

**MINUTES OF September 10, 2024
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING**

Board Members Present: Maria Hesse, Jeffrey Bush, Carl Cross, Partha Dasgupta, Don Doerres, Theresa Eken, Kay Faris, Caroline Harrison, Richard Knopf, Rodney Rogers, Jan Meyer Thompson

Board Members Absent: Jo Ellen Alberhasky, Beverley Budee, Will Stasi

Ex-Officio Members Present: Kendra Burton

Committee Chairs Present: Paul Harper, Barry McNeill, Connie McNeill, Karen Moses, Pat Schneider

Executive Staff Present:

Guests Present:

I. CALL TO ORDER

Board president Maria Hesse called the meeting to order at 10:03 am.

II. INTRODUCTIONS AND WELCOME TO GUESTS

III. ADOPTION OF TODAY'S AGENDA

Agenda was adopted after discussion.

IV. REVIEW AND APPROVAL OF THE MINUTES OF May, 2024 BOARD MEETING and Annual Meeting Minutes

Maria asked for an acclamation vote to accept the meeting minutes. Accepted unanimously.

V. FINANCIAL REPORT/TREASURER'S REPORT – Jeff Bush/Terrie Eken

- The Treasurer (Barry) presented the 2023-24 final budget and proposed 2024-25 budget. Some negative numbers look like discrepancies but can be explained as money spent on travel is paid before the money is received. Jump in Technology spending is due to some subscriptions are paid once, for two years. D&O insurance costs are budgeted for the 2024-25 period. The scholarship endowment is doing well and is over \$100,000.
- Jeff stated that the board needs to approve the preliminary 2024-25 budget and moved to accept the budget. Kay seconded, passed unanimously.

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

- ASU Alumni Association – Tim Desch
- Emeritus College Liaison – Myles Lynk
- Human Resources – Jarred Elias
- University Club Liaison – Tara Roesler
- University Liaison – Kendra Burton
Kendra reported that the Board of Regents submitted a large budget request (\$432 million) to the Governor of Arizona. The budget includes new costs for the AZ Healthy Tomorrow Initiative, Arizona Promise Program and Capital Investments.
- University Senate – Greg Stone
- University Staff Council – Shawn Banzhaf

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

- Community Outreach Committee – Subcommittee Reports
 - Adopt-A-Family – Ginny Sylvester
 - Scholarship Committee – Jan Shore
This year's scholarship recipient is Keenan Coady, a Junior in Engineering received his first payment. The posting of the next year's Scholarship is going to happen. Some new members may join the Scholarship committee, and this process will happen in December.
 - Video History Project – Don Doerres
Roger Carter is recovering from health issues and will be active again. Video room is functional and is ready to go.
- Events Committee & Subcommittee Reports
 - Events Committee Coordination – Trudy Perez
 - Luncheons & Special Events – Kay Faris
Fall meet and Greet has 60 people signed up and is a large crowd. Catering is different from prior years (no pizza), consisting of sandwiches, salads, desserts and drinks.
Holiday potluck plans are in progress; a suggested date is December 10th. Location may be CSB, Ability 360 or a park.
Spring Luncheon will be planned, locations include Friendship Village or Mirabella.
 - Seminars – Karen Moses
The committee is looking for some new members and a few have been contacted. A fall slate of seminars is being planned such as ASRS and ADOA Insurance plans and a Medicare seminar. In spring the committee plans to cover frauds and scams and AI-related Technology topics.
Seminars on healthy living for seniors and elder law are in the plans.
Barry reported that AROHE has some good seminars, the next one being

on the issue of Loneliness for seniors.

- Pre-Retirement Seminars – Trudy Perez, Liz Badalamenti
- Travel – John Brock
Jeff reported that 8 events coming up. A regional event is Albuquerque, the International one is to the Sicily. Several local events will happen including lunch at Silver Star theater, Tovrea castle, the Lavender Farm and the much-liked trip to the Film School. Tentatively, a trip to Spain in 2026 is being planned.
- Finance Committee – Barry McNeill
 - Barry presented the Financial Health Report (draft). The formula used looks at the budget each year and looks at positive growth of funds. The report also looks at the adequate cash reserves. The revenue minus expenses this year is about \$20,000 which is much more than the minimum of \$10,000.
- Government Liaison Council
 - Legislature –
- Health Insurance Liaison Council
 - ASRS – Dick Jacob
 - ADOA – Larry Carlson
- Membership and Communications Committee – Subcommittee Reports
 - E-News – Barry McNeill
Another E-News is coming in a few days.
 - Membership Update –
Maria thanked all the volunteers for handling the slew of membership renewals, particularly the office staff. A slight glitch in the reports caused some renewing members not being reported properly, this has been fixed.
 - Obituaries – Tara Roesler
 - Prime Times – Jeannette Robson
The deadlines are in the attachments for the meeting. Sept 20 is the next deadline.
 - Web Site – Connie McNeill, Barry McNeill
The updates to the website software have been applied and the search function is fixed. Maria noted that a person interested in joining the board looked at the ASURA website and found it amazing.
 - Database – Paul Harper
Paul looked at the ZIP code distribution of our members and found they are not distributed over Maricopa but concentrated in the Tempe-Mesa area.

VIII. UNFINISHED BUSINESS

- New Board Member: Maria presented Paul Skiera as a possible new Board member. He has 25 years of experience with educational technology at ASU. Maria asked for a vote, motion passed unanimously. He replaces one of the two vacant positions given the departures of Don Dotts and Kathy Palmanteer.
- Affiliation Status and Insurance: A committee looked into ASURA's affiliation with ASU and Liability Insurance. Maria explained the complexities behind our affiliation status with ASU. Since ASURA does not have ASU employees, the current affiliation allows us to remain independent and yet affiliated. The result is that we are not covered by ASU insurance. We plan to remain in this status as we do not want to comply with all the ASU's policies and expectations. The committee recommended that we get Directors and Officers Insurance and forgo general liability insurance as ASURA does not have deep pockets. The committee recommendations are (i) hold events at ASU venues, (ii) hold events at locations that covers liability or find ways to limit liability and (iii) get D&O insurance. Maria moved that we get D&O Insurance, Carl seconded, motion carried with one vote in opposition.
- Community Services Building: Maria discussed the interactions with the Office of University Planning Facilities Office about CSB and where we will be relocated. The CSB building will be decommissioned sooner than we expected, possibly Spring next year. University will look into getting space for ASURA.
- The AROHE Travel Institute has a partnership with the Road Scholar Program, which organizes trips, for retirees' organizations. The prices are high, and the trips are of high quality. They have a large number of travel opportunities coming up and they are looking for ASURA to participate in their travel program. The travel committee will look into this proposal.
- ASURA should consider an ex-officio member from AROHE (or find another way of collaborating with them on Seminars and Travel).

IX. NEW BUSINESS

- Annual Benefits Expo is coming up and Volunteers are needed. Barry and Jan volunteered.

X. ANNOUNCEMENTS

- Next Meeting – **Oct 08, 2024 in person at CSB 203A**
9:15 am Executive Committee
10:00 am Board Meeting

XI. MEETING ADJOURNMENT

Meeting adjourned at 11:52 am.

XII. ADDITIONAL ITEM

On September 14th, Maria called for a vote on electing Karen Moses to the Board, as Vice President of the Board. The vote was 10-0 for electing Karen Moses.

ASURA Financial Report
7/1/2022 - 6/30/2024

Account	FY24 Budget	Actual 6/30/2024	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	22,341	22,341	
Current Year Revenue			
Donations, including membership donations	18,000	16,751	net after 5% to ASU
Holiday Bake Sale	225	-	no bake sale held FY 2024
Total Operations Current Year Revenue	18,225	16,751	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Annual Report	120		used University Allocation for this
Membership Drive	67	85	
Prime Times summer printing	150	247	split payment with ASU allocation
Prime Times summer mailing	655	-	
Prime Times Supplies	0	-	
<i>Event Costs</i>			
Paid Events - net	0	3,001	(see attached report)
Annual Meeting	1,200	445	
Meet & Greet Luncheon	500	482	
Holiday Potluck & Fundraiser	100	500	
<i>Other Operations Costs</i>			
Scholarship Award for AY 2024-25	6,571	6,716	balance of \$10K award is paid from Scholarship Spending Acct
AROHE	120	120	due June 1 each year
Business Luncheons & Service Appreciation	20	136	Presidents plaque updating, gifts to honorees at annual meeting
Marketing Supplies	0	60	poster for ASU Government Day
Office Equipment & Supplies	500	769	
Subscriptions for government liaisons	0	64	Capitol Times
Technology Licenses	416	396	Zenfolio Zoom, Wild Apricot (2-year subscription due 8 Oct 2024)
Transfer Out			
ASURA donation to Scholarship Endowment	0	5,000	
Transfer to Adopt-A-Family	981	1,653	
Total Operations Expenses	11,400	19,673	
Increase (Decrease) in Current Year Balance	6,825	(2,923)	
Unexpended ASURA Operations Funds	29,166	19,419	To reconcile to Foundation, add net book donation of \$2,811
General University Allocation (HR)			
Balance Forward	656	656	
Current Year Allocation	7,000	7,000	
Total University Current Year Revenue	7,656	7,656	
Expenses Charged to Allocation			
Annual Report	120	228	
Bylaws & Ballots - printing and mailing	150	135	
Prime Times Summer 2023 Mailing	0	722	charges were too late to be in FY 2023 as had been budgeted
Prime Times Fall/Spring Printing	1,500	1,579	
Prime Times Fall/Spring Mailing	1,310	1,363	
Prime Times Summer 2024 Mailing	500	764	split payment with Operations as needed
Copier/FAX Equipment Annual Lease	922	922	
Membership Drive	1,850	870	
Technology Services	601	-	Pantheon Web Hosting - 2 sites (somehow not billed by ET)
Meet & Greet Luncheon	100	-	room rental
8.5% Administrative Service Charges	600	560	charge levied monthly on transactions
Total Expenses Paid From Allocation	7,653	7,143	
Unexpended General University Allocation	3	512	

Account	FY24 Budget	Actual 6/30/2024	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	731	net after 5% to ASU
Transfer from Operations	1,000	1,653	
Total Adopt-A-Family Current Year Revenue	2,000	2,384	
Adopt-A-Family - Expenses			
Holiday gifts	3,000	2,395	
Total Adopt-A-Family Expenses	3,000	2,395	
Unexpended Adopt-A-Family Funds	19	1,008	

Video History

Video History - Income			
Balance Forward	15,102	15,102	
Current Year Revenue			
Video History Donations	1,000	803	net after 5% to ASU
Total Video History Current Year Revenue	1,000	803	
Video History - Expenses			
Equipment & Supplies	2,500	-	
Software Licenses	742	411	Adobe Premiere Pro annual renewal for team account, 2 users
Interview Expenses	0	-	
Total Video History Expenses	3,242	411	
Unexpended Video History Funds	12,861	15,495	

Scholarship Endowment Fund

Scholarship Endowment Principal			
Balance July 1	102,725	102,725	
Net Investment Return	2,000	10,481	(Sum of net investment return and endowment payout)
Payout to Endowment Spending	(3,500)	(3,548)	
Current-Year Contributions	2,500	2,014	
Transfer from Operations	5,000	5,000	
Total Scholarship Endowment Principal	108,725	116,672	
Scholarship Endowment Spending			
Balance July 1	3,179	3,179	
Payout from Endowment Principal	3,500	3,548	available to spend 1 Jul 2024
Book sales net income	250	105	after 5% unrestricted gift admin fee
ASU Scholarship - AY 2024-25	-3,429	(3,284)	
Total Scholarship Endowment Spending Account	3,500	3,548	

ASURA Financial Report
7/1/2022 - 6/30/2024

Account	FY24 Actual	FY25 Budget (Proposed)	COMMENTS
ASURA Operations - Income			
Balance Forward	22,341	19,419	
Current Year Revenue			
Donations, including membership donations	16,751	17,000	net after 5% to ASU
Holiday Bake Sale	-		
Total Operations Current Year Revenue	16,751	17,000	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Membership Drive	85	85	Postage on letters mailed by ASURA volunteers
Prime Times summer printing	247	800	may split payment with ASU allocation
Prime Times Supplies	-		
<i>Event Costs</i>			
Paid Events - net	3,001	(2,430)	Some events had expenses incurred last year with income in this.
Annual Meeting	445	800	
Meet & Greet Luncheon	482	900	Increase reflects larger numbers and increased costs
Holiday Potluck & Fundraiser	500	500	
<i>Other Operations Costs</i>			
Scholarship Award for AY 2025-26	6,716	6,347	balance of \$10K award after using the scholarship spending amount
AROHE	120	120	due June 1 each year
Business Luncheons & Service Appreciation	136	20	Presidents plaque updating
Insurance for Directors/Officers		1,200	New expense
Marketing Supplies	60	-	
Office Equipment & Supplies	769	500	
Subscriptions for government liaisons	64	64	Capitol Times
Technology Licenses	396	5,372	Zenfolio, Zoom, Wild Apricot (2 year license fee due this year)
Transfer Out			
ASURA donation to Scholarship Endowment	5,000	-	
Transfer to Adopt-A-Family	1,653	1,770	
Total Operations Expenses	19,673	16,048	
Increase (Decrease) in Current Year Balance	(2,923)	952	
Unexpended ASURA Operations Funds	19,419	20,371	

General University Allocation (HR)			
Balance Forward	656	512	
Current Year Allocation	7,000	7,000	
Total University Current Year Revenue	7,656	7,512	
Expenses Charged to Allocation			
<i>Printing and Mailing Costs</i>			
Annual Report	228	230	
Bylaws & Ballots - printing and mailing	135	135	
Prime Times Fall/Spring Printing	1,579	1,600	
Prime Times Fall/Spring Mailing	1,363	1,400	
Prime Times Summer Printing	764	245	split payment with Operations if money is left
Membership Drive - printing and mailing	870	870	
Membership drive mailing supplies		1,000	envelopes and return envelopes
Prime Times Summer Mailing	722	-	depends on when Mail Services bills
<i>Other Operations Costs</i>			
Copier/FAX Equipment Annual Lease	922	922	
Technology Services	-	601	Pantheon use for two websites. Billing FY 2024 didn't happen.
<i>Event Costs</i>			
Meet & Greet Luncheon room rental	-	100	
8.5% Administrative Service Charges	560	570	charge levied monthly on transactions
Total Expenses Paid From Allocation	7,143	7,673	
Unexpended General University Allocation	512	(161)	

Account	FY24 Actual	FY25 Budget (Proposed)	COMMENTS
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Adopt-A-Family

Adopt-a-Family - Income			
Balance Forward	1,019	1,007	
Current Year Revenue			
Adopt-A-Family Donations	731	750	net after 5% to ASU
Transfer from Operations	1,653	1,770	
Total Adopt-A-Family Current Year Revenue	2,384	2,520	
Adopt-A-Family - Expenses			
Holiday gifts	2,395	3,000	
Total Adopt-A-Family Expenses	2,395	3,000	
Unexpended Adopt-a-Family Funds	1,007	527	

Video History

Video History - Income			
Balance Forward	15,102	15,495	
Current Year Revenue			
Video History Donations	803	800	net after 5% to ASU
Total Video History Current Year Revenue	803	800	
Video History - Expenses			
Equipment & Supplies	-	2,500	
Software Licenses	411	195	Adobe Premiere Pro annual renewal for team account, 1 user
Interview Expenses	-	-	
Total Video History Expenses	411	2,695	
Unexpended Video History Funds	15,495	13,600	

Scholarship Endowment Fund

Scholarship Endowment Principal			
Balance July 1	102,725	116,672	
Net Investment Return	10,481	5,000	(Sum of net investment return (estimate))
Payout to Endowment Spending	(3,548)	(3,500)	
Current-Year Contributions	2,014	2,000	
Transfer from Operations	5,000	-	
Total Scholarship Endowment Principal	116,672	120,172	
Scholarship Endowment Spending			
Balance July 1	3,179	3,548	
Payout from Endowment Principal	3,548	3,500	will be available to spend 1 Jul 2025
Book sales net income	105	105	after 5% unrestricted gift admin fee
ASU Scholarship	(3,284)	(3,653)	AY 2026-27
Total Scholarship Endowment Spending Account	3,548	3,500	



Report on Affiliation Status and Insurance

During the fall of 2023, questions were raised about ASURA's affiliation with the university and whether or not that affiliation meant that we were covered by ASU's insurance for our events and activities. Subsequently, an ad hoc committee was appointed by the Board of Directors to research the issue and bring back a recommendation.

Members of the committee were Kay Faris, Maria Hesse, and Partha Dasgupta. The committee's purpose was to fact-find and make a recommendation to the Board about how to proceed.

A few other background pieces of information:

- Mary Stevens, a former ASU attorney who has been very involved with ASURA, shared that she had already determined that ASURA is not covered by either ASU or the ASU Foundation. Also, she spoke with the Senior Adjuster at the ASU Risk Management Office who said that "state coverage is for the university and its employees, not for affiliated ASU organizations."
- In February of 2024, Denise Blommel, a local attorney with expertise in labor law and nonprofit organizations, presented to the Board of Directors and recommended that we consider purchasing Directors and Officer (D+O) Insurance, as well as liability insurance.

We researched ASURA's affiliation with the university, as that had implications for whether or not ASU or ASURA could be held liable should someone hurt themselves while attending an ASURA event, or while on one of our sponsored trips, for example.

We had discussions with the ASU Alumni Association (ASUAA), the ASU Parents Association, and the Emeritus College as we initially thought these organizations had a similar relationship with the university. As it turns out, these organizations have a different status with the university. The ASUAA has university employees and is covered by the university for some things and also has separate insurance coverage. Their coverage is designed to isolate ASUAA from the university in case of an issue. The Parent's Association also has university employees, as does the Emeritus College.

A key point regarding affiliation status was raised by the other organizations with whom we consulted. Becoming more than "affiliated" with the university, that is, having university employees and some liability coverage, comes with a trade-off. Those organizations have a reporting relationship with a university administrator, and the university exerts more control and has expectations for goal achievement, reporting and more.

So a key question for the Board's consideration is this – should ASURA try to become more closely aligned with ASU in order to be covered by its liability insurance or should ASURA remain more independent and perhaps purchase D+O insurance?

Regarding ASURA events and activities, we surfaced other information about which the Board should be aware:

- The travel company (OAT, Oversees Adventure Travel) with whom ASURA works was questioned about who assumes the liability for anything that happens on a trip. Jeff Bush reported that OAT responded, "Once your group has decided on a date and begun the booking process we are able to add you to OAT's certificate of liability insurance, and your group will be provided a copy for your records."
- When events are held at off-campus locations such as Ability 360 their contract states that we are liable if someone attending our event is injured on their site.
- In conversations with fellow Board members, several have indicated that ASURA does not "have deep pockets," so to speak. In other words, there would not be significant resources to be gained by someone for suing the ASURA.
- The ASU Lodestar Center has a short video that they recently highlighted in their newsletter. They state, "Running a Nonprofit isn't without risk – there is liability in operating any organization... [Learn the basics of risk management for your nonprofit in this video...](#)"

Committee Recommendations for Board Consideration

1. Whenever possible, we should hold ASURA meetings and events in ASU buildings, as opposed to spaces/places where we may be held liable for something that happens.
2. When not possible to hold an ASURA meeting or event in an ASU building, we should strive to use venues that cover participants through their own insurance or enter into contracts that limit our liability.
3. We should consider purchasing Directors and Officer Insurance for the Board of Directors. We estimate that will cost approximately \$1000 per year.



AROHE Travel Institute

Brought to you by Road Scholar

At AROHE's eighth biennial conference at Emory University in 2018 an idea emerged: the formation of an AROHE travel Institute. The vision was to bring together colleagues nationwide who share similar interests and life experiences, by providing avenues for collaboration amidst enriching group travel programs. We aimed to support member retirement organizations (ROs) and regional groups with travel program management resources, offering webinars and Zoom meetings to assist RO's in developing their own travel initiatives.

Road Scholar Partnership

AROHE has established a partnership with Road Scholar with the tagline, "Connecting with each other and the world we live in." Road Scholar has launched a dedicated [web-site](#) to serve as a hub for communicating via newsletters and to detail AROHE-sponsored group travel programs with comprehensive information on trip descriptions, dates, costs, registration deadlines, activity levels, itineraries, and registration instructions.

Get Connected

We remain committed to facilitating regional connections by organizing AROHE trips in each of seven regions (Northeast, Southeast, Midwest, Southwest, Rocky Mountain, West, and Canada). We seek to designate a contact person from each institution to receive trip information for dissemination among their members. Additionally, we invite volunteer representatives from each region to serve on the AROHE Travel Institute Committee, collaborating on planning trips of interest for their respective institutions/regions, with full support of materials from Road Scholar.

Upcoming Trips

In the 2025 inaugural year, we are delighted to offer several trips. [Click here](#) to learn about these adventures. Our goal is to offer 10 trips annually, catering to retired or current college/university faculty and staff, along with their friends and family. It presents a splendid opportunity to connect with like-minded retirees from various institutions and forge new friendships.

To express an interest or receive more information, contact: Cherie Hamilton, chair, AROHE Travel Institute, pimentamalageta@hotmail.com.

[Click to return to the Issue Highlights.](#)

	Current 9/1/2024	Last Year 9/30/2023	Change
Current-year members	556	663	-107
Renewals from prior years (any prior year)	367	489	-122
Introductory members	189	174	15
Paid for the current year, now deceased	0	1	-1
Last year's members - not renewed	398	346	52
Members last year, now deceased	2	1	1
By retired-from organization			
Retired from ASU	544	650	-106
Retired from another university	1	1	0
Former ASU employee, retired elsewhere	2	3	-1
Still employed at ASU	9	9	0
By time since first joining			
In introductory period	189	174	15
Members for 0-2 years (excl Introductory)	70	108	-38
Members for 3-5 years	77	113	-36
Members for 6-10 years	68	77	-9
Members for more than 10 years	153	191	-38
By former employment category			
Faculty and faculty w/ admin appt	236	278	-42
Academic professional	37	46	-9
Staff	262	315	-53
Administrative	21	24	-3
Having an Arizona Address	508	614	-106
Logged in to member-only site (ever)	227	263	-36

Available on request (examples)

- How many want to receive obituary notices
- How many have shown interest in volunteering
- How many have made an optional donation
- How many have logged in as members

ASURA *Prime Times* – Requested Dates for Submitting Articles

Fall 2024 – Spring 2025 -- Summer 2025

FALL 2024

September 10: ASURA Board Meeting
September 20: Please **submit articles** to Jeannette Robson - jrobson_az@yahoo.com
September 30: Final copy to Alpha Graphics for printing & delivery to ASU Mail Services

SPRING 2025

January 14: ASURA Board Meeting
January 24: Please **submit articles** to Jeannette Robson - jrobson_az@yahoo.com
February 3: Final copy to Alpha Graphics for printing & delivery to ASU Mail Services

SUMMER 2025

May 13: ASURA Board Meeting
May 30: Please **submit articles** to Jeannette Robson – jrobson_az@yahoo.com
June 02: Final copy to Alpha Graphics for printing & delivery to ASU Mail Services

NOTE: All dates are subject to change

(Rev. 07/29/2024) ... submitted by Jeannette Robson ... jrobson_az@yahoo.com)