

UC Davis Retirees' Association Executive Board Meeting

Thursday, September 12, 2013

1:15 – 4:15 p.m.

Alumni Center, West Conference Room

Meeting Minutes

Present: Sue Barnes, Karen Castelli, Lucy Day, Micki Eagle Faulkin, Deanna Falge-Pritchard, Sandra Filby, Bob Halferty, Janet Hamilton, Lyn Lofland, Diane Mundy, Barbara Nichols, Linda Vieira, Bill Wagman, Phyllis McCalla, President

Unable to Attend: Maggie Ahern, Gloria Alvarado, Louis Campos, Ted Hilyer, Silvia Hilyer, Yvonne Marsh, Kate Mawdsley, Norma Rice, Rose Romant

Introductions and Announcements

President Phyllis McCalla called the meeting to order at 1:15 p.m. She gave a brief welcome to all. Introductions were postponed to later on the agenda.

McCalla announced that Norma Rice had undergone surgery, and was doing well. Board members expressed best wishes to Norma for a speedy recovery.

Approval of Minutes

Minutes from the June 13, 2013 were handed out. Bob Halferty gave a motion to approve. They were seconded by Sandy Filby. Minutes were approved.

Treasurer's Report

Diane Mundy reported memberships collected in July and August amounted to \$2,210. The staff scholarship was awarded in the amount of \$1,000, and stamps and other miscellaneous items were purchased. The balance is \$18,024.33.

The beginning balance is different from June 15 due to payments made during the summer; the financial statement which includes June is available if anyone wants to see it. The previous year's statement is also available.

UCDEA Report

Lyn Lofland reported the decision was made today to table the question of the Emeriti College, mostly due to a lack of enthusiasm. It was felt the EA already does much of what an emeriti college would do. The exception would be the space, such as a house or other facility, which is not currently available.

The EA has made a decision to have morning coffees with campus administrators. John Meyers will be the first person in November. It was suggested the RA might want to send 1 or 2 representatives, if anyone is interested.

The EA has decided to do something about their web page. A small committee was formed to rethink what ought to be included on the page and if they might need a webmaster.

Sue Barnes noted that Marjorie would be moving the database to the Development Office, hopefully this fall. If each association wanted to have its own webmaster the Retiree Center would welcome that.

Phyllis stated Joanne Bookman was the website committee chair for EA, and suggested Deanna be included on the committee. Phyllis indicated she has a hard time maneuvering the RA website and would like to see some changes and updates.

The EA decided against participating in the Picnic Day carriage. The main reason was it is the RA's major way to honor someone; the EA has other ways in which to honor their association members. Honoring someone from the EA would dilute honoring someone from the RA.

Board Orientation

Binder Materials – Binders were passed out to the board members containing the mission statement, by-laws, and other materials. Committee and officer duty statements are meant as resource information. Any changes in duties may be brought back to the board for discussion.

Brief past history of Executive Board operation

Agenda items have been listed in the following order:

1. Introductions and Announcements
2. Invited Speaker when possible
3. Approval of the Minutes
4. Retiree Center Update
5. Emeriti Association Update
6. Treasurer's Report
7. Committee Reports – Chairs
 - a. Membership Committee
 - b. Public Relations and Media Committee
 - c. Nominations Committee
 - d. Program Committee
 - e. Campus Connections
 - f. Scholarship Committee
8. Old Business
9. New Business

Brief new board operation

This year Phyllis McCalla plans to operate by using a non-traditional consent agenda with the intent to operate more efficiently allowing for group discussions, problem solving and planning with less time spent on 'standard' committee reports. Most consent agendas would place committee reports prior to old-continuing-and new business items.

She plans to have committee chairs submit reports one week prior to the board meeting notice so the reports can be included in the documents sent by Sue Barnes. Reports will be discussed if a board member indicates they have an issue or want more clarity of the submitted report.

Announcement items from the Retiree Center will be listed at the bottom of each month's agenda. Questions from board members will be answered just prior to ending the board meeting.

Future agendas will look similar to the September 12, 2013 agenda minus item 5 Board Orientation.

- 1. Introductions and Announcements – All**
- 2. Approval of the June 2013 Minutes** - submitted by secretary (in writing prior to meeting)
- 3. Treasurer's Report** - submitted by treasure (in writing prior to meeting)
- 4. UCDEA report** – representative from EA
- 5. Old Business** - Items that have come to an end
- 6. Continuing Business** - carried forward from last meeting

7. New Business
8. Working Agenda - discuss project(s), develop plan, finalize
9. Consent Agenda - Committee Reports – Chairs/Appointed Representative
 - a. Name of Committee - committee chair submitted no report
 - b. etc.

Written list of UCDRA/UCDEA/Retiree Center events - submitted by Sue Barnes

Mini Workshop

Board Introductions – Introductions were expanded so each member could tell something about themselves in order to get to know everyone better.

Planning Thoughts from June 2013 Minutes – Board members were asked to review and prioritize planning thoughts from June 2013. Discussion ensued, with many suggestions made, such as:

- o Many of the Thoughts could be consolidated under the heading of Public Relations.
- o We need to find a way to increase membership, in order to increase income. Suggestions included looking for ways for retirees to have fun, and emphasize the resources available to retirees.
- o Review committee structure every other year instead of each year. Phyllis looked at the structure of some of the committees and found some may not be needed except for 1 week per year such as the Audit Committee of which Sharon Henn served on during 2012-13. If anyone has any issues with committees, bring to the board in order to develop an action plan.

Due to time running out, this item will be continued to next meeting.

Old Business

There was no old business.

Continuing Business

Officer Statements – Every position must submit an annual report. This includes officers, members-at-large, and Committee chairs. The reports are due at the end of each year. Reports should be submitted via e-mail. Some annual reports have not yet been submitted.

New Business

2013-14 Budget – Diane Mundy reported there is a negative balance for the 2013-14 budget. Membership dues were a conservative estimate.

Also Atria has previously donated catering services resulting in cost savings. However UC has strict licensing requirements, and because Atria does not have the correct license, they will not be allowed to cater on campus any more. Sue Barnes will talk with the University Retirement Community (URC) to see if they are a possible catering vendor.

Catering expenses were discussed for the Fall Meeting and the Fall Fest, but it was determined the estimates should remain the same. The Fall Fest already has 140 people registered; there is only seating for 100. If it is good weather so people can be outside, Sue will let people know who are on the waiting list. If any Board members wish to go who have not yet signed up, they are urged to do so right away.

Also discussed was the possibility of becoming a non-profit so we could request donations, and the possible expenses for that to happen. There was discussion about proceeding with a negative balance. It was also suggested that because we would like to give a larger scholarship, it be added to the deficit.

There was a question if it would be more cost effective to go through the University, rather than becoming a non-profit. That way we could open the account now and solicit funds at the Fall meeting.

There was a motion from Sandy Filby to open a UC account in order to solicit more funds. It was seconded by Lucy Day.

Additional discussion ensued. Karen Castelli, a member of the committee looking into the possibility of the non-profit, suggested we should not be in a hurry, but find out all the facts in order to make a well-thought out decision for the long-term. There seemed to be a consensus to go this route.

Additional discussion centered around increasing membership. Suggestions included looking at the social events, reaching more retirees statewide, not just in the Davis area, using Facebook, stressing our causes such as the scholarships. Sue has a database of retirees for special mailings.

Sandy Filby withdrew her motion. Diane Mundy suggested the following: the expense for the carriage be reduced from \$500 to \$400, and the expense for the non-profit of \$600 be deleted because it is not likely to happen this year. It is also hoped we can find an attorney who will help us for free. There has been membership growth, so the remaining negative balance will be balanced out by increasing the amount for the membership dues.

Mundy made a motion to accept the budget as amended; Janet Hamilton seconded the motion. The motion passed.

Picnic Day Honoree Selection – The Picnic Day Honoree will be for UCDRA only, as the EA decided not to participate. If you wish to submit a nomination, fill out the form and send to Marjorie at the Retiree Center. The deadline is November 1. The slate of nominees will be submitted to the Board at the December meeting.

Non-Profit Organization – Karen Castelli and Janet Hamilton are the committee members; the EA member is Joel Dobris. In addition to the services of an attorney, we have also been advised that an accountant would be useful.

It was also noted that because UC has stringent requirements regarding the service of alcohol on campus, if we have non-profit status we can do a cash bar at events in order to raise additional money.

Noon Lunch Program – proposal to rename – There has been a proposal to rename the Noon Lunch Program. The new name would be Brain Food Talks.

Holiday Luncheon – Sue said Plutos will be catering the Holiday luncheon. It will need to be \$20 per person in order to break even. Program Committee Chair Bill Wagman should coordinate with the Davis High School Madrigals, and also will be in charge of the decorations and food. Sandy Filby, past program chair, offered to help. Phyllis suggested a holiday decorating committee.

UCDRA 25th Anniversary – The UCDRA's 25th anniversary is October 30 of next year (2014). The original meeting was in 1989 at the University Club. Deana Falge Pritchard is committee chair. It was suggested it be included as part of the Fall meeting 2014. We could request the Chancellor come to speak – we should get the request on her calendar right away. An alternative would be Vanderhoef. Sue will work with Deanna to invite the chancellor.

Fall Fest reinvented – As previously mentioned, Fall Fest has 140 people registered. If any Board members have not yet signed up, please do so right away if you are interested.

Special Presentation – The scholarship recipient has already received her money, but there will be a presentation at the October general meeting. Sue or Maggie will contact her to request her presence.

Working Agenda

UCDRA Survey – Board members were asked to review the survey. There were a number of comments. Some thought the UCLA survey looked more friendly. The number of questions related to volunteering were questioned, as well as the question regarding family care. The reasoning is that the survey is used for a bargaining tool. The information about how retirees use their time and the amount of volunteering for UC is used to gain many concessions from campus, such as the parking permits and advocating for the retiree center. One suggestion was that if it is explained why we are asking, more people may be willing to answer.

The survey will be delayed until later in the year so these issues can be addressed.

The UCLA Retiree's Association Survey was intended to be used as reference material.

Sue discussed sending out future board materials using a drop box instead of e-mailing. It would require downloading Dropbox to individual computers or accessing the documents through a web link.

Sue has been advised she will not be able to lead the trip to the Panama Canal due to conflict of interest. UC Davis retiree Barbara Anderson will lead instead.

Consent Agenda – Committee Reports

The Committee Reports will use the Consent Agenda format.

If anyone has any questions or concerns about submitted committee reports you should bring the matter up at the board meeting. Let Phyllis know at least 8 business days before the meeting so the item can be added to the agenda. If that is not possible you should still bring up the matter at the board meeting.

The meeting was adjourned at 4:15 p.m.

Respectfully Submitted,
Linda Vieira
Secretary