			
Adopt-A-Family Donations	500	830	
5% Gift Assessment	-25	-42	
Transfer from Operations	1,000	1,000	Cover possible shortage of funds
Total Adopt-A-Family Current Year Revenue	1,475	1,789	
Adopt-A-Family - Expenses			
Holiday gifts	2,000	1,803	
Total Adopt-A-Family Expenses	2,000	1,803	
Increase (Decrease) in Fund Balance for Current Year	-525	-14	
Uncommitted Adopt-A-Family Funds	25	550	

Video History			
Video History - Income			
Balance Forward	7,533	6,662	
Current Year Revenue			
Video History Donations	350	840	
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	480	327	
5% Gift Assessment	-18	-41	
Total Video History Current Year Revenue	812	1,126	
Video History - Expenses			
Equipment & Supplies	100	29	
Software Licenses	194	194	Premiere Pro CC License
Interview Expenses	1,000		Requested by VHP chair
Foundation Fees	15	1	
Transfer Out	309	30	Credit card donation posted incorrectly
Total Video History Expenses	1,618	255	
Increase (Decrease) in Fund Balance for Current Year	-806	871	
Uncommitted Video History	6,727	7,533	

History Book			
History Book - Income			
Balance Forward	1,919	0	
Current Year Revenue			
History Book Donations	0	2,020	
5% Gift Assessment	0	-101	
Total History Book Current Year Revenue	0	1,919	
History Book - Expenses			
History Book	1,500	0	1500 as per Board approval
Foundation Management Fees (5%)	75	0	
Total History Book Expenses	1,575	0	
Increase (Decrease) in Fund Balance for Current Year	-1,575	1,919	
Uncommitted History Book	344	1,919	

Scholarship Endowment Fund			
Scholarship Endowment Principal (40003616)			
Balance July 1	67,778	65,778	
Invested Funds Gain (-Loss)	100	96	
Payout to Endowment Spending - FY20	-2,200	-2,129	
Current-Year Contributions	1,000	2,400	
Foundation Management Fees	-900	-866	
Total Scholarship Endowment Principal	65,778	65,279	
Scholarship Endowment Spending (70003616)			
Balance July 1	2,498	2,343	
Payout from Endowment Principal - FY20	2,200	2,129	
Transfer from Special Projects (Book Sale Proceeds)	960	327	
ASU Scholarship	-2,300	-2,300	
Total Scholarship Endowment Spending	3,358	2,498	
Total Scholarship Endowment	69,136	67,778	

ASURA MEMBERSHIP TOTALS

2021 Membership Year

Counts	As Of 10/6/2020	As Of 10/3/2019	This Yr -Last Yr	More Counts	As Of 10/6/2020	As Of 10/3/2019	This Yr -Last Yr
Current-year Members	681	604	77	By Former Employment Category			
Renewals from prior years (any prior year)	505	412	93	Faculty and Faculty w/ Admin Appt	291	256	35
Introductory members	176	192	-16	Academic Professional	41	34	7
Paid for the current year, now deceased	2	0	2	Staff	145	141	4
				University Staff (Service Professional)	174	145	29
Last Year's Members - Not Renewed	250	280	-30	Administrative	30	28	2
Members last year, now deceased	1	4	-3	Having an Arizona Address	636	560	76
By Retired-from Organization				Level of Activity			
Retired from ASU	663	585	N/A	Checked at least one volunteer area	144	136	8
Retired from another university	1	2	N/A	Attended at least one event this year	127	153	-26
Former ASU employee, retired elsewhere	3	2	N/A	Attended an event ever	343	293	50
Still employed at ASU	14	15	N/A	Logged in to Members-only Site (ever)	225	179	46
				Made an additional donation this yr	156	123	33
By (Approx.) Time Since First Joining				Non-members in Database			
In Introductory Period	176	192	-16	Was a member at some time	419	455	-36
Members for 0-2 Years (excl Introductory)	81	37	44	Never a member	25	227	-202
Members for 3-5 Years	105	89	16				
Members for 6-10 Years	84	74	10				
Members for more than 10 Years	235	212	23				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	538	507	31				
Obituary Notices (e-mail)	297	257	40				
Prime Times (US Post)	603	548	55				
Other ASURA Communications (e-mail)	482	454	28				
None of The Above	14	8	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.