

**MINUTES OF OCTOBER 12, 2021
ARIZONA STATE UNIVERSITY RETIREE ASSOCIATION
BOARD MEETING**

Board Members Present: Barry McNeill, Evelyn Cesarotti, Rojann Alpers, Carl Cross, Larry Edmonds, Frank Koonce, Mark Henderson, Sue Henderson, Helene Ossipov, Jane Carey, Larry Carlson, Kathy Gunn, Tara Roesler, Mary Stevens

Board Members Absent: Trudy Perez

Ex-Officio Members Present: Liza Del Mundo

Committee Chairs Present: Pat Schneider, Jan Shore, Joy Shearman, Elmer Gooding, Jeri Meeks,

Guests Present:

I. CALL TO ORDER

The meeting was called to order at 10:00 by President Edmonds.

II. INTRODUCTIONS AND WELCOME TO GUESTS

No guests present

III. ADOPTION OF TODAY S AGENDA A motion was made by Kathy Gunn to accept the agenda for the meeting, Tara Roesler seconded the motion and the motion carried.

IV. APPROVAL OF THE MINUTES FROM THE MEETING OF SEPTEMBER 14, 2021. Barry McNeill noted that in the financial report the word heal should be health and the Scholarship amount should be \$10,000 rather than \$12,000 and under the Financial report the word audit should be replaced with review. Joy Shearman moved to accept the minutes as amended. Barry seconded the motion. The motion carried.

V. FINANCIAL REPORT/TREASURER S REPORT Barry McNeill noted that the year is just getting started and that the board needs to approve the proposed budget. Jane Carey moved to approve the budget, Tara Roesler seconded the motion and it passed unanimously.

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

- ASU Alumni Association Liza Del Mundo The Alumni Association is busy planning and hosting tailgate parties at both home and away football games. On October 29, 2021 the PAC Ten is hosting a Legends Anniversary celebration. ASU is one of the celebrants.

- Emeritus College Liaison Ruth Jones
No report
- Human Resources Lynna Soller
No report
- University Club Liaison Carl Cross The University Club is working with the Alumni Association to host the tailgate parties.
- University Liaison Kendra Burton
No report
- University Senate Edwardo Pagan
No report
- University Staff Council Carolyn Starr
No report

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

- Community Outreach Committee Subcommittee Reports
 - Adopt-A-Family Ginny Sylvester
Ginny Sylvester sent in a report which is attached.
 - Scholarship Committee Joy Shearman, Jan Shore
Joy Shearman introduced Jan Shore who gave the board a short history of her previous experiences and commitment to scholarship. The Scholarship committee has received approval for \$10,000 for the scholarship and has already started advertising and is looking forward to receiving applicants.
 - Video History Project Barry McNeill
Barry acknowledged the receipt of the AROHE innovation award. The project has purchased an iDrive and will begin to transfer the videos from the office Mac to the iCloud.
- Events Committee & Subcommittee Reports
 - Events Committee Coordination Trudy Perez
No report.
 - Luncheons & Special Events No report
Rojann Alpers expressed concern that the Picnic in the Park is still being advertised although the event has been cancelled. The picnic has not been cancelled.
 - Seminars Pat Schneider
October open enrollment seminar had over 100 attendees. There were 24+ registered from NAU and a few from UArizona. Rob Foster from AARP presented on the various Medicare plans while Randi Gray from ASRS and Tracie Carruthers from ADOA presented the plans from their respective agencies. Both indicated that the plan coverage was not changing for 2022 and that enrollment would be a passive enrollment. There will be a premium increase for ASRS participants.

The committee reviewed the survey results. The top 5 topics of interest are: brain health, affordable senior housing, downsizing/what to do with your stuff, telling your story, and caregiving.

The schedule for the seminars has been tentatively set and will be finalized at the next meeting of the committee in early November.

The schedule is as follows:

- January 13, 2022 - Downsizing/What do I do with my stuff? - Panel discussion
 - February 10, 2022 - Telling your story - Duane Roen
 - March 10, 2022 - Affordable senior housing
 - May 12, 2022 - The healthy brain
-
- Pre-Retirement Seminars Sue Henderson
The Pre-Retirement Seminars have been scheduled through June 2022. Topics for future seminars include insurance options and retirement readiness. The committee is looking for volunteer ambassadors to represent ASURA and tell their own retirement stories. Barry McNeill will send a request for stories in the e-News that will come out later today.
 - Travel John Brock
No report
 - Finance Committee Barry McNeill

The Finance Committee met with Gerry Snyder in late September for a review of the books. Gerry reviewed the books and a report on the review is attached. In summary, the revenues match up with the expenditures. The \$7000 we receive from Human Resources has been spent down to a few dollars which is important since the University would have swept up any of these funds remaining at the end of the fiscal year. We have a healthy surplus in the operating funds. Barry asked if the board had ideas for what to do with the surplus. A long discussion ensued about increasing the scholarship to cover tuition and fees. It is too late to adjust this year. The Finance committee will bring proposals to the Board with options for expending the surplus in the future.

- Book Collection Mary Stevens
The Friends of the Library (the group that sells the books and gives ASURA a percentage of the sales) has been inactive during much of the past year due to COVID. We did receive a check for \$2000 from them, but the books are stacking up and the Friends of the Library are struggling to collect them due to lack of volunteers. They have increased the size of the collection bins which will help. Larry Carlson is still willing to pick up books from individuals as long as there are enough books being donated (around 25) to make the trip feasible.
- Government Liaison Council
 - Legislature Jeri Meeks, Tara Fuchs-Roesler, Pat Schneider

The legislative session will begin in January. The 2020 Arizona voting audit by Cyber Ninjas found more votes for Biden and completed the audit with no change in the outcome. The committee is watching for additional voting restriction bills, changes in insurance coverages, issues on aging, and several other potential bills that impact the universities and retirees.

- ASRS Liaison Dick Jacob
No report
- ADOA Liaison Larry Carlson
This governor is not interested in receiving input from ADOA. The insurance options for the state have not changed.
- Health Insurance Liaison Council
 - ASRS Dick Jacob
No Report
 - ADOA Larry Carlson
Larry is willing to work with individuals to help explain the complexities of the insurance options.
- Membership and Communications Committee Subcommittee Reports
 - E-News Barry McNeill
A new edition of E-News will be coming today (October 12, 2021). He will put out a request to the membership for serving as volunteer ambassadors for ASURA and retirement lifestyle.
 - Membership Update Elmer Gooding (interim chair)
Report has been attached
New memberships are up over a similar period from last year as are renewals. Elmer suggested that we look at the recent retiree list and contact those we know to encourage membership.
 - Obituaries Becky Reiss
No report but Becky is considering turning this task over to someone else. She has been doing it for 20 years. Barry suggested we put a committee together to check sources rather than leave the task up to one person. The obituaries are a popular item for the members.
 - Prime Times Jeannette Robson
No report
 - Web Site and Database Connie McNeill
The new site has gone live. Barry gave a demonstration of the new menu structure and some of the features including a search option.

VIII. NEW BUSINESS

- The Video History Project received the AROHE award for innovation. Larry Edmonds showed the letter and award via zoom. AROHE has

asked ASURA to host the convention for 2024. However, the ASU Emeritus College is hosting in 2022. The board suggested that we decline.

- Guns on Campus An ASU student group has proposed that ASU allow guns on campus. The administration is opposed. Although this is an issue ASURA feels strongly opposed to, the board will wait to see what the administration does and determine if action is needed later.
- Replacement of Committee Chairs There are 3 chair positions that need to be filled. Elmer Gooding is serving as interim Membership Chair. We need an Events chair and an Obituaries chair. Barry will add a call for interest to the E-News.

IX. ANNOUNCEMENTS

- Next Meeting **November 9, 2021**
9:15 am Executive Committee
10:00 am Board Meeting

X. MEETING ADJOURNMENT The meeting was adjourned at 11:27.

Account Categories	FY22 Proposed Budget	Actual YTD As Of 8/31/2021	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	34,722	34,722	
Current Year Revenue			
Event Registration Fees & Donations Collected	600	0	
Membership Dues	16,000	5,550	
General Operations Donations	3,200	805	
Holiday Bake Sale 2020	0	0	
Postage - History Book	0	8	
5% Gift Assessment	-990	-314	
Total Operations Current Year Revenue	18,810	6,049	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	0	87	
Prime Times summer printing	800	0	
Prime Times summer mailing	800	539	
<i>Event Costs</i>			
Paid Events	600	25	Winter Event
Annual Meeting	1,000	0	
Meet & Greet Luncheon	0	0	
Holiday Potluck & Fundraiser	0	0	
Holiday Picnic	400	0	
<i>Other Operations Costs</i>			
Scholarship Award	6,400	6,400	\$10,000 - \$3600 paid from Endowment
ARCHE	120	0	2022 Membership renewal
Business Luncheons & Service Appreciation	0	28	Engraving President's plaque
Technology Services	404	0	Zenfolio & Zoom
Professional Services	0	0	
Office Equipment	500	0	
Office Supplies & Postage	200	35	
Marketing Supplies	0	0	
Seminars	0	0	
Foundation Transaction Fees	100	0	
Transfer to Adopt-A-Family	260	0	
Total Operations Expenses	11,584	7,114	
Increase (Decrease) in Current Year Balance	7,226	-1,065	
Uncommitted ASURA Operations Funds	41,948	33,657	

Account Categories	FY22 Proposed Budget	Actual YTD As Of 8/31/2021	COMMENTS
Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	1,270	1,270	
Current Year Revenue			
Adopt-A-Family Donations	500	215	
5% Gift Assessment	-25	-11	
Transfer from Operations	260	0	
Total Adopt-A-Family Current Year Revenue	735	204	
Adopt-A-Family - Expenses			
Holiday gifts	2,000	0	
Total Adopt-A-Family Expenses	2,000	0	
Increase (Decrease) in Current Year Balance	-1,265	204	
Uncommitted Adopt-A-Family Funds	5	1,474	

Video History			
Video History - Income			
Balance Forward	9,253	9,253	
Current Year Revenue			
Video History Donations	1,000	680	
Transfer in 1/2 of Book Drive Proceeds from Spec Proj	1,000	0	
5% Gift Assessment	-100	-34	
Total Video History Current Year Revenue	1,900	647	
Video History - Expenses			
Equipment & Supplies	500	0	
Software Licenses	294	0	
Interview Expenses	0	0	
Transfer Out	0	0	
Total Video History Expenses	794	0	
Increase (Decrease) in Current Year Balance	1,106	647	
Uncommitted Video History	10,359	9,900	

Account Categories	FY22 Proposed Budget	Actual YTD As Of 8/31/2021	COMMENTS
General University Allocation (HR)			
Balance Forward	0	0.31	
Current Year Allocation	7,000	7,000.00	
Total University Current Year Revenue	7,000	7,000.00	
Expenses Charged to Allocation			
Annual Report	190	0.00	
Bylaws & Ballots	230	0.00	
Office Equipment & Supplies	500	0.00	Laptop for online meetings
Prime Times Fall/Spring Printing	1,600	0.00	
Prime Times Fall Spring Mailing	1,100	0.00	
Copier/FAX Equipment Annual Lease	922	922.44	
Membership Drive	1,500	91.23	
Technology Services	260	0.00	Pantheon Web Hosting
Marketing Supplies	100	0.00	
8.5% Administrative Service Charges	595	0.00	
Total Subsidized Expenses	6,997	1,013.67	
Uncommitted University Funds For Operations	3	5,986.64	

Special Projects			
Special Projects - Income			
Balance Forward	75	75	
Current Year Revenue			
Gift-In-Kind Receipts	14,000	2,850	
Friends/Phx Library Book Sale Net Income	2,000	0	
Total Special Projects Current Year Revenue	16,000	2,850	
Special Projects - Expenses			
Gift-In-Kind Adjustment	14,000	0	
Transfer 1/2 of Book Sale Income to Scholarship	1,000	0	
Transfer 1/2 of Book Sale Income to Video History	1,000	0	
Mail Service - General	0	0	
Total Special Projects Expenses	16,000	2,850	
Increase (Decrease) in Current Year Balance	0	0	
Uncommitted Special Projects Funds	75	75	

ASURA MEMBERSHIP TOTALS

2021 Membership Year

Counts	As Of	As of	This Yr	More Counts	As of	As of	This Yr
	10/6/2021	10/6/2020	-Last Yr		10/6/2021	10/6/2020	-Last Yr
Current-year Members	664	681	-17	By Former Employment Category			
Renewals from prior years (any prior year)	493	505	-12	Faculty and Faculty w/ Admin Appt	288	256	32
Introductory members	171	176	-5	Academic Professional	43	34	9
Paid for the current year, now deceased	2	2	0	Staff	130	141	-11
				University Staff (Service Professional)	181	145	36
Last Year's Members - Not Renewed	198	250	-52	Administrative	22	28	-6
Members last year, now deceased	1	1	0				
				Having an Arizona Address	618	560	58
By Retired-from Organization				Level of Activity			
Retired from ASU	645	663	N/A	Checked at least one volunteer area	155	136	19
Retired from another university	2	1	N/A	Attended at least one event this year	40	153	-113
Former ASU employee, retired elsewhere	5	3	N/A	Attended an event ever	348	293	55
Still employed at ASU	12	14	N/A	Logged in to Members-only Site (ever)	237	179	58
				Made an additional donation this yr	150	123	27
By (Approx.) Time Since First Joining				Non-members in Database			
In Introductory Period	171	176	-5	Was a member at some time	492	455	37
Members for 0-2 Years (excl Introductory)	62	81	-19	Never a member	0	227	-227
Members for 3-5 Years	131	105	26				
Members for 6-10 Years	73	84	-11				
Members for more than 10 Years	227	235	-8				
By Communications They Want to Receive¹							
Upcoming Event Announcements (e-mail)	534	538	-4				
Obituary Notices (e-mail)	292	297	-5				
Prime Times (US Post)	581	603	-22				
Other ASURA Communications (e-mail)	480	482	-2				
None of The Above	8	14	-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.

ANNUAL REVIEW OF ASURA EXPENDITURES
FOR FY2021
2021/22 ASURA FINANCE COMMITTEE

Background

Per ASURA Bylaws, Article VI.A.4, on September 27, 2021, the Finance Committee met with Jerry Snyder to conduct the annual review of expenditures of the Association for reasonableness and consistency with the budget. The documents used for the review were:

- ASURA Financial Report 7/1/2020 through 6/30/2021 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.

Results of Review

After discussing the documents, the Finance Committee unanimously agreed that:

- The revenues and expenditures of the Association in 2020/21, 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 ASURA ending cash balances agreed with the underlying Foundation and ASU records.

Note

- There was no Annual Events Report prepared this year due to the holding of no such events as a result of Covid.
- Consistent with last year, there are no recommendations this year, but just a couple of comments / observations.

Comments / Observations

General University Allocation End of Year Ballance.

In previous years, the unspent balance in the General University Allocation from HR was carried forward into the next fiscal year. Starting FY 2021,

ANNUAL REVIEW OF ASURA EXPENDITURES
FOR FY2021
2021/22 ASURA FINANCE COMMITTEE

however, this practice was stopped and FY2021's yearend balance of \$8.00 was taken back by the University. Congratulations to the Association, and in particular Carolyn Minner, in having a 6/30/21 unspent balance close to zero. Since this sweeping up process is expected to continue, it is important to strive for very low yearend balances.

Change in FY 2021 Operations Account

There was a close to break-even change in account balance for the year, which was good.

FY 2022 Operations Account Budget Surplus.

The FY 2022 Operations Account Budget shows a noticeable budgeted increase in account balance. This is good. There are several reasons contributing to this positive trend.

- The scholarship endowment balance available for spending is increasing as a result of the present stock market. The question is how long will this continue or whether there might be a significant reversal at some point.
- The Wild Apricot payment for this year was made last year. The double payment was made to take advantage of an offer to pay for two years at an old lower rate. Typically, we pay a year at a time.
- Some events that have previously been held in person at a noticeable expense level are not yet being held due to covid.

The account balances of the last several years have been at a level representing a solid finance position. The present budgeted increase for the current fiscal year, however, will increase the balance beyond what is needed for financial soundness. The Finance Committee should consider options for the Board to consider on what to do with this "surplus". While either long-term or short-term options are possible, until getting COVID better under control and effectively behind us, short-term or one time options seem a more reasonable approach to consider.

ASURA Finance Committee

Barry McNeill (chair), Barry Bruns, Carolyn Minner(Business Manager), Gary Kleemann, and Jerry Snyder(contributor)

ASU Retirees Adopt-A-Family

Update – October 7, 2021

I have contacted the coordinators for Tempe Elementary Schools and for ASU and asked them to select the family that ASURA will support this year. I asked them to find out what Grocery stores the families use as the first thing we do is to give them a Gift Certificate for their Thanksgiving meal. I also let the coordinators know that they will need to provide the ages of the children in the family, a 'wish list' for each person, clothing sizes etc.

I expect that we will start shopping for the families in early November. I know that there are 'supply chain' issues with particular Christmas items, so if we can't find what specific item a family may want, we will get gift certificates if necessary. Unlike last year, we should be able to go shopping in person and have fun gifts to wrap and give.

Ginny Sylvester
Chair, Adopt-A-Family