**MSU Retirees Association Board Minutes**

**September 5, 2018, Room 27 Nesbit Building, 10:00 AM**

**Attending: Bill Anderson, Jaqueline Babcock, Roger Baldwin, Dave Brower, Angela Brown, Dan Chegwidder, John Forsyth, Michael Gardner, Dan Mackey, Pam Marcis, Ron Smith, Liz Thomas, Rick Vogt**

The meeting was called to order by Rick Vogt.

It was moved and seconded the May 2, 2018 minutes be approved. Passed.

It was moved and seconded the August 22, 2018 Board Retreat minutes be approved with the attendees added. Approved with this addition.

**President’s Report (Rick Vogt):**

Rick asked that board members look at the top five potential social activities generated at the August retreat and email him by end of week if they are willing to investigate, chair or work on a committee for one of those ideas.

The Office of Gifts and Planning will include an article on the MSURA scholarship in their next issue.

Thank you cards were passed around for Board Members to sign to thank the underwriters for 2018-19.

The MSU Retirees Club of Florida disbanded. They chose the MSURA Scholarship for their remaining fund balance. A check for $668.16 will be deposited in that account.

**Vice President Report (Roger Baldwin):**

The first membership meeting is Monday, September 10. Kirk Domer, Chair of the Theatre Department will kick off the year as speaker. There will also be a tour of the Department of Theatre scene shop in January.

Roger wants to compose and draft a letter to the new President on behalf of MSURA to let him/her know who we are, what we do, etc.

The *Road Less Traveled* is now a half day program instead of two days. MSURA would like to put some ideas together or distribute a brochure with information on the organization. It was pointed out we do have some materials available which might be useful for this.

**Past President’s Report (Angela Brown):**

We need to update the MSURA website re: scholarships to comply with Admissions deadlines and new guidelines stating current students can apply,

Dave Brower stated we need a balance of about $117,000 to keep the scholarships fully funded (2) at $2500 EA, given current interest rates. We are OK for this year but we do need to talk about some future fund raising to reach a larger balance.

Angela, Roger and Dan Mackey are members of a committee looking at Senior Housing for MSU retirees. Initial research shows a University based retirement community can be supported and the committee is looking at types, amenities, how the University would participate, cost, etc. Upfront contributions and a monthly fee seem to be the model. A primary responsibility of the committee is to ascertain how the University can contribute – facilities on campus, taking classes, sports events, etc. The master plan is to build on the Spartan Village property. Who would be eligible is also being discussed.

**Treasurer’s Report (Dave Brower):**

The July 2018 statement shows revenue of $2015.10 and expenditures totaling $38.50 for a positive balance of $1,976.60. The MSUFCU account balance is $29,765.48; the Agency balance is $6,929.21 and the Development Gift balance is $3,321.80 for a total fund balance of $40,016.49. The MSU Endowment balance is $103,674.80 as of July 31, 2018 with an increase of $308.40 over the previous month. The income account had a balance of $5,257.41 after $2,500 was deducted for the MSURA fall semester scholarship awards.

Dave presented the proposed budget for 2018-19. It was moved and seconded the budget be approved as presented.

Discussion: We are talking about some off campus activities that might need some funding. We do have flexibility. Straightline may also sponsor something like subsidizing meals at the annual meeting. We offered about 20 guests complimentary meals last year (underwriters, scholarship families, etc.) We are not having entertainment at the annual meeting so we could use these funds instead to host an event with a musician. We have musical entertainment lined up for the December membership meeting at a cost of $250. Dave said this can come out of contingency funds.

The budget for 2018-19 was voted on and approved unanimously.

Roger made a motion to pay $250 for a singer and accompanist at the December membership meeting. Ron Smith seconded. Passed unanimously.

Bill Anderson indicated they plan to offer a drawing for six $50 prepaid Visa cards for people who fill out the membership survey. Bill made a motion to set aside $300 for six $50 prepaid Visa cards for returning the survey. Angie seconded. Motion passed unanimously.

22 people have signed up for the Lugnut outing tonight.

Enterprise National Car Rental now has two contract numbers, one for business travel and one for personal travel. National and Enterprise are now one company. Retirees can go to travel.msu.edu for rates and coupons. Insurance is no longer included, but some credit cards or personal insurance may cover this. This information was included in e-notices for retirees.

We need to continue to reeducate new people on campus about MSURA and the contribution of retirees, especially in places like Parking, etc. The MSU Pharmacy is an example. They have opened up delivery positions for retirees. There may be other areas. We are 5,000 strong now and departments should want us on their side and we want them on our side.

Rick thanked Dave re: his successful negotiation with the Parking Office to reinstate parking permits for retiree survivors. The Parking Office did take a budget hit of about $1,000,000 from funding because buses are now free on campus.

**Annual Meeting (Liz Thomas and Pam Marcis):**

The annual meeting is scheduled for Tuesday, May 7, 2019 at the University Club – new location.

**Email Conversion (John Forsyth):**

The new Exchange server product includes retirees. The web interface is very different and the conversion has been rocky. 3,978 people have been migrated. Only a little over 600 are left to go. People at the IT desk are helpful and supportive, however, so do contact them if you have problems.

MSURA email is now a shared folder. It needs to be monitored through Outlook and we don’t have a password. It is a problem because there is a lack of authorization for some. John is working on it. He will look at getting Outlook on the computers in the office using the office supply line item in the budget.

**Benefits (Dan Mackey):**

The open enrollment flyer will be sent out with dates. The Open Enrollment Fair was reduced to two days this year with longer hours. The flyer will show a slight increase in co pays for prescription drugs. There is no change in generics. Brand name prescriptions will go up to $20 for monthly and $40 for three months. Third tier – non preferred drugs go to $40 and $80; specialty drugs will be $75/month co-pay. If retirees have a spouse who are eligible for their own health care for $1300 or less (instead of$1200 last year), they will need to sign up for that plan. Instead of completing a form retirees can go through EBS and there is a slight change in EBS, as well.

Best Doctors – this group is eligible for that. Flu shots will be on campus again.

**Membership Survey (Bill Anderson):**

The survey has been uploaded to Qualtrix. There are two surveys, one for current members and one for recently retired MSU staff and faculty (three years out is the cut off). With the conversion to Outlook Bill is a bit worried about people receiving the survey.

A question was asked about adding a question on volunteering outside of MSU. We are looking for information MSURA can take action on, so this might not be something we can affect.

The consensus was the surveys are fine as is. We want to send them out this month.

Rick will put a notice in e-notice to tell members the survey is coming so they don’t ignore it when it arrives in their inbox. They will receive an email with a link. In three weeks there will be a reminder and then a second email. We have email addresses through e-notices. It is not everyone however. If individuals have unsubscribed they will not be sent the notice. About 3,900 people receive e-notices.

Sorting out recent and not recent retirees may not be easy and it was suggested Qualtrix can do this automatically. Bill will ask his tech person about this.

**Communications (Rick Vogt):**

Rick will be the newsletter editor for this year. Cheryl Pell will continue with lay out. He would like someone to take over e-notices. He has more writers for articles.

**Office Management (Liz Thomas):**

Welcome packets need to go out. John will print labels. The return rate on survey is low.

**Other Items:**

Ron Smith said we need to look at the MSURA bylaws re: the number of meetings we hold. He does not think we are up to date. Rick said this will be reviewed.

Jacqie Babcock announced she will not be in attendance at the October meeting due to travel. A sub will be needed to take minutes.

Meeting Adjourned.

Minutes submitted by Jacqueline Babcock