

**MINUTES OF September 12, 2023
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING**

Board Members Present:, Jo Ellen Alberhasky, Jeffrey Bush, Carl Cross, Partha Dasgupta, Theresa Ekin, Kay Faris, Maria Hesse, Tara Roesler, William Stasi, Barry McNeill

Board Members Absent: Rojann Alpers, Bev Buddee, Donald Dotts, Helene Ossipov, Kathy Palmanteer

Ex-Officio Members Present: Kendra Burton, Greg Stone

Committee Chairs Present: Connie McNeill, Patricia Schneider, Jan Shore

Executive Staff Present: Sheila Ainley

Guests Present:

I. CALL TO ORDER

II. INTRODUCTIONS AND WELCOME TO GUESTS

III. ADOPTION OF TODAY'S AGENDA

A motion was made by Will and seconded by Maria to adopt the agenda for today's meeting. Motion carried.

IV. REVIEW AND APPROVAL OF THE MINUTES OF May 9, 2023 BOARD MEETING

A motion was made by Will and seconded by Maria to approve the minutes from the March 14 2023 Board Meeting. Motion carried.

V. FINANCIAL REPORT/TREASURER'S REPORT – Terrie Ekin

Terrie presented the proposed fiscal year 2024 budget and asked for comments. It was pointed out that the Special Projects account has been closed; donations from programs that support the Scholarship and Video History projects will be deposited directly in the appropriate account rather than first putting them in the Special Projects account.

Connie suggested that the Adopt-A-Family allocation be increased from \$2,250 to \$3,000. There was a question as to whether the ASU family was only for students attending the Tempe Campus, /The answer was no.

It was pointed out that the University account has a carry forward from the last fiscal year of \$656. The money had been allocated to partially pay for the summer *Prime Times* printing. The fiscal year closed before the bill was paid and the money moved to this fiscal year when the payment was made. The goal is to reduce the University account down to zero by using the account to pay for most of ASURA's printing and mailing costs.

A motion was made by Will to approve the budget along with \$3,000 allocation to Adopt-A-Family. Seconded by Terrie. Motion carried.

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

- ASU Alumni Association – Tim Desch
N/A

- Emeritus College Liaison – Mark Lussier
N/A

- Human Resources – Michael Latsko
N/A

- University Club Liaison – Tara Roesler
University club has a great new manager. Tailgate parties are continuing. Membership to University Club is \$125 which includes free parking. The University Club is a great asset and it highly recommended.

- University Liaison – Kendra Burton
The major item on Legislative agenda is the budget, with ABOR's request of \$440 million from the State. The New Economy Initiative was launched by ABOR, which funds the Engineering Schools and Science and Technology Centers, but some of the funds will shift to the Medical School and Healthcare initiative, with a focus on rural healthcare. The proposed healthcare initiative budget is \$140 million. Arizona Promise Program provides tuition relief for eligible students. It is currently funded at \$20 million which is very low. The new budget asks for an additional \$150 million. Teachers Academy aims to train and retain teachers in Arizona, and there is great interest in this program. Capital Infrastructure investments need \$155 million for enhancing cybersecurity and repairing old buildings.

Discussion followed on timeline of the Medical School. Given accreditation processes and partnering with UArizona, Creighton, Mayo, the school is not expected to start before 2026 and probably will be located in downtown Phoenix.

- University Senate – Greg Stone
Major achievement for the Senate was the elimination of “non-tenure-track” titles, with a better replacement. Teaching Professor is the new terminology for these positions. The ad-hoc multi-year contracts have been standardized. Salary compression and inversions have been addressed. Best practices for Senators

are being constructed to improve communications from Senators to the academic units.

On October 2nd Anne Jones and Michael Latsko will talk to the senators about undergraduate education and retirement processes.

Greg's presentation was followed by some discussion on pre-retirement seminars.

- University Staff Council – Shawn Banzhaf
N/A

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

- Community Outreach Committee – Subcommittee Reports
 - Adopt-A-Family – Ginny Sylvester
 - Scholarship Committee – Jan Shore
Our recent recipient Sylvia Ceja-Gonzalez graduated with honors. Our new recipient received funds timely. Some members have expressed interest in joining the committee. The scholarship announcement will be posted Oct 1st.
 - Video History Project – Don Doerres
Barry substituted for Don. The difficulties with the digital repository (KEEP) in uploading and metadata formatting have mostly been resolved. The repository is called KEEP. The Bob Francis interview was successfully uploaded with formatted metadata. Interview plans are ongoing.
- Events Committee & Subcommittee Reports
 - Events Committee Coordination – Trudy Perez
N/A
 - Luncheons & Special Events – Mary Stevens
Mary could not attend, but she will be present at the Pizza Party
 - Seminars – Pat Schneider
Seminar committee met in August with a new member who has prior experience coordinating health seminars for ASU students. Two upcoming seminars in October are about Medicare and medical insurance. ADOA and ASRA will present the plans each agency has to offer members. There will be space for NAU and non-members. January seminar is by Tara Brown who works with retirees who want to find life directions in retirement. February is a presentation from the Area Agency on Aging. March seminar is on caregivers and caregiving. May will probably be on writing, but will be decided later.
 - Pre-Retirement Seminars – Trudy Perez, Liz Badalamenti
N/A
 - Travel – John Brock
Jeff substituted for John. Travel committee met over liability issues. 12 have signed up for Costa Rica, and 11 for Southern Arizona. It is difficult to get tickets to Tovrea Castle but will try again on June 15 for Fall. Need feedback for new shows at Silver Star Theater (Yacht Rock and Elvis). ASU Film

Center tour is being considered along with Marriage of Figaro. Tara also mentioned The Arizona Theater Company located in Peoria, offers matinee performances, along with a meal. This might be something to look into to draw members from the West side of town.

- Finance Committee – Terrie Ekin

Barry presented the Financial Health Report for this fiscal year. The report shows that this year's proposed budget is financially sound – expenses are less than income and there is a more than adequate cash reserve (see the attached report if you want more details).

A question was raised as to whether there is enough money to again transfer funds to the Scholarship endowment. Barry said the Finance Committee would consider this when it meets. Last year's scholarship spending was high (paid twice) so this year's will be lower. The endowment has grown to \$100,000 and it covers more than in the past.

- Book Collection – Mary Stevens
N/A

- Government Liaison Council

- Legislature – Don Dotts
N/A

- ASRS Liaison – Dick Jacob
N/A

- ADOA Liaison – Larry Carlson
N/A

- Health Insurance Liaison Council

- ASRS – Dick Jacob
N/A

- ADOA – Larry Carlson
N/A

- Membership and Communications Committee – Subcommittee Reports

- E-News – Barry McNeill
E-News will go out next week.

- Membership Update – Carl Cross

Currently there are 598 active members: 172 Introductory, 426 Renewals. Three hundred eighty-six members did not renew: 242 Introductory and 144 Renewal, i.e., old members. Carl pointed out that on October 10, 2022, there were 803 members: 304 Introductory and 499 Renewals. It is hard to make comparisons since the October report includes the July, August, September retirees and this year's current totals do not.

A discussion about sending another letter to the remaining members who have not renewed ensued. Carl suggested that he would monitor the situation and if warranted, would send a fourth renewal letter only to the remaining non-Introductory members.

A question was raised about whether we had good email addresses for Introductory members. For those mails that bounce, a letter is sent, introducing ASURA and asking for a usable email address. Further when announcements bounce, Wild Apricot marks the member and Carolyn Minner, Membership Operations Manager, attempts to contact the member and get a working email address.

- Obituaries – Tara Roesler
Obituaries are coming out tomorrow. The information comes from the Foundation. The received format has become consistent, due to instructions posted in the website. Doing obituaries is an interesting job.
- Prime Times – Jeannette Robson
Connie substituted for Jeannette. Deadline is 29 Sept.
- Web Site – Connie McNeill, Barry McNeil
No report.
- Database – Paul Harper
N/A

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

November 1st is ASU Benefits Expo. Need volunteer to manage table. Barry will coordinate volunteers. Barry and Maria are available; Terrie is a maybe.

Jeff reported liability insurance for the trips is not needed, but there will be signed waiver forms. Discussion on Board liability will be moved to October. Mary Stevens will be at the next Board meeting and will discuss this further.

September meet and greet, Kay will have a brief PowerPoint presentation. 63 people are registered.

Annual meeting speaker and date will be discussed in October.

Tri-University collaboration - ASU hosts, expenses are rotated. NAU cancelled last year. UArizona has no retiree's association. Tara mentioned she would do some research to see where NAU and UArizona are with their retiree's associations so the collaboration between the three universities continues.

Kay, Kathy and Carl met with Michael Latsko, the new HR VP, in June. It was a productive meeting and he is incredibly supportive and will send the usual \$7k to ASURA.

X. ANNOUNCEMENTS

- Next Meeting – **Oct 10, 2023 in person at CSB 203A**
9:15 am Executive Committee
10:00 am Board Meeting

XI. ACTION ITEMS

XII. MEETING ADJOURNMENT

Meeting adjourned at 11:47

FY 24 ASURA Financial Health Report

As required by Board Policy, the following Financial Health Report was prepared by the Treasurer and the Business Manager for review by the Board at the September Board Meeting.

Definition of Financial Health

ASURA is considered to be financially healthy if

1. current year revenue in the Operations Account is greater than current year expense in that account and
2. there is "an adequate cash reserve" in the Operations Account where an Adequate Cash Reserve is defined as an amount equal to the current scholarship payments plus one-half of non-scholarship prior year expenses.

Application of the Definition

Table 1 Financial Health Calculations

Item	F24*	F23	FY22	FY 21	FY20
Current year expense (operations)*	\$11,399	\$27,900	\$20,889	\$18,801	\$19,933
Current year revenue*	\$18,225	\$18,441	\$17,969	\$18,366	\$18,286
Revenue minus Expenses	\$6,826	\$9,459	\$2,920	\$435	\$1,697
Half (Previous FY's Expenses minus Scholarship)	\$4,645	\$2,245	\$5,465	\$6,117	\$5,617
Scholarship (Oper,)	\$6,500	\$13,610	\$6,400	\$7,872	\$7,700
Adequate Cash Reserve	\$11,145	\$15,855	\$11,865	\$13,989	\$13,317
Current Cash Reserve	\$29,169	\$22,343	\$31,802	\$34,722	\$35,157
Excess Funds	\$18,024	\$6,489	\$19,938	\$20,734	\$21,840

*Projected based on proposed budget.

Discussion of Financial Health Calculation Table 1

The Financial Health Calculations table shows results for the past four years for comparison. FY24 is the column of interest for this year and is a projection based on the budget. Table 1 shows that for FY24 ASURA is financially sound. There is

a projected Operations account surplus (\$6,826) and the Excess Funds cushion (\$18,024) is more than adequate.

Things to note in Table 1.

1. The Excess Funds are back to a level commensurate with the values in the years preceding last year after dropping to \$6,489 in FY23 which is encouraging.
2. In FY23 the net change in the Operations account was red due to the Board approved one time transfer of \$5,000 to the Scholarship Endowment Account plus approval to pay for the FY24 scholarship during FY23 (a fiscal year onetime double scholarship payment). The total scholarship payment out of operations in FY23 was \$13,610.
3. The amount paid from Operation for the scholarship has been steadily decreasing as the endowment payouts have increased with the increased size of the endowment.
4. FY24 budgeted Operation's expenses are noticeably lower than previous years. There are several reasons for this.
 - a. ASURA does not pay for its Wild Apricot license this year. ASURA pays \$3,000 every other year and will have to pay it next year.
 - b. Printing costs are down \$1,000 or so. ASURA is able to shift these expenses to its University account.
 - c. In previous years, money collected by ASURA for events was reported as two entries in the budget:
 - i. the money received for the event was entered as income and
 - ii. the money paid to the event vendor was entered as an expense.

These two entries net to zero (or close to zero by ASURA Policy) but inflate both the expenses and the revenue by as much as two or three thousand dollars. Starting this year only the net is entered in the Operation's budget as an expense hence reducing the reported total expense.

Account	FY23 Budget	Actual YTD as of 6/30/2023	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	31,801	31,801	
Current Year Revenue			
Donations, including membership donations	19,000	18,208	
Holiday Bake Sale 2020	100	233	
Total Operations Current Year Revenue	19,100	18,441	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	850	1,001	
Prime Times summer printing	900	285	most paid from ASU allocation
Prime Times summer mailing	900	-	paid from ASU allocation
Prime Times Supplies	900	709	7,000 shells
<i>Event Costs</i>			
Paid Events - net	150	(716)	(see attached report)
Annual Meeting	500	1,001	
Meet & Greet Luncheon	500	435	
Holiday Potluck & Fundraiser	450	93	
Holiday Picnic & Spring Luncheon	100	-	Winter Event & Spring Fling
<i>Other Operations Costs</i>			
Scholarship Award for AY 2022-2023	5,000	5,000	balance paid from Scholarship Spending Acct
Scholarship Award for AY 2023-2024	0	8,610	balance paid from Scholarship Spending Acct
Newspaper subscriptions for Gov. Liaisons	750	598	Yellow Sheet
AROHE	120	-	credit from prior FY offset this year's payment
Business Luncheons & Service Appreciation	28	18	Presidents plaque updating
Technology Licenses	4,282	4,294	Zenfolio, Wild Apricot (2 yrs), Zoom
Office Equipment & Supplies	1,000	345	
Marketing Supplies	0	-	
Transfer Out			
ASURA donation to Scholarship Endowment	0	5,000	approved by Board 10 Jan 2023
Transfer to Scholarship Endowment - donation change	0	30	
Transfer to Adopt-A-Family	1,197	1,197	
Total Operations Expenses	17,627	27,900	
Increase (Decrease) in Current Year Balance	1,473	(9,459)	
Unexpended ASURA Operations Funds	33,274	22,341	

Account	FY23 Budget	Actual YTD as of 6/30/2023	COMMENTS
General University Allocation (HR)			
Balance Forward	45	45	
Current Year Allocation	7,000	7,000	
Total University Current Year Revenue	7,045	7,045	
Expenses Charged to Allocation			
Annual Report	100	120	
Bylaws & Ballots	300	87	
Laptop purchased Jun 2022 - portion	1,300	-	our FY2023 allocation didn't cover, but OHR did
Office Equipment & Supplies	0	-	
Prime Times Fall/Spring/Summer Printing	1,350	2,013	summer cost partial - balance pd Operations
Prime Times Fall/Spring/Summer Mailing	1,400	1,155	still expecting about \$600 of charges for this
Copier/FAX Equipment Annual Lease	922	922	10% increase over FY22
Membership Drive	650	890	
Technology Services	401	601	Pantheon Web Hosting - 2 sites
Meet & Greet Luncheon	-50	100	
Miscellaneous Expense	0	-	
8.5% Administrative Service Charges	595	501	Charge levied monthly on transactions
Total Expenses Paid From Allocation	6,968	6,389	
Unexpended General University Allocation	77	656	

Special Projects			
Special Projects - Income			
Balance Forward	2,835	2,835	
Current Year Revenue			
Friends/Phx Library Book Sale Net Income	3,000	0	
Total Special Projects Current Year Revenue	3,000	0	
Special Projects - Expenses			
Transfer 1/2 of Book Sale Income to Scholarship	1,538	0	
Transfer 1/2 of Book Sale Income to Video History	4,298	2,760	Carry forward from FY22
Transfer balance to Scholarship spending	0	75	To close account
Total Special Projects Expenses	5,835	2,835	
Unexpended Special Projects Funds	0	0	

Account	FY23 Budget	Actual YTD as of 6/30/2023	COMMENTS
Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	578	578	
Current Year Revenue			
Adopt-A-Family Donations	500	1,250	
Transfer from Operations	1,197	1,197	
Total Adopt-A-Family Current Year Revenue	1,697	2,447	
Adopt-A-Family - Expenses			
Holiday gifts	2,250	2,006	
Total Adopt-A-Family Expenses	2,250	2,006	
Unexpended Adopt-A-Family Funds	25	1,019	

Video History			
Video History - Income			
Balance Forward	10,716	10,716	
Current Year Revenue			
Video History Donations	1,000	1,919	
Book sales net income (1/2 of 2023 revenue)	4,298	3,889	
Total Video History Current Year Revenue	5,298	5,808	
Video History - Expenses			
Equipment & Supplies	500	1,051	
Software Licenses	294	371	Adobe Premiere Pro
Interview Expenses	0	-	
Transfer Out	0	-	
Total Video History Expenses	794	1,422	
Unexpended Video History Funds	15,220	15,102	

Account	FY23 Budget	Actual YTD as of 6/30/2023	COMMENTS
Scholarship Endowment Fund			
Scholarship Endowment Principal			
Balance July 1	95,246	95,246	
Net Investment Return	-1,000	3,101	
Payout to Endowment Spending	-1,500	(3,179)	
Current-Year Contributions	2,300	2,527	
Transfer from Operations	0	5,030	
Total Scholarship Endowment Principal	95,046	102,725	
Scholarship Endowment Spending			
Balance July 1	5,242	5,242	
Payout from Endowment Principal	1,500	3,179	available to spend 1 Jul 2023
Transfer from Special Projects	0	75	closed the Special Projects account
Book sales net income	1,538	1,073	(after 5% unrestricted gift fee)
ASU Scholarship - AY 2023-2024	0	(1,390)	
ASU Scholarship - AY 2022-2023	-5,000	(5,000)	
Total Scholarship Endowment Spending	3,280	3,179	

FY 2023 Events with Fees Handled by ASURA

Event	Fees Paid	Fees Collected	Admin Fee Paid	Net Gain/Loss	Notes
2022 Northern Arizona Tour	11,062	11,660	-	598	
2022 Tovrea Castle	300	275	-	(25)	\$150 of cost - l
2023 Spring Luncheon	1,275	1,280	-	5	
2023 Silver Star Variety	860	810	-	(50)	
2023 Silver Star Country	637	675	-	38	
Totals	14,134	14,700	-	566	
Current fiscal year totals	13,984	14,700		(716)	

Account	FY24 Budget	Actual 8/31/2023	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	22,341	22,341	
Current Year Revenue			
Donations, including membership donations	18,000	4,792	
Holiday Bake Sale	225	-	
Total Operations Current Year Revenue	18,225	4,792	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Annual Report	120		
Membership Drive	67	67	
Prime Times summer printing	150	-	split payment with ASU allocation
Prime Times summer mailing	655	-	
Prime Times Supplies	0	-	
<i>Event Costs</i>			
Paid Events - net	0	900	(see attached report)
Annual Meeting	1,200	-	
Meet & Greet Luncheon	500	-	
Holiday Potluck & Fundraiser	100	-	
Holiday Picnic & Spring Luncheon	0	-	Funded by attendees
<i>Other Operations Costs</i>			
Scholarship Award for AY 2024-25	6,571	-	balance paid from Scholarship Spending Acct
AROHE	120	-	credit from prior FY offset this year's payment
Business Luncheons & Service Appreciation	20	-	Presidents plaque updating
Technology Licenses	416	-	Zenfolio, Zoom (Wild Apricot 2-year subscription)
Office Equipment & Supplies	500	-	
Marketing Supplies	0	-	
Transfer Out			
ASURA donation to Scholarship Endowment	0	-	
Transfer to Adopt-A-Family	981	-	
Total Operations Expenses	11,400	967	
Increase (Decrease) in Current Year Balance	6,825	3,825	
Unexpended ASURA Operations Funds	29,166	26,166	

Account	FY24 Budget	Actual 8/31/2023	COMMENTS
General University Allocation (HR)			
Balance Forward	656	656	
Current Year Allocation	7,000	-	
Total University Current Year Revenue	7,656	656	
Expenses Charged to Allocation			
Annual Report	120	-	
Bylaws & Ballots - printing and mailing	150	-	
Prime Times Fall/Spring Printing	1,500	-	summer cost partial - balance pd Operations
Prime Times Fall/Spring Mailing	1,310	-	
Prime Times Summer Printing	500	-	split payment with Operations
Copier/FAX Equipment Annual Lease	922	922	
Membership Drive	1,850	722	
Technology Services	601	-	Pantheon Web Hosting - 2 sites
Meet & Greet Luncheon	100	-	room rental
8.5% Administrative Service Charges	600	140	charge levied monthly on transactions
Total Expenses Paid From Allocation	7,653	1,784	
Unexpended General University Allocation	3	(1,128)	

Account	FY24 Budget	Actual 8/31/2023	COMMENTS
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Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	1,019	1,019	
Current Year Revenue			
Adopt-A-Family Donations	1,000	114	
Transfer from Operations	1,000	-	
Total Adopt-A-Family Current Year Revenue	2,000	114	
Adopt-A-Family - Expenses			
Holiday gifts	2,250	-	
Total Adopt-A-Family Expenses	2,250	-	
Unexpended Adopt-A-Family Funds	769	1,133	

Video History			
Video History - Income			
Balance Forward	15,102	15,102	
Current Year Revenue			
Video History Donations	1,000	195	
Total Video History Current Year Revenue	1,000	195	
Video History - Expenses			
Equipment & Supplies	2,500	-	
Software Licenses	742	-	Adobe Premiere Pro
Interview Expenses	0	-	
Total Video History Expenses	3,242	-	
Unexpended Video History Funds	12,861	15,297	

Account	FY24 Budget	Actual 8/31/2023	COMMENTS
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Scholarship Endowment Fund			
Scholarship Endowment Principal			
Balance July 1	102,725	102,725	
Net Investment Return	2,000	1,114	
Payout to Endowment Spending	3,500		
Current-Year Contributions	2,500	342	
Transfer from Operations	0		
Total Scholarship Endowment Principal	110,725	104,182	
Scholarship Endowment Spending			
Balance July 1	3,179	3,179	
Payout from Endowment Principal	3,500	-	available to spend 1 Jul 2024
Book sales net income	250	-	(after 5% unrestricted gift fee)
ASU Scholarship - AY 2024-25	-3,429	-	
Total Scholarship Endowment Spending	3,500	3,179	

FY 2024 Events with Fees Handled by ASURA

Event	Fees Paid	Fees Collected	Admin Fee Paid	Net Gain/Loss	Notes
2023 SE Arizona Tour	900	-	-	(900)	
Totals	900	-	-	(900)	

MEMORANDUM

TO: Board of Directors, ASURA

From: Mary Stevens, former attorney in ASU's General Counsel's Office; member of ASURA

RE: Liability Insurance for ASURA trips

DATE: September 12, 2023

A trip leader for one of our upcoming trips asked our President, Kay Faris, about liability insurance coverage for individuals participating in an ASURA trip. It has been my understanding that ASURA does not provide such insurance coverage but I did look into the question.

ASURA is not a legal entity so does not have liability insurance. The legal entity for ASURA is the ASU Foundation. I contacted Hope Sharett, General Counsel for the Foundation and Lisa Loo, General Counsel for ASU. Both advised that the Foundation, ASU or the Arizona Board of Regents do not provide liability insurance coverage for participants in ASURA trips.

The Risk Management Division of Arizona insures employees of the Board of Regents and the state universities, for injuries or damage caused by their liability as employees. ASURA members for the most part are no longer employees of the state. If an ASURA member is still employed, he or she would only be covered for their actions as an employee. If an employee is injured on the job, he or she is covered by the Workers Compensation Department of the Arizona Industrial Commission.

Liability insurance covers bodily injury or property damage caused the negligence of another. The most likely injury or damage while on an ASURA trip would be through an accident while travelling on the bus to or from the destination. If the driver or vehicle mechanical failure negligently caused injury or damage to a participant, the bus company and its insurer would be liable. If another driver on the highway or street negligently caused injury or damage, that driver's insurance would be liable. Another possible scenario would be damage or injury caused by the negligence of the place of lodging. That hotel or place of lodging and its insurer would be liable for injury or damage. The same applies to restaurants or other facilities.

The trip leader also asked about a waiver of liability for trip participants to sign before the trip. I prepared a simple release/assumption of risk and forwarded it to Kay and the trip leader. I personally do not think we need to provide release forms to participants. However, if a trip leader desires to do so, that's fine. We want our trip leaders to be comfortable for assuming the responsibility of planning the trip.

I'm sorry I could not attend the meeting today (out of town). If anyone has questions, please contact me at marystevens0@gmail.com or call me at 602 7578-3750
Mary Stevens

RELEASE

I, _____, will be a participant in 2023 the Arizona Road Trip (“Road Trip”) from October 17-19, 2023, organized by the Arizona State University Retirees Association. Road trips may have risks that could involve injury or damage. I personally and willingly assume all risks in connection with the Road Trip and release and hold harmless the Arizona State Retirees Association from any injury or damage incurred by me as a participant in the Road Trip.

I have read this release before signing it and am of lawful age to sign it.

Signature: _____ (signature) Date: _____