

Dates to Remember, April 3, 2024 Board Meeting

- April 8, 1:30 pm, Membership Meeting, Alysia Babcock, Native Plants, Restoration of Natural Areas
- April 12, Friday, 11:30 am, Lunch at Brody
- April 24, Wednesday, Board Meeting. **Meeting will take place in Room 27.**
- May 7, Tuesday, 11:30 am, University Club, Annual Meeting
- May 10, Friday, 11 am to 1 pm, Lunch at Brody
- June 2, Sunday, Meadow Brook Tour, Lunch and Theatre for Ella Fitzgerald
- August 16, Friday, Lugnuts game

MSURA Board Meeting minutes: April 3, 2024, 10 am, Hybrid (In-person)

In attendance: Bruce Smith, Rick Vogt, Dave Brower, Mike Gardner, John Forsyth, Dan Mackey, Chris DeFouw, Roger Baldwin, Liz Thomas, Cheryl Pell, Kate Wight, Jacqie Babcock, Angie Brown, Bill Anderson

Called to Order: 10:00 am

Review/Approve the Minutes of the Board Meeting March 6, 2024

Motion to approve minutes by J. Forsyth, seconded by M. Gardner; minutes approved.

Item(s) Requiring Discussion and a Vote

- **Underwriting:** A. Brown moved to accept the revised newsletter sponsorship rates, as presented by R. Vogt. M. Gardner seconded. Motion approved.
- **By-law Change:** D. Brower moved to table changes to the by-laws that would add two At-Large positions to the board, as presented by R. Vogt. B. Anderson seconded. Motion approved.
- **Volunteer Award:** Beginning with the Volunteer Award given during our 2024 annual meeting (May 7), B. Anderson moved to replace the plaque with a certificate and a \$100 dollar gift card for dinner. Seconded by M. Gardner. Motion approved.
- **Communications:** J. Forsyth moved to mail only one newsletter to new retirees, effective with the June/July newsletter. Mailings will continue to those requesting hard copies; all retirees will receive the August/September newsletter through the mail. M. Gardner seconded. Motion approved.

See additional notes under the proper sections, below.

President's Report* (Jacqueline Babcock)

April 11, 2024, is the new date for meeting with University of Michigan Retiree Association board members. A. Brown, B. Anderson, and B. Smith will decide which two among them will represent MSU.

Vice President's Report* (Rick Vogt)

See attached.

Past President's Report (Roger Baldwin)

See **Scholarship Fundraising** section.

Treasurer's Report* (Dave Brower)

- D. Brower emphasized that based on expenditures the board has approved vs. expected revenues we may have a deficit as high as \$7,000. We have received all expected revenues from our underwriters. He suggests that we look for additional underwriters to help cover expenses in future years.
- D. Brower and B. Anderson will attend the Big Ten Meeting during summer 2024.

Motion to approve Treasurer's Report by A. Brown; seconded by K. Wight. Treasurer's Report approved.

MSU Human Resources (Dan Mackey)

A decision will be made soon on the replacement for Humana. D. Mackey again emphasized that the objective has been to minimize changes to the current Humana plan.

By-Law Amendment (Rick Vogt)

Following discussion, as noted in the **Items Requiring Discussion and a Vote** section we tabled plans to change the by-laws to add two At Large Board Member positions.

Leadership for 2024-2025 (Jacqueline Babcock)

- D. Brower continues to plan for a candidate who will replace him as Treasurer. He will have more information for our meeting on April 24, 2024.
- In lieu of adding board member positions we will pursue increasing interest in leadership positions by continuing to reach out to our membership. D. Brower proposes inviting potential candidates for leadership positions to our board meetings. C. DeFouw will continue to recruit volunteers by offering a variety of specific options to fill openings (Volunteer Committee). J. Babcock will strive to gain more participation through a Membership Committee.

Annual Meeting, May 7, 2024 – MSU University Club (Pam Marcis, Liz Thomas, Cheryl Pell)

- The inviters of those on the comp list should encourage comp list attendees to submit their menu choices.
- C. Pell shared her first draft of the 75th Year Anniversary booklet.
- Floor plan has been revised.
- L. Thomas will reserve May 6, 2025 with the U Club for our 2025 Annual Meeting.

Events Committee* (Christina DeFouw)

- D. Brower suggested that an event with Wharton Center be planned after announcement of their full 2024-25 schedule.
- At least 43 people are necessary to ensure that the trip to Meadowbrook on June 2, 2024, is cost effective. Currently 28 people have registered. J. Babcock has notified Friends of Theater. Deadline for signup is April 25. C. Pell will simplify the registration form.
- J. Babcock & P. Marcis also contributed much time & effort to the many events planned over the last year.

BYOB (Cheryl Pell, Bill Anderson)

Forty Biggby cards have been distributed. Fourteen are remaining currently. Incentives will continue.

Scholarship Committee* (Angie Brown)

Fifteen applicants are being considered. The committee will be choosing its winners soon. The selection has been delayed due to the nationwide difficulties in processing submitted FAFSA forms.

Scholarship Fundraising (Roger Baldwin)

R. Baldwin asked about balance necessary in the endowment fund to grant a fourth scholarship at \$2,500, and four scholarships at \$3,000. Balances necessary are approximately \$228,000 and \$250,000 respectively.

Volunteer of the Year Award* (Bill Anderson)

Volunteer of the Year was selected on April 1. As noted above under the **Items Requiring Discussion and Vote** section the award will be a certificate and a \$100 gift card for dinner, effective this year.

Retiree Meals on Campus (Mike Gardner)

Next lunch will be April 12th, from 11:30 to 1. Summer lunches will continue at Brody, from 11 to 1.

Communications*/Underwriters* (Jacqueline Babcock, Cheryl Pell, Rick Vogt)

- As noted in the **Items Requiring Discussion and Vote** section, effective with the June/July newsletter we are changing our practice of mailing newsletters to new retirees for a full year after retirement.
- E-Notices will be downsized, and the info will be moved to the website.
- As noted in **Items Requiring Discussion and Vote** section, revamped fee system for our underwriters was presented and voted on.

Office Management (Liz Thomas)

The next board meeting, scheduled for April 24, 2024, will take place in Room 27.

MSURA Technology, website*, Facebook (John Forsyth, Cheryl Pell, Bruce Smith, Rick Vogt)

J. Forsyth reported that the committee will be using the most up to date platform when redesigning the website. The platform is under development. Those who want to post info on the website will require training. There will be no charge for training or posting. The \$2,000 anticipated as a budget item for website redesign may be considered in 2024-25.

Announcements Nothing reported

A. Brown moved to adjourn; M. Gardner seconded. Meeting adjourned at 11:57 am.

*See attached for additional report information.

Respectfully submitted,
Kate Wight
MSURA Secretary
April 5, 2024

President's Report (Jacqueline Babcock)

1. Past Presidents have been personally invited to the annual luncheon. Patrick Scheetz, Don Jost and Amanda (Kay) Butcher have indicated they will attend and I'm sure past President's currently serving on the board will also attend, so there will be nice representation.
2. Special guests have been invited. I have attached a list which is surely not accurate, but it will give you an idea of who was invited and some of the attendees as of this date. PURPLE are attending. GREEN are the individuals the President invited and BLACK are those invited by other board members. Very exciting to have President Also attached is a still very tentative program. If you have invited individuals and they have accepted the invitation, please let me know as I'm keeping a list for introductions (except the scholarship winners and the journalism student who will be introduced by Angela Brown and Cheryl Pell). We will work on a seating plan closer to the event.
3. Sadly, the bus trip to Grand Rapids for the Gerald R. Ford Museum and Meijer Gardens was cancelled due to low participation. We had only 22 registered and needed about 45 to make it happen. This was a little surprising as the same trip had sold out just before Covid cancelled it and it was one of the top requests in the survey. There were no smaller buses available on that date but the price differential is not that great. I think the major cost is the driver and the hours worked are still the same. Chris DeFouw suggested the Lansing Party Bus and Diana did check into this, but the pricing would not work out. We could consider this for a smaller event, however, as it looks like fun.
4. I have spread the word about the Meadowbrook trip. It has gone out to several theatre groups and registrations are trickling in.
5. The underwriting group will be meeting to finalize recommendations for next year's pricing to bring to the board, hopefully the last meeting. Healthcare did not provide their material this past issue which created space which needed to be filled and delayed the newsletter as Cheryl and Rick determined how to handle the delay. Rick is working on scenarios for Healthcare for next year if they continue as an underwriter.
6. Newman Lofts has confirmed they will help with coffee, drinks, paper products, etc. up to \$200 for the brunch on July 10. Pam Marcis will be meeting with the Chef after Easter week-end.
7. Christina DeFouw volunteered and has been appointed as Chair of the Volunteer Committee and Special Interest Group Coordinator. I will serve as Chair of the Membership Committee next year.

Vice President's Report (Rick Vogt)

HEALTHCARE COMMITTEE REPORT

RFP for Health Care Insurance Provider.

Dave Brower and I represented MSURA attending a session with each of the three finalists healthcare insurance companies. The process was informative and helpful. I will leave the details to Dan Mackey to provide the Board. The process was not public, so there is not much I can say beyond this.

MSU Human Resource is expecting to choose the winner of RFP process soon.

Issues with healthcare insurance.

Side note. I have not heard from any retiree in the past month with healthcare insurance problems.

MONTHLY INFORMAL LUNCHESES

Mike Gardner has done a great job putting these together. Thank you Mike.

We are seeing more and more retirees attend. People are socializing and making connections. I am seeing some reoccurring attendees. All good things.

I would like to suggest that we get maybe four tables of 8 seats each and have one or two Board members at each to talk with the retirees.

We have advertised in E-Notices and Newsletters monthly informal lunches will continue (through the summer). Brody will be open during the summer for lunch between 11am and 1pm. This is a time change from 11:30am to 1:30am and has been noted in the E-Notices and newsletters.

PROGRAM COMMITTEE REPORT

Busy week next week we have a number of events.

Monday, April 8th Alysia G. Babcock, Master Gardener will provide information on the benefits of native plants and positive impact they have for pollinators, birds and the entire ecosystem.

Jacqie Babcock will be MCing this event.

Speaker for Annual Luncheon, Tuesday May 7th is Michael Garland, retired MSU basketball assistant coach.

MSUFCU Community Room - MSUFCU Policy of Usage of Room

Angie Brown and I met with MSUFCU about use of the Community Room for MSURA events. We have reserved the Community Room through December 2025 for monthly membership meetings. Thank you Liz Thomas for handling reserving the rooms.

Conflict with National Holidays and MSURA Monthly Membership Meetings

MSUFCU Farm Lane branch is closed for Federal Holidays. October 14th (Columbus Day) and November 11th (Veteran's Day) meeting dates occur on Federal Holidays. Therefore, the Monthly Membership meetings for these months will be held the Tuesday following the 2nd Monday of the month. We have the same issue in October 13, 2025 as well.

These dates should be reflected on the MSURA Master Calendar of event dates.

EAT-AT-STATE MEAL TICKETS, DOOR PRIZE

We have meal tickets donated by MSU Culinary Services for door prize gifts to people attending the Monthly Membership Meetings. The winner will receive two meal tickets.

COVID MASKS AVAILABLE

Masks have been provided to MSURA by MSU Healthcare and the MSU Pharmacy. These are available at the welcome table at each meeting. We have enough for other events as well. If you are chairing an event and need face masks, give Rick Vogt a call.

2027 BIG TEN RETIREE ASSOCIATION CONFERENCE COMMITTEE

2027 Big Ten Retirees Association Meeting, MSU is hosting it in 2027

Detail planning for this event will begin next year.

MSURA WALKING SIG

The walking SIG has 18 members. We walk three days a week currently, Monday, Wednesdays and Fridays 10am from Jenison Fieldhouse to Bouge Street along the campus river trail or if weather is not great, inside Munn Ice Arena. The MSU Hockey team has practices in the morning, A little bit of entertainment why we walk watching the hockey team work out. Participation has been very good and way above normal for winter months, about 8-10 people walking each day. We walk about 2 mile distance in about 50 minutes, a nice enjoyable pace for most people.

Treasurer's Report (Dave Brower)

Treasurer's Report for March 31, 2024 MSURA Financial Statement

March 2024 revenues totaled \$4,044.31, including \$215 in donation; \$3,000 annual meeting sponsorship from Straightline; and, \$750 in annual meeting registrations. Expenditures for March totaled \$197.60, including \$100 for an article. March revenues exceeded expenditures by \$3,846.71.

Through March 31, 2024, revenues totaled \$21,452.15 and expenditures totaled \$21,844.37, resulting in expenditures exceeding revenues by (\$392.22). We will be in a deficit position all fiscal year, as the revised budget approved by the board had a deficit of up to \$7,000.

As noted in the footnote, as of March 31, 2024 the MSURA Endowment had a balance of \$200,314.16, an increase of \$400 over the prior month. The income account had a balance of \$5,186.35. All four FY23-24 scholarships have been paid in full.

As of March 31, 2024, \$83,849 has been pledged or contributed towards our MSURA Endowment initiative goal of \$60,000, an increase of \$300 over the amount reported last month.

Please contact me if you have any questions.

History Committee Report (Cheryl Pell)

The history committee (comprised of Angie Brown, Nancy Craig, Rick Vogt and me) was created to work on the years 1998-2024 as the earlier years, from 1949 to 1997, have already been completed. We decided to do bullet points. You may read the earlier history as it is up online.

We have met three times so far. We each took a segment of the years and read through old newsletters and minutes and pulled out what we thought were significant events.

We will put a page of our findings in the program for the annual luncheon.

Our work will continue, and we will likely be writing a narrative for the website.

Events Committee Report (Christina DeFouw)

Upcoming Special Events:

06/02/2024 Meadow Brook Tour, Lunch and Theatre for Ella Fitzgerald bus trip

07/10/2024 Brunch at Newman Lofts

08/16/2024 Lugnuts (organized by Dave Brower)

Miscellaneous:

Paulette Lovell will be assisting with registration at the April 8 Membership Meeting.

Scholarship Committee

Scholarship Review Committee: Roger Baldwin, Angela Brown, Diana D'Angelo, Christina Defouw, Neelam Kher, Patrick Scheetz, Bruce Smith, Rick Vogt

On March 18, 2024, Benjamin Brown from Admissions and Scholarships provided the committee with fifteen applications. Interestingly, there were three families that had two students submit applications.

The committee is in the process of reviewing the applications and will submit their top four recommendations by March 31. Four scholarships will be awarded.

This is the first year, applicants were required to submit a short essay about additional activities and their aspirations.

The final list of applicants will be submitted to Ben for review and approval. Winning students and their parents will be invited to the annual MSURA luncheon.

Volunteer of the Year Award Report (William Anderson)

The subcommittee responsible for selecting the 2024 MSURA Volunteer of the Year has completed the following activities:

- prepared and distributed a Volunteer of the Year nomination form at MSURA monthly meetings,
- prepared an announcement of the award for distribution in the MSURA newsletter and E-notices,
- announced nominations are open at the past two MSURA membership meetings,

We have identified three possible candidates. The subcommittee met on April 1 to select the award winner.

Communications / Underwriters Report (Jacquie Babcock, Cheryl Pell, Rick Vogt)

Communications

Newsletter Deadlines

Friday, May 10th is the deadline for content for the June-July issue of the newsletter. Please have content to Rick Vogt and Cheryl Pell by this date.

E-Notice Deadlines

Friday, April 5th deadline for content for the E-Notice email. This will be going out this weekend.

Work is in-process to reduce the size of the E-Notices. Historically, we kept the size of the E-Notice emails to just a few lines of text per announcement. People could click on a link to get details. I am working with John Forsyth and Cheryl Pell to place announcements on the MSURA website. The E-Notices will have a link to the website for details on each announcement. This will be phased in over the next few months.

The benefits of this change is that people will be able to quickly scan the E-Notice email for information. Announcements will not be buried in a long email. This should improve member awareness of our events and announcements. Also, we will use the same announcement across our communications channels (website, newsletters, E-Notices, and Facebook). This will reduce the amount of work to compose announcements and ensure we are consistent.

We are also moving some of the E-Notice content to the MSURA website. Membership and Volunteer Opportunities and Other Organizations of Interest will be housed on the website. This is pretty static information and better placed on the website.

Underwriters

Increase of Underwriter Fees Proposal for 2024-2025 Year.

Proposal to increase underwriter fees for ads in newsletters. This proposal standardizes the fee for a full page ad to \$800 per newsletter. 1/2 page is \$400, 1/4 page \$200, etc. This is an 14.5% increase over the current rates.

Note. Sponsorship is separate from fees from ads. For example, StraightLine provided \$5800. \$3000 was for underwriting the Annual Luncheon and \$2000 was for seven half page ads.

Our Current Underwriters, their ad fees and other sponsorship revenue:

<u>Underwriter Sponsorship</u>	Old Ad	New Ad	Ads Paid For
MSU Advancement	\$0	\$2000	\$2400 3 - 1 Page ad
MSU Human Resources	\$2000	\$350	\$400 1 - 1/2 Page ad
MSU Music	\$0	\$1000	\$1200 3 - 1/2 Page ad
MSU Broad	\$0	\$1000	\$1200 3 - 1/2 Page ad
MSU Healthcare	\$0	\$2000	\$2800 7 - 1/2 Page ad
MSUFCU	\$0	\$2500	\$1869 7 - 1/3 Page ad
Humana	\$0	\$2142	\$2800 7 - 1/2 Page ad
StraightLine	\$3000	\$2000	\$2800 7 - 1/2 Page ad

Total \$5000 \$12,992 \$15,469

MSURA Technology, Website, Facebook Report (John Forsyth, Cheryl Pell, Bruce Smith, Rick Vogt)

Website

Redesign MSURA Website

We have formed a committee to look at redesigning the website. The committee at this time is Rick Church, John Forsyth, Bruce Smith, Rick Vogt, and John Williamson. We will be meeting with MSU IT Services Tuesday, April 2nd to find out what services, tools and training they have available to build it. We will be proposing a budget amount of \$2000 for tools and training at the April Board meeting. A more detailed plan will be developed over the summer months. While the new website is being built, the existing one will remain the main site. Once we get the new one built and it is ready for prime time, we will switch to it. (The URL retirees.msu.edu will be changed to point to the new site at that time.)

It is important while we go through the design process we get feedback from everyone on content and functionality. Please help us move this along and ensure we what we need by giving us your feedback and input in a timely manner.