

MSU Retirees Association Board Meeting

November 6, 2019, Room 125 Nesbit Building

Attending: Wm. Anderson, Jacqueline Babcock, Roger Baldwin, Dave Brower, Angela Brown, Nancy Craig, John Forsyth, Michael Gardner, Dan Mackey, Pam Marcis, Bruce Smith, Ron Smith, Liz Thomas, Rick Vogt (via phone), Lori Strom (guest)

Roger Baldwin called the meeting to order at 10 am. He introduced Lori Strom who is working on a volunteer fair.

Minutes (Jacqie Babcock): *Bill Anderson moved the September 2019 minutes be approved; Angela Brown seconded; Passed unanimously. Bill Anderson moved the October 2019 minutes be approved; Angela Brown seconded. Passed unanimously.*

President's Report (Roger Baldwin):

Congratulations to Pam Marcis for a great job on the bus trip to Detroit. There were 55 people on the bus and over 18 people on a wait list. There were people on the bus who don't attend other events, so we are reaching out to a larger circle.

Brochure update - Roger has gone through the brochure material and made some edits. It needs to be reviewed by someone with a PR background. Jacqie will ask Jeanie Croope if she could review and suggest edits. Angie can also ask the MSUFCU team but there might be a small fee. Liz thought the welcome packet should be sent out the end of January 2020.

Roger reached out to the new President's Chief of Staff. The President prefers not to talk to small groups, 25 or less, so he would likely not agree to attend a board meeting, but the board will send a request for speaking at the annual meeting in May 2020.

Roger is meeting with a person from the alumni office tomorrow re: some of our ideas from the retreat. He will discuss coordinating events, how our two organizations might work together, how we might be able to build on some regional meetings the Alumni Association already holds and perhaps how we could insert some of our activities in their publications or some of their activities in our newsletter and e-notices.

Volunteer Fair (Lori Strom): The event will take place April 1, 1:00-3:00 pm at the MSU Federal Credit Union location on Farm Lane. There will be a panel of retirees talking about their volunteer experiences (Dave Brower, Jackie Payne, Angela Brown, Norb Kerr and one open spot). The keynote will be given by the Capital Area United Way CEO, Teresa Kmetz. AARP has been invited to discuss opportunities for seniors. There should be some food offered; the board can discuss options. Groups are being invited to have a table. Several have committed and others were suggested to Lori for possible interest.

Vice-President's Report (Rick Vogt): It was a busy October for events, but all went well. Relaxing Under the Stars had about 14 people attending. Due to inclement weather, the river walk did not take place. The Open Enrollment overview was a full house. Dan said there were a lot more attendees than he expected because of the information sessions held previously. It means retirees are still looking for information. He feels if there are changes next year or sometime in the future we will need to schedule more than one meeting and maybe hold the gathering in a larger space. He will check if dates are scheduled for next year so we can plan ahead.

The MSU Pharmacy announced they may move to the Eyde Building with free parking next year. Retirees can get shingle shorts, pneumonia and tetanus shots at the Pharmacy. It's free for MSU retirees.

Rick asked the board to send a thank you to IT and the Help Desk to for their assistance with the switch to new email system for retirees.

We do need to investigate possibilities for a larger space for membership meetings for next year.

Treasurer's Report (Dave Brower): The September financials were sent via email after the October meeting.

October 2019 revenues totaled \$184.60, including \$123.00 in donations. Expenditures totaled \$1,079.76, including \$250.95 in postage and \$717.17 in printing. October 31, 2019 net expenditures exceeded revenues by \$895.16

October year-to-date (YTD) revenues totaled \$11,905.63, including \$9,500 in underwriting revenue and YTD expenditures totaled \$8,027.36. YTD net revenues exceeded expenditures by \$3,878.27. Since most underwriting revenue has been received, this surplus will be used during the year for operational expenses.

As of October 31, 2019 the MSURA Endowment had a balance of \$112,627.16 an increase of \$250 over the prior month. The income account had a balance of \$7,389.55, net of \$2,500 deducted for the first half of the two MSURA scholarships awarded.

Bruce Smith moved and John Forsyth seconded to approve the October financial statement. Passed unanimously.

Video Taping Monthly Meeting Speakers: As part of the survey we found that a large percent of retirees live out of state or north of Lansing. Dave suggested we could record our monthly speakers. It would require a budget of about \$1,000 for equipment. We would be taking this out of the fund balance – above the current budget, but it would enhance our service to members. Bruce Smith suggested a trial for a couple of months with his equipment before we purchase equipment. We could track to see how many people view on the website. We will need a release form for the speakers. We will also have to inform the audience the presentation is being recorded and ask the speakers to repeat any questions at the end so they can be heard as part of the record. We might not be able to record the music programs due to copyright issues. Rick will contact the speakers for Monday and Bill will have the release form for them to sign. The vote for this expenditure was delayed until we evaluate the first efforts.

Renewal of Liability Insurance: The annual renewal for liability insurance is due. The premium has not gone up. *Dave Brower made a motion to renew the liability insurance with Great American Insurance Group at a cost of \$825. Angela Brown seconded. Passed unanimously.* We don't have insurance for slips and falls, etc. It's up to the board to make sure third parties we work with are insured.

Dave reported the board needs to update signers and responsible persons for the MSUFCU account. Those to be added would be Roger Baldwin, Rick Vogt and Dave Brower. Angela Brown will be removed. Dave has prepared a three page summary "manual of procedures" on this for future reference.

Jacqie Babcock made a motion to approve Dave Brower, Roger Baldwin and Rick Vogt as signers and responsible persons on the MSUFCU MSURA account: Bill Anderson seconded. Passed unanimously.

Retaining Historical Records: Dave maintains three full years of records. He disposes of older records with Human Relations for shredding. When he was wrapping up files from the Florida operations he found photos and historical documentation of the organization. He wondered of these should go to the archives? We have not kept these records for MSURA. We should at least save our newsletters as an historical document. We can do this electronically or there may be other options. Dave asked the board to think about this. He will keep the books with photos in the office and he will check with Archives in Conrad Hall about options or suggestions on how to proceed.

Lugnut Outing: The Lugnut schedule is out for next year. We had two baseball events last year, one in the lower section and one in the box. He has talked to Nancy Craig. We don't want cost to be a problem for people. Nancy also suggested June is a busy month for people. Maybe we should rethink the date – July and August. Pam reminded the group that two years ago we had an event in the picnic area. Dave will check out the cost of that option.

MSU Board Retreat Follow Up (Roger Baldwin): Roger handed out information he prioritized from polling the board after the retreat. Any item that was mentioned six times or more is included. There are two columns, one for items prioritized for this year and a second column for discussion for future years

It is also felt it is important to collect information on volunteer hours by retirees. The University of CA does this and there is so much happening there they call it the 11th institution. Even some anecdotal information may be useful. This will be discussed further.

Angie talked to April Clobes at the Credit Union. They are interested in partnering with events around the state. We can follow up with that.

Future Tours (Pam Marcis): Pam is meeting with Sharon on Monday. She was concerned with the physical ability of this particular trip and safety. Pam wants to schedule something the end of February or March, likely the Grand Rapids area. She wants to figure out a way to include retirees who live in the GR area at a potential price reduction because they would not need to be transported by bus.

Theatre and Dinner (Jacqie Babcock): There are 12 retirees and Kirk Domer registered for dinner at the Red Cedar Grill after the Williamston Theatre play on November 24. She will work on a spring theatre event.

Senior Housing (Angela Brown): This is on the back burner for now.

Annual Meeting (Pam Marcis): Pam is meeting with the University Club about menu and pricing. Roger will invite the President of MSU. Prices have gone up. We may need to go to \$30 per person.

Office Management (Liz Thomas): We have a new volunteer, Cindy Roach, and she is working in the office. Pam will cover the registration table at the monthly meeting on Monday.

The next board meeting is December 4.

The meeting was adjourned 11:45 am.

Submitted by Jacqueline Babcock, Secretary