

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

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

**Board Members Absent:** Jo Ellen Alberhasky, Caroline Harrison

**Ex-Officio Members Present:**

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

**Guests Present:**

**I. CALL TO ORDER**

Board president Maria Hesse called the meeting to order at 10:01 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**

Jeff made a motion to approve, Karen seconded. Approved.

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

Connie discussed the issue of spending ASU money, as some things can only be paid by ASU funds. Barry requested the finance committee to price the trips such that there is no shortage.

**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

Tara made her monthly pitch for joining the University Club, especially for parking.

- University Liaison – Kendra Burton
- University Senate – Elisa Kawam  
Elisa Kawam, the Senate President, provided an update on key initiatives and developments at Arizona State University. She discusses efforts to understand and support diverse student experiences across different modalities. The university has implemented a new general studies curriculum focusing on civic participation and knowledge creation. On the faculty side, there is a shift towards career track positions, with new promotion pathways being developed. Elisa also mentioned ongoing discussions about AI in education and preparations for ASU Health, a new university-wide health initiative. She emphasized the importance of community engagement and collaboration with other Arizona universities.
- 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  
Current scholarship recipient, Lolita Halper, will be ready to make a presentation at a future ASURA meeting. The current applications may number about 100 (instead of the normal 15). 11 or 12 members are on the review committee. Final decision should be available by beginning of April
  - Video History Project – Don Doerres  
Video equipment will be packed on April 8. Zoom AI assistant is proving rather good, and may be used to generate summaries and metadata for interviews. An AI tool called nada.ai can generate summaries, chapters, and metadata for videos. The group plans to experiment with these tools for the video collection.
- Events Committee & Subcommittee Reports
  - Events Committee Coordination – Trudy Perez
  - Luncheons & Special Events – Kay Faris  
Upcoming lunch on March 19<sup>th</sup> at 11am, Friendship Village. 54 people signed up. Board approved using any additional funds for tip. Entertainment will consist of a senior tap-dancing group.
  - Seminars – Karen Moses  
The “Food is Medicine” seminar was really informative.
  - Pre-Retirement Seminars – Trudy Perez, Liz Badalamenti
  - Travel – John Brock  
The Sicily trip is soon. Then there will be tours of the Lavender Farms and the Film school. A 4-day trip to Mata Ortiz, Mexico is being planned.

- Finance Committee – Barry McNeill  
No report.

Book Donations:

- Government Liaison Council
  - Legislature – Richard Knopf  
Richard will meet with Pat and Jerry and move forward.
- Health Insurance Liaison Council
  - ASRS – Dick Jacob
  - ADOA – Larry Carlson  
Larry still needs volunteers for a meeting with ADOA. Barry will publicize in E-News.
- Membership and Communications Committee –
  - Membership -- Paul Skiera  
Paul is working on his first batch of membership renewals.
  - E-News – Barry McNeill  
There will be some interesting stuff in the E-News.
  - Membership Operations – Carl Cross  
Carl will contact ASU Foundation for membership renewal reports. Enterprise services has asked for a meeting, as they have a dashboard, which means the Foundation does not have to be contacted for reports.
  - Obituaries – Tara Roesler  
The obituaries come out every week.
  - Prime Times – Jeannette Robson
  - Web Site – Connie McNeill, Barry McNeill  
Connie and Paul worked on software updates and it is working well. The new platform has higher charges and the high volume site are being moved now, ours may be moved around August.
  - Database – Paul Harper  
No activity this time, a new retirees report will be coming.

**VIII. UNFINISHED BUSINESS**

- Kay reported that five new Board Members have been elected. They are: Irma Arboleda, Gary Bitter, Tim Desch, Karen Dwyer and Pat Schneider. There will be an orientation.
- Voting is open for the Bylaws, and about 100 people have voted.
- Maria reported that we have a new location and it is very nice. Location is University Center, Building B in Suite 206. A tour of the facility was done by the Executive Committee. A plan for locating furniture and configurations was presented. After packing on April 8, our things will be moved out and at a later

date we will be moved to the new location. A meeting with Parking Office will happen, to figure out how to handle parking fees.

- Barry presented an update to the policy on Appointed Contacts. The updated policy clarifies some issues: (i) the honorary members are appointed contacts and (ii) unless if there are other reasons they will receive E-News (no US-mailed communications). Kay moved to approve the revised policy, Will seconded, motion passed.

**IX. NEW BUSINESS**

- Connie informed the committee that two meeting minutes have been removed from the time frame 2020-2021. The minutes has been archived.
- ASU Staff council meeting is on March 25, Jan and Bev will be there. There is a shortage of promotional materials. Kay moved to allocate \$500 to the purchases, modified to \$750, Jan seconded, motion passed.

**X. ANNOUNCEMENTS**

- Next Meeting – **May 13, 2025 in person at CSB 203A**  
9:15 am Executive Committee  
10:00 am Board Meeting

**XI. MEETING ADJOURNMENT**

Meeting adjourned at 11:49 am.

## Revisions to Policy for the Annual review of appointed contacts showing modifications

### Background

ASURA generates publications and reports which it shares with its members. Over the years there has been a desire to share some of these communications with a few non-members. The number of people involved has historically been small: the Board Ex-Officio Members, the Emeritus College, an ASRS representative, and the NAU & UofA retirees associations. Interest in adding more people to the list resulted in the adoption of this policy by the ASURA Board of Directors at the May 14, 2019 meeting. **All Appointed Contacts are assigned Honorary Member status as defined in article III.A of the Bylaws**

### Policy on annual review of Appointed Contacts

The ASURA Executive Committee has **the** responsibility for annually reviewing and updating the Table of Appointed Contacts ~~and Desired ASURA Communications~~. **This table includes the contact's Name, Email, Affiliation with ASURA and Will receive. Unless otherwise specified, "Will receive" is limited to E-News. While there is no specific time to do the review, September has generally been when the review is completed.**

During its review the Executive Committee considers:

- Adding / subtracting ~~people / offices~~ **Appointed Contacts**,
- Modifying the ~~communications~~ **"Will receive"** for a particular ~~person~~ **Appointed Contact** / ~~office receives~~, and
- ~~Modifying how the communication is delivered.~~

If the Table is updated, the updated Table is presented to the Board for comment.

## Proposed Revised policy on Annual review of Appointed Contacts

### Background

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- Adding / subtracting Appointed Contacts,
- Modifying the **"Will receive"** for a particular **Appointed Contact**.

If the Table is updated, the updated Table is presented to the Board for comment

Account	FY25 Budget	Actual 2/28/2025	COMMENTS
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**ASURA Operations**
**ASURA Operations - Income**

<b>Balance Forward</b>	<b>19,420</b>	<b>19,420</b>	
<b>Current Year Revenue</b>			
Donations, including membership donations	17,000	9,115	net after 5% to Foundation
Holiday Bake Sale		199	net after 5% to Foundation
<b>Total Operations Current Year Revenue</b>	<b>17,000</b>	<b>9,314</b>	

**ASURA Operations - Expenses**

<i>Printing and Mailing Costs</i>			
Membership Drive	85	159	
Prime Times summer printing	800	-	split payment with ASU allocation
Prime Times summer mailing		-	
<i>Event Costs</i>			
Paid Events - net	-2,430	(2,352)	(see associated 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 due June 1 each year
AROHE	120		
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)
<b>Transfer Out</b>			
ASURA donation to Scholarship Endowment			
Transfer to Adopt-A-Family	1,770	1,770	
<b>Total Operations Expenses</b>	<b>16,048</b>	<b>7,658</b>	
<b>Increase (Decrease) in Current Year Balance</b>	<b>952</b>	<b>1,656</b>	
<b>Unexpended ASURA Operations Funds</b>	<b>20,372</b>	<b>21,076</b>	

**General University Allocation (HR)**

<b>Balance Forward</b>	<b>512</b>	<b>512</b>	
<b>Current Year Allocation</b>	<b>7,000</b>		
<b>Total University Current Year Revenue</b>	<b>7,512</b>	<b>512</b>	
<b>Expenses Charged to Allocation</b>			
<i>Printing and Mailing Costs</i>			
Annual Report	230		
Bylaws & Ballots - printing and mailing	135	46	
Prime Times Printing	1,845	1,788	
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>			
Holiday Potluck	0	100	room rental
Meet & Greet Luncheon	100	100	room rental
8.5% Administrative Service Charges	570	491	charge levied monthly on transactions
<b>Total Expenses Paid From Allocation</b>	<b>7,673</b>	<b>6,266</b>	
<b>Unexpended General University Allocation</b>	<b>(161)</b>	<b>(5,754)</b>	

Account	FY25 Budget	Actual 2/28/2025	COMMENTS
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**Adopt-A-Family**

<b>Adopt-a-Family - Income</b>			
<b>Balance Forward</b>	<b>1,007</b>	<b>1,008</b>	
<b>Current Year Revenue</b>			
Adopt-A-Family Donations	750	470	net after 5% to Foundation
Transfer from Operations	1,770	1,770	
<b>Total Adopt-A-Family Current Year Revenue</b>	<b>2,520</b>	<b>2,240</b>	
<b>Adopt-A-Family - Expenses</b>			
Holiday gifts	3,000	3,165	
<b>Total Adopt-A-Family Expenses</b>	<b>3,000</b>	<b>3,165</b>	
<b>Unexpended Adopt-A-Family Funds</b>	<b>527</b>	<b>83</b>	

**Video History**

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

**Scholarship Endowment Fund**

<b>Scholarship Endowment Principal</b>			
<b>Balance July 1</b>	<b>116,672</b>	<b>116,672</b>	
Net Investment Return	5,000	4,419	(Sum of net investment return and endowment payout)
Payout to Endowment Spending	-3,500	(3,945)	
Current-Year Contributions	2,000	1,544	
Transfer from Operations	0	-	
<b>Total Scholarship Endowment Principal</b>	<b>120,172</b>	<b>118,690</b>	
<b>Scholarship Endowment Spending</b>			
<b>Balance July 1</b>	<b>3,548</b>	<b>3,548</b>	
Payout from Endowment Principal	3,500	3,945	available to spend 1 Jul 2025
Book sales net income	105	690	after 5% unrestricted gift admin fee
Expense entry to be transferred to Operations		(420)	
ASU Scholarship - AY 2024-25	-3,653		
<b>Total Scholarship Endowment Spending Account</b>	<b>3,500</b>	<b>7,762</b>	



Event	Fees Collected*	ASUF Mgt Fee	Event Costs	Net Gain/ Loss	
2024 NM Balloon*	18,296	(915)	(16,094)	1,287	17,381
2024 Tovrea Castle**	300	(15)	(150)	135	285
2025 Silver Star Elvis***	537	(27)	(51)	459	510
2025 Silver Star Jukebox	483	(26)	(612)	(155)	
2025 Spring Luncheon	592.82	32.29	0	625	457
<b>Totals</b>	<b>20,209</b>	<b>(950)</b>	<b>(16,907)</b>	<b>2,352</b>	<b>19,259</b>

\*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.

\*\*\*Another \$408 of expense for this event will show up in March 2025 report.