

## Michigan State University Retirees Association

### Board Meeting, May 1, 2019 - Minutes

#### Room 250 Nisbet Building

**Present:** Bill Anderson, Jacqueline Babcock, Roger Baldwin, Dave Brower, Angela Brown, John Forsyth, Michael Gardner, Anders Johanson, Dan Mackey, Pam Marcis, Ron Smith, Liz Thomas, Rick Vogt

Rick Vogt called the meeting to order at 10 am.

**Approval of Minutes:** Liz Thomas noticed dates were incorrect under “office coverage.” Change will be recorded. Liz Thomas moved the April 2019 MSURA minutes be approved as corrected. John Forsyth seconded. The motion passed.

#### **President’s Report** (Rick Vogt):

- A small revision in the by-laws will be presented at the annual meeting. The board approved this change to be presented.

**SECTION 2.3. Meetings.** The Board of Directors shall meet monthly, ~~other than two three summer months~~ except in June, July and August, and at the call of the President. Although most meetings should be open, the Board of Directors may hold a closed meeting at its discretion.

- Rick passed around an article that was published by MSU Advancement on the MSURA Scholarship.

#### **Vice-President’s Report** (Roger Baldwin):

- MSU’s Acting President, Satish Upda will be speaking at the annual luncheon. He will arrive around 12:45 pm.

Roger had drafted a policy for speaker’s fees. Bill Anderson moved and Mike Gardner seconded the policy be accepted as edited. Motion passed.

*The approved policy is: MSURA does not pay local speakers who are employed by MSU. MSURA will consider paying outside or performers up to \$125 per person or \$500 per group to speak or perform at a MSURA meeting or event. If requested, MSURA will pay mileage at the MSU approved rate for MSU faculty or staff speakers/performers who must travel more than ten miles from an affiliated MSU site (e.g., Grand Rapids, Flint) away from East Lansing.*

*All speaker/performer payments must be approved in advance by the MSURA board. If time is a factor, the President and Treasurer are authorized to approve payment to speakers/performers. Any exceptions to this policy or payment limits require advance board approval.*

- Roger had drafted a letter to the new MSU president for discussion. It will go on MSURA letterhead in an official envelope.
- A report on the survey will be presented at the summer retreat.
- There is discussion on holding a volunteer fair as a separate event or as part of a monthly membership meeting and a similar presentation for special interest groups.
- The summer retreat will likely take place sometime during August 19-23, 10 am - 2 pm with lunch.

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

Scholarship recipients have been chosen. There was some discussion about continuing Amanda Pohl. She has maintained a 4.0 GPA and this is her senior year. Her scholarship will be continued. This year's recipient is Katie Wahl. She is graduating from Jackson HS and is very excited. Both recipients and their parents will attend the annual luncheon.

**Treasurer's Report** (Dave Brower):

Dave indicated that he had not yet received the April ledger information so he will prepare and distribute the April MSURA financial statement when done. He distributed the March 31, 2019 statement and discussed the projected 18-19 fiscal year end financial forecast. Because of the \$2,000 sponsorship of the annual meeting by Straightline, we will likely have a substantial surplus for the year. Accordingly, he recommended that MSURA contribute \$2,500 to the MSURA Endowment. Angela Brown moved \$2500 be transferred to the MSURA Endowment. This was seconded by Mike Gardner. The motion was seconded and passed unanimously.

Dave made a motion that the 2018-19 MSURA Budget of \$16,550 be adopted as the preliminary FY19-20 MSURA budget, with the final FY19-20 MSURA Budget being adopted at the September 2019 Board meeting. John Forsyth seconded. The motion passed unanimously.

April revenues totaled \$2,328.03, including \$1,650.00 in annual meeting revenue and \$528.00 in donations. Expenditures totaled \$848.22, including \$532.70 in printing and \$259.06 in postage. For April, revenues exceeded expenditures by \$1,479.81.

Fiscal year-to-date revenues totaled \$16,385.62 and expenditures totaled \$10,603.72, resulting in a net increase in assets through April 30, 2019 of \$5,781.90. Included in the statement is \$2,750.00 in annual meeting revenue, for which no expenses have yet been incurred.

As of April 30, 2019 the MSURA Endowment had a balance of \$107,168.56, an increase of \$308.40 over the prior month. The income account had a balance of \$4,982.87.

There are 123 reservations for the annual luncheon.

Straightline is paying for their people's lunches in addition to the \$2000 donation to subsidize the luncheon.

**Annual Meeting** (Liz Thomas and Pam Marcis): Pam passed around the program for the annual meeting/luncheon for review.

**MSU Volunteer of the Year Award** (Jacqie Babcock): Jacqie reported there were two nominations. A committee comprised of Roger Baldwin, Patrick Scheetz and Ron Smith agreed on one candidate. The plaque has been ordered and picked up. Jacqie suggested the board develop some guidelines for this award. She will draft ideas for discussion.

**Bus Trip to Kellogg Manor and Gilmore, Post Event Report** (Pam Marcis): The trip was a big success. The surveys are very positive. We will approach Sharon Hetrick, the travel agent to begin arrangements for another trip in the fall, likely to Detroit.

Jacqie will also look for options for a theatre production to offer to MSURA members.

**Prescription Insurance Coverage for Medicare Recipients** (Dan Mackey): Emails and letters have been sent to retirees about the new drug coverage policy. Members will be encouraged to attend information meetings in the fall. These meetings are important as individuals will be able to ask individual questions. There will also be more mailings with additional information. HR will also present at the October membership meeting.

**Communications/Underwriters** (Jacqie Babcock and Rick Vogt): Jacqie will contact underwriters beginning in July. Rick as published deadlines for the newsletter and dates for the e-news emails.

**Office Management**: (Liz Thomas): Liz will start staffing the office in late August.

**Membership/Special Interest Groups** (Pam Marcis): The knitters will be at the luncheon.

The Genealogy group is very active. Their guest speaker was a big success.

**Other:** Ron Smith mentioned his four multi-year pledge for the scholarship is finished but he hasn't been asked to pledge again. Do we know who have donated? We don't think Development contacts people about renewals

The meeting was adjourned at 11:40 am.

Minutes submitted by Jacqueline Babcock