

**MINUTES OF February 11, 2025
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION
BOARD MEETING**

Board Members Present: Maria Hesse, Jeff Bush, Carl Cross, Partha Dasgupta, Don Doerres, Kay Faris, Caroline Harrison, Richard Knopf, Karen Moses, Rodney Rogers, Will Stasi, Jan Thompson, Paul Skiera

Board Members Absent: Jo Ellen Alberhasky, Beverley Buddee (representing ASURA at an event), Theresa Ekin

Ex-Officio Members Present: Jarred Elias

Committee Chairs Present: Barry McNeill, Connie McNeill, Jan Shore, Tara Roesler

Guests Present:

I. CALL TO ORDER

Board president Maria Hesse called the meeting to order at 10:00 am.

II. INTRODUCTIONS AND WELCOME TO GUESTS

III. ADOPTION OF TODAY'S AGENDA

Agenda was adopted.

IV. REVIEW AND APPROVAL OF THE MINUTES OF the previous BOARD MEETING

Kay made a motion to approve, Rodney seconded. Approved.

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

Connie/Maria reported that the HR funds are coming. Scholarship endowment is excellent at around \$120,000.

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

- ASU Alumni Association – Tim Desch
- Emeritus College Liaison – Myles Lynk
- Human Resources – Jarred Elias
Jarred attended the meeting to show support for the ASURA organization.
- University Club Liaison – Tara Roesler
This is a slow time for the University Club. They do have free coffee and refreshments in the morning, once a month.

- University Liaison – Kendra Burton
- University Senate – Elisa Kawam
- 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
Applicants will be coming in a few weeks and we may be inundated with applications. Members of the committee are being contacted.
 - Video History Project – Don Doerres
Don had some Zoom meetings. There are clear customers of the videos (ASURA members), there are sufficient people on the team, repository is not great, in respect to the metadata. ASURA has a YouTube channel and there was some discussion of hosting the videos on YouTube.
- Events Committee & Subcommittee Reports
 - Events Committee Coordination – Trudy Perez
 - Luncheons & Special Events – Kay Faris
Upcoming lunch on March 19th at 11am, Friendship Village. Trudy is in charge of entertainment. There will be tours after the lunch.
 - Seminars – Karen Moses
The artificial intelligence seminar is coming up. The next seminar is on Food and Health by Carol Johnston.
 - Pre-Retirement Seminars – Trudy Perez, Liz Badalamenti
 - Travel – John Brock
Jeff reported that the Sicily trip is coming up. The next international trip will to Spain and Portugal in 2026. A regional trip to Copper canyon is being planned.
- Finance Committee – Barry McNeill
There has been no activity.

Book Donations: Connie reported a \$450 check was received for the last two quarters.

- Government Liaison Council
 - Legislature – Richard Knopf
Richard will be the new Legislative liaison.
- Health Insurance Liaison Council
 - ASRS – Dick Jacob

- ADOA – Larry Carlson
Larry submitted a report. He is looking for volunteers to meet with the ADOA director.
- Membership and Communications Committee – Paul Skiera
Paul is updating the January task list.
 - E-News – Barry McNeill
Will be out this week.
 - Membership Operations – Carl Cross
Carl is getting reports from ASU Foundation and the records are kept up to date.
 - Obituaries – Tara Roesler
The obituaries are going on as usual. Bev is training to be a backup for Tara.
 - Prime Times – Jeannette Robson
Prime Times is being mailed out.
 - Web Site – Connie McNeill, Barry McNeill
Another major change coming out to the web platform -- we are moving from Pantheon to Acquia.
 - Database – Paul Harper
Maria, Karen and Paul worked on the Honorary Members and Appointed Contacts list and the list has been updated.

VIII. UNFINISHED BUSINESS

- Bylaws are being updated after 13 years. The rationale has been outlined in an overview memo. After the board votes to approve the Bylaws, votes will be solicited from the entire membership. The major changes to Bylaws include (i) eliminate the requirement for an Annual Meeting, (ii) change the terms of office for Board members and officers to coincide with the fiscal year – July 1 to June 30, and (iii) making clear who is an “officer” of the organization. Karen made a motion to approve the Bylaws as revised and to seek membership approval. Jan seconded, motion carried unanimously. The Bylaws ballot will be sent out to the membership by Barry and Connie. The election will be held after the Board Election (see below) closes (March 1st). Bylaw election will close April 1st.
- Maria reported that Jeff Clancy is still looking for a space for the office relocation. The date seems to have moved up from end of May to beginning of May.
- The nominations committee has selected 5 candidates for new board members. They are Irma Arboleda, Gary Bitter, Tim Desch, Karen Dwyer and Pat Schneider. The Board elections ballot is ready and will go out today.

IX. NEW BUSINESS

- Maria led the discussion on whether to have a meeting or a relocation workday in April. There will be a workday on April 8, and tentative volunteers are Maria, Kay, Connie, Paul, Don, Richard, Jan, Rodney and Carl.

- Connie informed the board that the old computer equipment is not ASU property and needs to be donated by the video history project.
- Caroline clarified that since our mailings (via US Mail) are less than 200 pieces, they do not qualify for the “Presorted Standard” rate.

X. ANNOUNCEMENTS

- Next Meeting – **March 11, 2025 in person at CSB 203A**
9:15 am Executive Committee
10:00 am Board Meeting

XI. MEETING ADJOURNMENT

Meeting adjourned at 11:26 am.



Larry Carlson

Feb 2, 2025,
12:26 PM (2 days
ago)

to Maria.Hesse, me, JoEllen

Wonderful update about ADOA benefits for the board meeting.

I spoke with Paul Shannon, the Director of benefits at ADOA about giving input and getting information regarding benefits for retirees. He was incredibly open to meeting with a group of us, preferably via zoom. He would like us to have a list of questions or comments to present to him so he can answer questions and research those he can't, and get back with us with responses.

I would like to find as many members as possible to give input for this meeting. For far too long I have been unable to get a response from ADOA, so I am excited to have this opportunity.

I have been providing assistance for ASURA members and my tax clients for many years with insurance problems (many of my clients are state employees or retirees) and recently the volume has increased with questions about insurance choices. I believe this is partly because many of my friends, clients and ASURA members are turning 65 this year and the Medicare switchover can be very tricky and overwhelming for many retirees.

I'm asking for the board to make some type of communication asking for interested members to contact me with specific questions or concerns that can be presented to Paul in a meeting. I am not willing to make this a "bitch session" of complaints to ADOA, but a partnership we can have with them to address specific issues and brainstorm to find solutions. For instance, I want to ask for ADOA to work with ASRS to make a document showing the differences in insurance coverage between both agencies. Right now ASRS has pre-medicare

policies and Medicare eligible policies which are only Medicare Advantage (Medicare C) plans. ADOA does not have any Medicare Advantage plans, only one indemnity program that is secondary to Medicare. Neither have true Medigap (Medicare Supplement) plans. I would like to ask if they are able to offer a true Medigap policy (similar to AARP) which would probably be less expensive for retirees and we would be able to use the ASRS service year based HI supplement to help pay for it. Right now if you choose a policy outside of ASRS or ADOA you can lose up to \$260 a month in Health Care Supplement.

I'm not sure how to ask for volunteers, perhaps Barry could put something in the e-newsletter.

Thank you,
Larry

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Larry Carlson MA, AFSP
White Mountain Lake Tax Service LLC
602-432-0958
AZOrion@gmail.com

Account	FY25 Budget	Actual 1/31/2025	COMMENTS
ASURA Operations			
ASURA Operations - Income			
Balance Forward	19,420	19,420	
Current Year Revenue			
Donations, including membership donations	17,000	9,267	net after 5% to Foundation
Holiday Bake Sale		199	net after 5% to Foundation
Total Operations Current Year Revenue	17,000	9,465	
ASURA Operations - Expenses			
<i>Printing and Mailing Costs</i>			
Annual Report			use University Allocation for this
Membership Drive	85	159	
Prime Times summer printing	800	-	split payment with ASU allocation
Prime Times summer mailing		-	
Prime Times Supplies		-	
<i>Event Costs</i>			
Paid Events - net	-2,430	(1,932)	(see attached travel report)
Annual Meeting	800	72	
Meet & Greet Luncheon	900	1,068	
Holiday Potluck & Fundraiser	500		
<i>Other Operations Costs</i>			
Scholarship Award for AY 2024-25	6,347		balance of \$10K award paid from Scholarship Spending Acct
AROHE	120		due June 1 each year
Business Luncheons & Service Appreciation	20		Presidents plaque updating
Insurance for Directors/Officers	1,200	812	
Marketing Supplies			
Office Equipment & Supplies	500	1,025	Includes replacing the meeting projector
Subscriptions for government liaisons	64		Capitol Times
Technology Licenses	5,372	5,105	Zenfolio Zoom, Wild Apricot (2-years. due 8 Oct 2024)
Transfer Out			
ASURA donation to Scholarship Endowment			
Transfer to Adopt-A-Family	1,770	1,770	
Total Operations Expenses	16,048	8,077	
Increase (Decrease) in Current Year Balance	952	1,388	
Unexpended ASURA Operations Funds	20,372	20,808	
General University Allocation (HR)			
Balance Forward	512	512	
Current Year Allocation	7,000		
Total University Current Year Revenue	7,512	512	
Expenses Charged to Allocation			
<i>Printing and Mailing Costs</i>			
Annual Report	230		
Bylaws & Ballots - printing and mailing	135		
Prime Times Printing	1,845	1,157	
Prime Times Mailing	1,400	673	
Membership Drive Printing and mailing	870	1,012	
Membership Drive mailing supplies	1,000	303	envelopes and return envelopes
<i>Other Operations Costs</i>			
Copier/FAX Equipment Annual Lease	922	922	
Technology Services	601	735	Pantheon Web Hosting - 2 sites (2 yrs - FY2024 billing error)
Office equipment and supplies	0	95	Zoom phone hardware
<i>Event Costs</i>			
Meet & Greet Luncheon	100	-	room rental
8.5% Administrative Service Charges	570	416	charge levied monthly on transactions
Total Expenses Paid From Allocation	7,673	5,313	
Unexpended General University Allocation	(161)	(4,801)	

Account	FY25 Budget	Actual 1/31/2025	COMMENTS
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Adopt-A-Family			
Adopt-a-Family - Income			
Balance Forward	1,007	1,008	
Current Year Revenue			
Adopt-A-Family Donations	750	470	net after 5% to Foundation
Transfer from Operations	1,770	1,770	
Total Adopt-A-Family Current Year Revenue	2,520	2,240	
Adopt-A-Family - Expenses			
Holiday gifts	3,000	2,865	
Total Adopt-A-Family Expenses	3,000	2,865	
Unexpended Adopt-A-Family Funds	527	383	

Video History			
Video History - Income			
Balance Forward	15,495	15,495	
Current Year Revenue			
Video History Donations	800	304	net after 5% to Foundation
Total Video History Current Year Revenue	800	304	
Video History - Expenses			
Equipment & Supplies	2,500	-	
Software Licenses	195	194	Adobe Premiere Pro annual renewal for team acct, 1 users
Interview Expenses		-	
Total Video History Expenses	2,695	194	
Unexpended Video History Funds	13,600	15,604	

Scholarship Endowment Fund			
Scholarship Endowment Principal			
Balance July 1	116,672	116,672	
Net Investment Return	5,000	3,026	(Sum of net investment return and endowment payout)
Payout to Endowment Spending	-3,500	-	
Current-Year Contributions	2,000	1,544	
Transfer from Operations			
Total Scholarship Endowment Principal	120,172	121,242	
Scholarship Endowment Spending			
Balance July 1	3,548	3,548	
Payout from Endowment Principal	3,500		available to spend 1 Jul 2024
Book sales net income	105	236	after 5% unrestricted gift admin fee
ASU Scholarship - AY 2024-25	-3,653		
Total Scholarship Endowment Spending Account	3,500	3,784	

Event	Fees Collected*	ASUF Mgt Fee	Event Costs	Net Gain/ Loss
2024 NM Balloon*	18,296	(915)	(16,094)	1,287
2024 Tovrea Castle**	300	(15)	(150)	135
2025 Silver Star Elvis	322	(16)		306
2025 Silver Star Jukebox	215	(11)		204
Totals	19,133	(957)	(16,244)	1,932

*Net for the NM Balloon in FY 2024 was -\$2320, so the overall net for the event was a loss of \$1,033.

**Another \$150 was paid in FY 2024 for Tovrea Castle, so the net was a \$15 loss.

Overview of proposed changes to the ASURA bylaws

Note: The bylaws were last updated in February 2013.

The motivations for changing the ASURA bylaws are:

- Review things that have not been working particularly well and make appropriate changes.
- Provide for better flexibility to meet changing needs and use changing methods.
- Improve clarity and eliminate outdated wording.

Specific significant changes are listed below:

Make things work better:

- Eliminate the requirement for an annual meeting of the membership. The original intent of these meetings was to conduct association business, but no business has been conducted for years at them. Instead, we can use other events, such as the Fall Meet and Greet, to introduce new directors and officers, honor volunteers, etc.
- Change the terms of office for Board members and officers to coincide with the membership and fiscal years – so the terms of office would be July 1 through June 30 rather than April “date of annual meeting” to April “date of annual meeting”.

Provide flexibility:

- Allow surviving partners of former ASU employees to be members, whether or not their deceased spouse was a member.
- Allow the Nominating Committee for new Board members to specify steps and dates needed to achieve the goals. This means removing some of the specific dates and steps that are in the current bylaws.
- Allow the Executive Committee to create and eliminate committees as needed. Instead of specifying standing committees, the proposed bylaws specify objectives to be

achieved by groups of committees. An “Operations” objective is added to cover the committees performing day-to-day operational tasks.

- Update and streamline the duties of the Executive Officers. This mainly involves removing some outdated wording and improving the format for listing duties. The duties of the Treasurer are changed the most.
- Allow the Secretary and Treasurer to serve as long as they are on the Board, as opposed to the existing constraint to 2 consecutive terms.

Improve clarity:

- Specify who the “officers” of the organization are. This involves renaming the current “officers” to “executive officers”, and adding an article that specifies that executive officers and committee chairs are all officers of the organization. The change makes it clear who is covered by the Association’s Directors and Officers liability insurance.
- Make it clear that vacancies on the Executive Committee can be filled in a manner similar to vacancies on the Board – i.e., nomination of a replacement by the President and approval by the Board.
- Remove redundancies, update terms and punctuation.

BYLAWS
ARIZONA STATE UNIVERSITY RETIREES ASSOCIATION

ARTICLE I. Name

The name of this organization shall be The Arizona State University Retirees Association, also referred to as ASURA or Association herein.

ARTICLE II. Purposes

- A. To work on behalf of retired Arizona State University personnel to ensure that they receive maximum retirement benefits and to communicate membership concerns to representatives of the University, legislators, state government agencies and other groups affecting the welfare of retired persons;
- B. To work for the improvement of the retirement program of Arizona State University and to ensure that Association members are made fully aware of the nature and extent of their retirement benefits;
- C. To contribute to the general public understanding about the issues of concern to retired persons;
- D. To assist ASU retired persons so that they can continue their association with the University and continue to receive University benefits including, but not limited to, course registration and entertainment event discounts, volunteering for University programs and continuing in their professional and educational activities;
- E. To facilitate continuing contributions by members to the furtherance of the objectives of Arizona State University;
- F. To sponsor educational, charitable, service, historical and other programs relating to interests of ASURA retired members.

ARTICLE III. Membership

A. Eligibility

Persons eligible for membership are:

- retired employees of Arizona State University;
- retired persons who were former employees of ASU;
- those who are approaching retirement from ASU;
- retirees from other universities;
- surviving partners of former ASU employees;
- other individuals with approval by a majority vote of the Board of Directors;

The Board of Directors may also appoint individuals or organizations to “Honorary Member” status in order to include them in events and communications. Honorary Members do not need to pay the annual membership donation and do not vote. The Executive Committee will annually review and update the list of Honorary Members.

B. Annual Membership Donation

Members, except for Honorary Members, shall pay an annual membership donation in an amount set by the Board. The membership donation shall be for a fiscal year beginning July

1. Payment covers participation of a member’s partner in all ASURA activities except voting.

C. Vote Entitlement

Payment of the annual membership donation entitles the member to one vote.

D. Association Meetings

Association meetings are meetings open to all ASURA members.

1. Meetings of the Association

Association meetings may be initiated by the President, Executive Committee, the Board, or upon written request of ten (10) members, submitted to the President.

2. Quorum

The voting members present at an Association meeting shall constitute a quorum.

ARTICLE IV. Board of Directors

A. Purpose

The Board of Directors shall manage the affairs of the Association and shall establish policies as needed to carry out the purposes of the Association.

B. Composition

The Board of Directors shall consist of fifteen (15) elected voting members. In the case where the regular Board term of the current President, Vice President, or Immediate Past President has expired, this leader will sit as an additional member of the Board. To facilitate communication between ASURA and ASU organizations (as determined by the Board), representatives from those organizations will serve on the Board as ex-officio members in a non-voting, advisory capacity. Ex-officio members have automatic Honorary Member status in the ASURA for the duration of their service.

C. Eligibility for Board Membership

All current voting members are eligible for membership on the Board.

D. Term of Office

Members of the Board shall be elected for a term of three (3) years. Board members shall not be eligible to serve consecutive terms whether elected, appointed, or serving by virtue of

office. One third of the members shall be elected annually. Any mid-term vacancy on the Board shall be filled by nomination by the President and approval by the Board.

E. Elections

The members of the Board shall be elected by ballot. Election shall be by a plurality of votes cast by members of the Association.

1. The Immediate Past President shall inform the membership of ASURA's nominating procedure and invite suggestions from the membership. The Immediate Past President shall also appoint a Nominating Committee from among the Association membership.
2. The Nominating Committee shall prepare a slate of names for the ballot. To the extent possible, the nominees shall be representative of the constituencies of the Association. The slate shall include the names of members agreed upon by the committee and names of members nominated through petitions received by the Chair of the Nominating Committee. Such nominating petitions must bear the signatures of at least ten ASURA members.
3. Before the April Board meeting the Executive Committee shall count the ballots. The President shall announce the results to the Board and to the membership shortly thereafter.
4. Newly elected members of the Board shall assume their duties effective July 1.

F. Board Meetings

1. Regular Meetings

The Board shall meet monthly from September through May, unless otherwise agreed to. The time and place of such meetings shall be established by the Board.

2. Special Meetings

Special meetings of the Board may be held upon the call of the President or upon request of any three (3) members of the Board.

3. Notice of Meetings

The Secretary shall provide the agenda for upcoming Board meetings, along with meeting date, time and place to each Board member and committee chair at least three days prior to the meeting date.

4. Quorum

A majority of the members of the Board shall constitute a quorum.

ARTICLE V. Executive Officers

A. Composition

Executive Officers of the Association shall be President, Vice President, Secretary, Treasurer and Immediate Past President.

B. Election

The incoming President in consultation with the Executive Committee shall propose a slate of Executive Officers. The Board shall elect the Executive Officers from among its members at its May meeting.

C. Term

The term of office shall be one year beginning July 1. The President, Vice President and Immediate Past President may not serve consecutive terms in these positions. Exception: In the event of the President's resignation, permanent disability or death, the Vice President shall succeed to the Presidency for the remainder of the term and will then serve the subsequent full term as well.

Any mid-term vacancy on the Executive Committee other than the President shall be filled from among the current Board membership through nomination by the President and approval by the Board.

All Executive Officers serve at the pleasure of the Board.

D. Duties

1. Executive Committee

The Executive Officers shall form the Executive Committee. Under the President's leadership, the Executive Committee shall plan meetings of the Board and meetings of the Association, and shall administer the various functions of the Association consistent with the Board's policies. Annually, between May and September, the Executive Committee shall identify chairs of the Committees for the year.

2. President

The President shall:

- a. Serve as the chief elected official of the Association.
- b. Preside at all Executive Committee and Board of Directors meetings and at meetings of the Association
- c. Be responsible for community and University relations.
- d. Ensure that an Annual Report is produced by the end of the fiscal year.

3. Vice President

The Vice President is President-Elect and will succeed to the Presidency automatically. In the case of temporary absence or disability of the President, the Vice President shall perform all the duties of the President and when so acting shall have all the powers of and be subject to all restrictions upon the President.

4. Secretary

The Secretary shall:

- a. Prepare or cause to be prepared minutes of all Board meetings and all Association meetings
- b. Submit such minutes to the Board for approval at its next meeting.
- c. Keep or cause to be kept at the principal office of the Association, or such other place as the Board of Directors may order, all records, including, but not limited to, the Bylaws and a Book of Minutes of all meetings of the Board of Directors and of the Association, with the time and place of holding, the notice thereof given, the names of those present at Board of Directors meetings, the number of votes represented at meetings of the Association and the proceedings thereof.
- d. Give, or cause to be given, notice of all Board meetings to the Board of Directors and notice of all Association meetings to the members.

5. Treasurer

The Treasurer shall:

- a. Present a proposed fiscal year budget to the Board at its September meeting for review and approval.
- b. Present accurate and complete statements of current financial status as directed by the Board.
- c. Review and approve Association financial transactions, including both deposits and expenditures to assure that these transactions are consistent with the budget and with the policies of the financial institutions used by the Association.
- d. Have signature authority on all ASURA financial accounts, shall assure that other officers of the Association have signature authority as needed and shall review signature authorities at least annually.
- e. Provide, on request of any Board member, access to the official account records.

6. Immediate Past President

The Immediate Past President shall serve as a voting member of the Board and Executive Committee, and shall serve as Chair of the Board Nominating Committee.

ARTICLE VI. Committees

A. Committees

Committee chairs are identified by the Executive Committee. Committee chairs shall appoint members to their committees with the assistance of the Executive Committee as needed, shall oversee committee meetings and activities and shall report regularly to the Board on their activities.

1. Government and Health Insurance

The Government and Health Insurance committees shall act as agents of the Board to provide liaison and advocacy in relation to the Arizona State Legislature, the Arizona State Retirement System (ASRS), and such other agencies as the Board may designate. The Health Insurance Liaisons shall monitor existing health insurance programs for University retirees, propose improvements in insurance programs, and suggest actions

that should be taken by the Association to provide the best possible health insurance coverage for its members. The liaisons shall also help make the members aware of their health insurance options.

The committees shall be responsible for planning and directing any ASURA membership efforts to exert influence on designated agencies. They shall consult with the Board in the planning of their activities and base their advocacy activities on prior approval by the Board. The committees shall include a person assigned to oversight of the Legislature, and a person assigned to oversight of the ASRS.

2. Community Outreach

The Community Outreach committees shall identify and promote opportunities for members to donate or volunteer resources to better our community and to oversee any outreach programs designated by the Board.

3. Events

The Events committees shall plan and provide for educational programs and for activities such as luncheons, tours and travel, and other interests as indicated by the members.

4. Finance

The Finance committees shall make recommendations regarding current and future financial matters related to the business of the Association. They shall also annually review expenditures of the Association for reasonableness and consistency with the budget. Results of the annual review shall be presented to the Board within seven months after the close of the fiscal year.

5. Membership and Communications

The Membership and Communications committees shall stimulate and develop Association membership. The committees shall promote and facilitate communication with the membership using such methods as direct mailings, newsletters, email and the ASURA website.

5. Operations

The Operations committees shall carry out the day-to-day operations of the Association, including office staffing and coordination, membership database management and maintenance, mailings and handling of financial transactions.

6. Other

The Board may determine other areas of responsibility to be carried out by committees.

ARTICLE VII. Officers of the Organization

The Executive Officers and committee chairs are considered officers of the organization. The ASURA website shall list all current committee chairs.

ARTICLE VIII. Association Fiscal Year

The fiscal year of the Association shall close on June 30 of each year.

ARTICLE IX. Amendments

The Bylaws may be amended by a two-thirds majority of the ballots returned in a poll of the members. The Board shall approve proposed amendments to the Bylaws before they are submitted to the ASURA membership for a vote.

ARTICLE X. Rules

A. Parliamentary Rules

The current edition of *Robert's Rules of Order, Newly Revised*, governs this organization in all parliamentary situations not provided for in the bylaws or rules of the Association, or of the University, or relevant State or Federal law.

B. Regulating Rules

Such Rules as may be deemed appropriate and consistent with these bylaws may be adopted for the purpose of regulating the business procedures and other ongoing activities of the association. Regulating rules may be added, modified, or deleted by a majority vote of the Board of Directors.



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- B. To work for the improvement of the retirement program of Arizona State University and to ensure that Association members are made fully aware of the nature and extent of their retirement benefits;
- C. To contribute to the general public understanding about the issues of concern to retired persons;
- D. To assist ASU retired persons so that they can continue their association with the University and continue to receive University benefits including, but not limited to, course registration and entertainment event discounts, volunteering for University programs and continuing in their professional and educational activities;
- E. To facilitate continuing contributions by members to the furtherance of the objectives of Arizona State University;
- F. To sponsor educational, charitable, service, historical and other programs relating to interests of ASURA retired members.

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ARTICLE III. Membership

A. Eligibility

Persons eligible for membership are:

- retired employees of Arizona State University;
- retired persons who were former employees of ASU;
- those who are approaching retirement from ASU;
- retirees from other universities;
- surviving partners of ~~former ASU employees~~;
- other individuals with approval by a majority vote of the Board of Directors;

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The Board of Directors may also appoint individuals or organizations to “Honorary Member” status in order to include them in events and communications. Honorary Members do not need to pay the annual membership donation and do not vote. The Executive Committee will annually review and update the list of Honorary Members.

Deleted: of their choice

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Deleted: The appointment may be for an indefinite or a fixed term. Honorary Members do not pay dues, and therefore do not vote. Honorary status for an individual may be revoked through a majority vote of the Board.

B. Annual Membership Donation

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C. Vote Entitlement

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Payment of the annual membership donation entitles the member to one vote.

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D. Association Meetings

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1. Meetings of the Association

Association meetings may be initiated by the President, Executive Committee, the Board, or upon written request of ten (10) members, submitted to the President.

Deleted: <#>Annual Meeting¶
<#>The President shall call an annual meeting of all members of ASURA in each fiscal year. The annual meeting shall be held in April, at a time and place designated by the Board. At this meeting the members of the Association shall transact such business as may be properly presented for action by the members and the Board.¶
<#>Other

2. Quorum

The voting members present at an Association meeting shall constitute a quorum.

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ARTICLE IV. Board of Directors

A. Purpose

The Board of Directors shall manage the affairs of the Association and shall establish policies as needed to carry out the purposes of the Association.

B. Composition

The Board of Directors shall consist of fifteen (15) elected voting members. In the case where the regular Board term of the current President, Vice President, or Immediate Past President has expired, this leader will sit as an additional member of the Board. To facilitate communication between ASURA and ASU organizations (as determined by the Board), representatives from those organizations will serve on the Board as ex-officio members in a non-voting, advisory capacity. Ex-officio members have automatic Honorary Member status in the ASURA for the duration of their service.

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C. Eligibility for Board Membership

All current voting members are eligible for membership on the Board.

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D. Term of Office

Members of the Board shall be elected for a term of three (3) years. Board members shall not be eligible to serve consecutive terms whether elected, appointed, or serving by virtue of

office. One third of the members shall be elected annually. Any mid-term vacancy on the Board shall be filled by nomination by the President and approval by the Board.

E. Elections

The members of the Board shall be elected by ballot. Election shall be by a plurality of votes cast by members of the Association.

1. The Immediate Past President shall inform the membership of ASURA's nominating procedure and invite suggestions from the membership. The Immediate Past President shall also appoint a Nominating Committee from among the Association membership.
2. The Nominating Committee shall prepare a slate of names for the ballot. To the extent possible, the nominees shall be representative of the constituencies of the Association. The slate shall include the names of members agreed upon by the committee and names of members nominated through petitions received by the Chair of the Nominating Committee. Such nominating petitions must bear the signatures of at least ten ASURA members.
3. Before the April Board meeting, the Executive Committee shall count the ballots. The President shall announce the results to the Board and to the membership shortly thereafter.
4. Newly elected members of the Board shall assume their duties effective July 1.

F. Board Meetings

1. Regular Meetings

The Board shall meet monthly from September through May, unless otherwise agreed to. The time and place of such meetings shall be established by the Board.

2. Special Meetings

Special meetings of the Board may be held upon the call of the President or upon request of any three (3) members of the Board.

3. Notice of Meetings

The Secretary shall provide the agenda for upcoming Board meetings, along with meeting date, time and place to each Board member and committee chair at least three days prior to the meeting date.

4. Quorum

A majority of the members of the Board shall constitute a quorum.

ARTICLE V. Executive Officers

A. Composition

Bylaws revised (insert date), updating Bylaws dated Feb. 1, 2013

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Executive Officers of the Association shall be President, Vice President, Secretary, Treasurer and Immediate Past President.

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B. Election

The incoming President in consultation with the Executive Committee shall propose a slate of Executive Officers. The Board shall elect the Executive Officers from among its members at its May meeting.

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C. Term

The term of office shall be one year beginning July 1. The President, Vice President and Immediate Past President may not serve consecutive terms in these positions. Exception: In the event of the President's resignation, permanent disability or death, the Vice President shall succeed to the Presidency for the remainder of the term and will then serve the subsequent full term as well.

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Any mid-term vacancy on the Executive Committee other than the President shall be filled from among the current Board membership through nomination by the President and approval by the Board.

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All Executive Officers serve at the pleasure of the Board.

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D. Duties

1. Executive Committee

The Executive Officers shall form the Executive Committee. Under the President's leadership, the Executive Committee shall plan meetings of the Board and meetings of the Association, and shall administer the various functions of the Association consistent with the Board's policies. Annually, between May and September, the Executive Committee shall identify chairs of the Committees for the year.

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2. President

The President shall:

- a. Serve as the chief elected official of the Association.
- b. Preside at all Executive Committee and Board of Directors meetings and at meetings of the Association
- c. Be responsible for community and University relations.
- d. Ensure that an Annual Report is produced by the end of the fiscal year.

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3. Vice President

The Vice President is President-Elect and will succeed to the Presidency automatically. In the case of temporary absence or disability of the President, the Vice President shall perform all the duties of the President and when so acting shall have all the powers of and be subject to all restrictions upon the President.

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4. Secretary

The Secretary shall:

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- a. Prepare or cause to be prepared minutes of all Board meetings and all Association meetings
- b. Submit such minutes to the Board for approval at its next meeting.
- c. Keep or cause to be kept at the principal office of the Association, or such other place as the Board of Directors may order, all records, including, but not limited to, the Bylaws and a Book of Minutes of all meetings of the Board of Directors and of the Association, with the time and place of holding, the notice thereof given, the names of those present at Board of Directors meetings, the number of votes represented at meetings of the Association and the proceedings thereof.
- d. Give, or cause to be given, notice of all Board meetings to the Board of Directors and notice of all Association meetings to the members.

5. Treasurer

The Treasurer shall:

- a. Present a proposed fiscal year budget to the Board at its September meeting for review and approval.
- b. Present accurate and complete statements of current financial status as directed by the Board.
- c. Review and approve Association financial transactions, including both deposits and expenditures to assure that these transactions are consistent with the budget and with the policies of the financial institutions used by the Association.
- d. Have signature authority on all ASURA financial accounts, shall assure that other officers of the Association have signature authority as needed and shall review signature authorities at least annually.
- e. Provide, on request of any Board member, access to the official account records.

6. Immediate Past President

The Immediate Past President shall serve as a voting member of the Board and Executive Committee, and shall serve as Chair of the Board Nominating Committee.

ARTICLE VI. Committees

A. Committees

Committee chairs are identified by the Executive Committee. Committee chairs shall appoint members to their committees with the assistance of the Executive Committee as needed, shall oversee committee meetings and activities, and shall report regularly to the Board on their activities.

1. Government and Health Insurance

The Government and Health Insurance committees shall act as agents of the Board to provide liaison and advocacy in relation to the Arizona State Legislature, the Arizona State Retirement System (ASRS), and such other agencies as the Board may designate. The Health Insurance Liaisons shall monitor existing health insurance programs for University retirees, propose improvements in insurance programs, and suggest actions

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that should be taken by the Association to provide the best possible health insurance coverage for its members. The liaisons shall also help make the members aware of their health insurance options.

The committees shall be responsible for planning and directing any ASURA membership efforts to exert influence on designated agencies. They shall consult with the Board in the planning of their activities and base their advocacy activities on prior approval by the Board. The committees shall include a person assigned to oversight of the Legislature, and a person assigned to oversight of the ASRS.

2. Community Outreach

The Community Outreach committees shall identify and promote opportunities for members to donate or volunteer resources to better our community and to oversee any outreach programs designated by the Board.

3. Events

The Events committees shall plan and provide for educational programs and for activities such as luncheons, tours and travel, and other interests as indicated by the members.

4. Finance

The Finance committees shall make recommendations regarding current and future financial matters related to the business of the Association. They shall also annually review expenditures of the Association for reasonableness and consistency with the budget. Results of the annual review shall be presented to the Board within seven months after the close of the fiscal year.

5. Membership and Communications

The Membership and Communications committees shall stimulate and develop Association membership. The committees shall promote and facilitate communication with the membership using such methods as direct mailings, newsletters, email and the ASURA website.

5. Operations

The Operations committees shall carry out the day-to-day operations of the Association, including office staffing and coordination, membership database management and maintenance, mailings and handling of financial transactions.

6. Other

The Board may determine other areas of responsibility to be carried out by committees.

ARTICLE VII. Officers of the Organization

The Executive Officers and committee chairs are considered officers of the organization. The ASURA website shall list all current committee chairs.

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ARTICLE VIII. Association Fiscal Year

The fiscal year of the Association shall close on June 30 of each year.

ARTICLE IX. Amendments

The Bylaws may be amended by a two-thirds majority of the ballots returned in a poll of the members. The Board shall approve proposed amendments to the Bylaws before they are submitted to the ASURA membership for a vote.

ARTICLE X. Rules

A. Parliamentary Rules

The current edition of *Robert's Rules of Order, Newly Revised*, governs this organization in all parliamentary situations not provided for in the bylaws or rules of the Association, or of the University, or relevant State or Federal law.

B. Regulating Rules

Such Rules as may be deemed appropriate and consistent with these bylaws may be adopted for the purpose of regulating the business procedures and other ongoing activities of the association. Regulating rules may be added, modified, or deleted by a majority vote of the Board of Directors.

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<#>The Standing Committees may appoint such subcommittees as may be essential to the accomplishment of their business. The subcommittees shall report directly to the committees that appointed them.¶
<#>Term of Office ¶
<#>Members of the Standing Committees shall serve a one-year term and are eligible for successive reappointment.¶
<#>Other Committees ¶
<#>The Board may appoint other committees as necessary. These committees shall report to the Board and shall serve at its pleasure.¶

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