

## UC Davis Retirees' Association Executive Board Meeting Agenda

Thursday, June 12, 2014, 1:15 – 2:45 p.m.

UC Davis Conference Center, room 2207

1. **Introductions and Announcements**
  2. **Approval of Last Meeting Minutes** - submitted by Linda Vieira
  3. **Treasurer's Report** - Diane Mundy
  4. **UCDEA report** – Lyn Lofland
  5. **Old Business** - (Items that have come to an end)
  6. **Continuing Business** - (carried forward from last meeting)
    - a. UCDRA 25th Anniversary (2014) - Deanna Falge-Pritchard
    - b. 25 for 25 (Endowment/Fundraising) – Silvia Hillyer
    - c. Annual reports due June 1 – Phyllis McCalla
  7. **New Business**
    - a. Retiree Center updates
      1. Retiree Resource Fair volunteers, year-end event counts
  8. **Working Agenda** - (discuss project, develop, finalize)
  9. **Consent Agenda - Committee Reports** – Chairs/Appointed Representative
    - a. Archive Committee - Deanna Falge-Pritchard, Chair No formal report submitted
    - b. By-Laws - Silvia Hillyer, Chair No report
    - c. Campus Community Council – Lucy Day, Rep submitted by Phyllis McCalla
    - d. Campus Connections - Kate Mawdsley, Co-Editor No formal report submitted
    - e. CUCRA/CUCEA – Barbara Nichols, Rep No formal report submitted
    - f. Membership - Yvonne Marsh, Chair No formal report submitted
    - g. Member-At-Large - Castelli, Day, Eagle-Faulkin, Filby, Rice, Halferty No formal reports submitted
    - h. Nominations - Janet Hamilton, Chair No Report
    - i. Program - Louis Campos, Co-Chair No formal report submitted
    - j. Public Relations - Rose Romant, Chair No formal report submitted
    - k. Scholarship - Maggie Ahern, Chair No formal report submitted
    - l. Staff Assembly – Micki Eagle, Rep No formal report submitted
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### Upcoming meetings/events...submitted by Sue Barnes, Retiree Center

#### Spring quarter 2014 UCDRA/UCDEA/Retiree Center event:

- **New Retirees Reception**-Wednesday, June 25, 5 – 7 p.m., Conference Center Ballroom

#### Summer quarter 2014 UCDRA/UCDEA/Retiree Center event:

- **Retiree Resource Day**-Thursday, July 17, 8:30 – 11:30 a.m., ARC Ballroom

#### Fall quarter 2014 UCDRA/UCDEA/Retiree Center events:

- **Day trip: Legion of Honor Museum, Cliff House Restaurant** – Wednesday, Sept. 3, San Francisco
- **BrainFood Talk** – Thursday, Sept. 11, 11:30 a.m. - 1 p.m., Alumni Center
- **UCDRA Board meeting** – Thurs., Sept. 11, 1:15 – 2:45, Conf Center, lg conf room
- **Retiree Fall Fest** – Saturday, September 20, 3 – 6 p.m., Alumni Center
- **UCDRA Board meeting** -Thursday, Oct. 9, 1:15 – 2:45 p.m., Conf Ctr, lg conference room
- **25<sup>th</sup> Anniversary Celebration & fall meeting** – Thursday, October 30, noon – 1:30 p.m. (lunch), Alumni Center and 2 - 4 p.m., (meeting), Conference Center
- **BrainFood Talk** – **Wednesday, November 12**, 11:30 a.m. - 1 p.m., Alumni Center
- **UCDRA Board meeting** – **Wednesday, November 12**, 1:15 – 2:45 p.m., Conf Ctr, lg conference room
- **Holiday Luncheon** – Thursday, December 11, 11 a.m. – 1 p.m., Alumni Center

**UC Davis Retirees' Association Executive Board Meeting**  
**Thursday, June 12, 2014**  
**1:30 – 2:45 p.m., Conference Center**  
**Meeting Minutes**

Present: Sue Barnes, Lucy Day, Sandra Filby, Janet Hamilton, Ted Hillyer, Lyn Lofland, Yvonne Marsh, Kate Mawdsley, Barbara Nichols, Norma Rice, Linda Vieira

Unable to Attend: Maggie Ahern, Louis Campos, Karen Castelli, Gloria Alvarado, Deanna Falge Pritchard, Micki Eagle Faulkin, Bob Halferty, Silvia Hillyer, Phyllis McCalla, Diane Mundy, Rose Romant, Bill Wagman

Introductions and Announcements

In the absence of President Phyllis McCalla, the meeting was called to order by Vice President Janet Hamilton at 1:30 p.m.

Janet read a message from Phyllis, thanking Board and committee members for their service. She also introduced Marcia Kasabach, the incoming chair of the by-laws committee.

Approval of Minutes

April 2014 minutes - A spelling correction to the minutes was noted. A motion was made by Ted Hilyer and seconded by Sandy Filby to pass the minutes as corrected. Motion passed.

Spring meeting minutes – A correction was noted regarding the membership number. A motion was made by Sandy Filby and seconded by Norma Rice to pass the minutes as corrected. Motion passed.

Treasurer's Report

Janet Hamilton reported in Diane Mundy's absence. Next year's budget proposal will be presented at the September meeting. Janet and Phyllis will meet to discuss getting the audit done. While it is not required, it should be done. Ted suggested looking at Sharon Henn's last audit report – it is very detailed.

UCDEA Report

Lyn Lofland reported on the EA meeting. It was generally an end of year wrap-up. One item of note was a visit by Jason Wohlman of the Development office. He is looking for potential donors to the University, and wants to meet with people who may have connections with prior students who may be possible donors. To date the University has not had a good program for alumni.

Continuing Business

a. UCDRA 25<sup>th</sup> Anniversary (2014)

Janet attended the committee meeting and reported in Deanna's absence. Invitations will be sent to past presidents and their guests; we will be hosting them. The cost for other attendees will be approximately \$18. Janet will invite Larry Vanderhoef to make brief remarks at the luncheon. The afternoon meeting is still on Chancellor Katehi's calendar. The provost is a backup in case she is unable to come. Sue will invite the band to play a 15 minute concert at 2:15. Music from 1989 forward, plus the UC anthem and the UC Davis fight song have been requested. Joe Lewis from the Office of the President will make a 45-minute presentation. Deanna will discuss the presentation with him. It has not yet been decided who will announce the endowment. Silvia and Janet are possibilities. They will meet to discuss.

Sue will add the 25<sup>th</sup> anniversary logo to e-mails soon. In addition she is looking for old photographs.

b. 25 for 25

Silvia reported that the letter of intent for the endowment is ready, and it is set up to start fundraising. Sue will check with UC Davis magazine regarding an ad. It will also be featured in the fall newsletter.

c. Annual Reports

Janet reminded everyone annual reports were due June 1. The reports will be shared with everyone at the end of the month.

New Business

- a. Sue recruited volunteers for the Retiree Resource Fair on July 17. The Event Attendance Count sheet which she had prepared was discussed. It has very useful information.

Ted reported on the CUCRA meeting. The CUCRA reserves are currently up to \$50,000, primarily due to the travel funds the group receives from Collette Travel. The group had discussed a number of ways in which to use the money, such as reducing fees. However the travel funds could dry up in the future. The Board suggested starting a grant program, which could be applied for every other year. The funds could be used for various campus association activities which would normally not be funded. One thought was for our group to apply for a grant for the 25/25 Kickoff. Ted and Janet will discuss further.

Ted brought up another issue which concerned him very much. A survey was done by UCLA staff regarding retiree food insecurity. Some UC retirees are living below the poverty level, and there is a good deal of food insecurity. The issue was discussed, and it was decided it should be an agenda item next September.

Sue discussed the *CenterNews* newsletter. They are currently sending out 5,000 copies three times per year. However there were only 181 responses to the survey. Much of the feedback she gets is that since the Center has implemented weekly email updates, the newsletter has become superfluous for those who use email. It costs \$3,300 per issue, or \$10,000 per year, which is 20% of the Center's total budget of \$50,000. Kate was concerned about the effect on the Campus Connections, since it is an insert. She feels it is necessary to have a voice for the associations. An example would be to maintain the health care advocates. Sue said that Campus Connections can be sent out as a stand-alone as it was before the Center started inserting it in their newsletter.

Sue is also looking for historical photographs. She would like to send them out once a month in e-mails. They are making a concentrated effort to gather e-mail addresses from those they don't currently have. There is a possibility of a monthly drawing as an incentive.

Sue will be discussing the newsletter issue with the Retiree Center Advisory Committee before making a final decision.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Linda Vieira  
Secretary

UC Davis Retirees' Association  
2013-2014 YTD Membership and Financial Report

**Membership Report**

Meeting Date	9/12/2013	10/10/2013	11/14/2013	12/12/2013	1/9/2014	no mtg	3/13/2014	4/10/2014	no mtg	6/12/2014		Net +/-
	June	September	October	November	December	January	February	March	April	May	June	
Annual	326	421	409	407	409	410		411	409		409	83
Associate	5	5	6	7	7	7		7	7		7	2
Life	481	497	507	512	518	518		519	522		525	44
<b>Total</b>	<b>812</b>	<b>923</b>	<b>922</b>	<b>926</b>	<b>934</b>	<b>935</b>	<b>0</b>	<b>937</b>	<b>938</b>	<b>0</b>	<b>941</b>	<b>129</b>

**Financial Report**

Beginning Date	7/1/2013	9/1/2013	10/1/2013	11/1/2013	12/1/2013	12/31/2013	2/1/2014	3/1/2014	4/1/2014	5/1/2014	Budget	YTD Totals	
<b>Beginning Balance</b>	\$ 17,090.33	\$ 18,024.33	\$ 20,961.28	\$ 21,674.33	\$ 21,835.54	\$ 21,612.84	\$ 21,325.52	\$ 21,083.73	\$ 21,413.73	\$ 19,811.95		\$ 17,090.33	
<b>Credits</b>													
Memberships	2,210.00	3,030.00	700.00	1,140.00	130.00	110.00	250.00	330.00	410.00		7,500.00	8310.00	
Norcal				320.00								320.00	
Other Donation		20.00										20.00	
<b>Subtotal: Credits</b>	<b>-</b>	<b>2,210.00</b>	<b>3,050.00</b>	<b>700.00</b>	<b>1,460.00</b>	<b>130.00</b>	<b>110.00</b>	<b>250.00</b>	<b>330.00</b>	<b>410.00</b>	<b>-</b>	<b>7,500.00</b>	<b>8650.00</b>
<b>Debits</b>													
<b>Events</b>													
New Retiree Reception					(330.00)						1,500.00	-330.00	
Norcal				211.48	108.52							320.00	
Picnic Day (carriage)									500.00		400.00	500.00	
Fall Fest (formerly Steak Bake)		100.00		537.94							500.00	637.94	
<b>Meetings</b>													
Fall Meeting					574.18						700.00	574.18	
Winter Meeting							48.29				250.00	48.29	
Spring Meeting									255.04		240.00	255.04	
<b>Other</b>													
Staff Scholarship	1,000.00										1,000.00	1000.00	
Membership supplies	276.00			193.20		366.00					450.00	835.20	
Staff Gifts (RC)											60.00	0.00	
CUCRA Travel/Reg				356.17					595.94		900.00	952.11	
AROHE Travel Expense									260.00		1,100.00	260.00	
AROHE Dues									120.00		100.00	120.00	
CUCRA Dues							443.50				450.00	443.50	
Non-profit status fee											-		
Misc/Other		13.05	(13.05)			31.32			280.80		500.00	312.12	
<b>Subtotal: Debits</b>	<b>-</b>	<b>1,276.00</b>	<b>113.05</b>	<b>(13.05)</b>	<b>1,298.79</b>	<b>352.70</b>	<b>397.32</b>	<b>491.79</b>	<b>-</b>	<b>2,011.78</b>	<b>-</b>	<b>8,150.00</b>	<b>5928.38</b>
<b>Ending Balance</b>	<b>\$ 18,024.33</b>	<b>\$ 20,961.28</b>	<b>\$ 21,674.33</b>	<b>\$ 21,835.54</b>	<b>\$ 21,612.84</b>	<b>\$ 21,325.52</b>	<b>\$ 21,083.73</b>	<b>\$ 21,413.73</b>	<b>\$ 19,811.95</b>	<b>\$ 19,811.95</b>	<b>\$ (650.00)</b>	<b>\$ 19,811.95</b>	
<b>Ending Date</b>	8/31/2013	9/30/2013	10/31/2013	11/30/2013	12/30/2013	1/31/2014	2/28/2014	3/31/2014	4/30/2014	5/31/2014			

**UC Davis Retirees' Association (UCDRA)**  
July 2013 – June 2014 Annual Reports

**President's Annual Report**

Phyllis L. McCalla, President

*PAST: September 2013 - February 2014*

New retirees were recruited to join the board which allowed some seasoned board members to move into other campus and/or community activities.

The Executive Board monthly agenda was restructured to identify a working and consent agenda allowing more time for discussing specific projects and creating a method for written committee reports.

The Board has had good discussion about how to reach-out to the UC Davis Health System retirees. This is a continuing challenge for future Boards.

The 2012-2013 Picnic Day Honoree Committee identified future committee members to consist of UCDRA Past President, President, and the prior year honoree recipient. The committee also formalized selection criteria for the annual award for an outstanding UCDRA member identified as UCDRA Picnic Day Honoree who rides in a horse drawn carriage in the Picnic Day parade. This award was established by Gary Schultz, 2008-2009 UCDRA President.

*CURRENT: March 2014 - April 2014*

The UCDRA 2013-2014 Picnic Day Honoree Committee selected Ted Hillyer as the 2014 Honoree. Ted and his wife, Silvia, rode on the horse-drawn carriage during the Picnic Day parade.

The 2013-2014 Picnic Day Honoree Committee developed a Call-for-Nominations asking for nominations from our membership. Nominees should be retired staff who have contributed their valuable time as a volunteer to the association, the campus and/or the medical center, and to their community. Specifics will be outlined in the call for nominations.

*NEW: April 2014 - June 2014*

A new committee was formed to look at establishing a UC Davis Retirees' Association Career Enhancement Award with the purpose of awarding funds to a ~~UCD/UCDMC~~UC Davis (either Davis or health system campus) staff for continued education to enhance their field of interest and promote upward mobility. The committee worked with the Davis cCampus University Development Office to develop a pledge to irrevocably give \$25,000 to the UC Davis Foundation with the chair of the Staff Assembly serving as the administrator for the Endowed Fund.

A member of the UCDRA board will continue to serve as Scholarship Chair and will serve on the Staff Assembly Scholarship Committee to select a qualified recipient of the UC Davis Retiree's Associations Career Enhancement Award.

This year both UC Davis associations will be celebrating their ~~24th-25th~~ Year Anniversary. The Retiree Association has taken the lead to form a committee that includes Retiree and Emeriti committee members. The committee met and determined the following:

- The celebration will be held on Wednesday, October 22, 2014 at the UC Davis Conference Center.
- The celebration will be identified as **25 for 25!** The first is obvious, our 25th anniversary of the UC DRA, the second 25 means that it would take \$25,000 to establish an endowment to fund a future UC Davis staff scholarship.
- A luncheon will be held to honor past board presidents.
- The Spring Meeting for both Associations will follow the luncheon.
- The UC Davis Retiree's Associations 25 for 25 campaign will be formally announced fall 2014.

## Nominations Committee Annual Report

Janet Hamilton, Vice President

Vice President and President-Elect Janet Hamilton, as chair of the Nominations Committee, presented a slate of officers and proposed committee appointments to the UCDRA Executive Board of Directors for information and consideration at its April 2014 meeting. The slate was published in Campus Connections newsletter for distribution to the UCDRA membership at large. On May 22, at the UCDRA annual spring meeting, the slate of officers was adopted as proposed by the association membership.

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The following slate of officers is proposed for 2014-2015. Those that require approval at the Spring UCDRA meeting are noted with an asterisk.

<u>Janet Hamilton</u>	<u>President (2014-2015)*</u>
<u>Dave Shelby</u>	<u>Vice President/President Elect *</u>
	<u>Nominations Chair (2014-2015)</u>
<u>Linda Vieira</u>	<u>Secretary (2013-2015)</u>
<u>Diane Mundy</u>	<u>Treasurer (2014-2016)*</u>
<u>Phyllis McCalla</u>	<u>Past President (2014-2015)</u>
	<u>Campus Community Council Representative (2014-2015)</u>
<u>Ellie Sandoval</u>	<u>Member-at-Large (2014-2016) *</u>
	<u>Staff Assembly Representative (2014-2016)</u>
<u>Carl Foreman</u>	<u>Member-at-Large (2014-2016)*</u>
	<u>Program Committee Co-Chair (2014-2016)</u>

This slate of officers will appear in the Campus Connections March issue. The remaining board memberships and appointments are as follows:

<u>Karen Castelli</u>	<u>Member-at-Large Health System (2013-2015)</u>
	<u>Membership Committee Chair (2014-2015)</u>
<u>Sandy Filby</u>	<u>Member-at-Large (2013-2015)</u>
<u>Norma Rice</u>	<u>Member-at-Large (2013-2015)</u>
<u>Bob Halferty</u>	<u>Member-at-Large (2013-2015)</u>
<u>Deanna Falge Pritchard</u>	<u>Archive Committee Chair (2013-2015)</u>
	<u>25th Anniversary Celebration Chair (2013-2015)</u>
<u>Silvia Hillyer</u>	<u>Scholarship Endowment Program Chair (2014-2015)</u>
<u>Kate Mawdsley</u>	<u>Campus Connections Co-Editor (2011-2015)</u>
<u>Louis Campos</u>	<u>Program Committee Co-Chair (2013-2015)</u>
<u>Maggie Ahern</u>	<u>Scholarship Committee Chair (2013-2015)</u>
<u>Marcia Kasabach</u>	<u>By Laws Committee Chair (2014-2016)</u>
<u>Ted Hillyer</u>	<u>CUCRA Representative (2014-2015)</u>
<u>Rick Keller</u>	<u>CUCRA Alternate Representative (2014-2015)</u>
<u>Micki Eagle Faulkin</u>	<u>Staff Assembly Representative Alternate (2014-2015)</u>
<u>Jo Anne Boorkman</u>	<u>Ex Officio:UCDEA</u>
<u>Sue Barnes</u>	<u>Ex Officio: Retiree Center Director</u>

### **Programs (Noon Talks) Annual Report**

Louie Campos, co-chair

The only thing that I have to report is that Heather our last speaker conveyed key and important information on how seniors can maintain healthy and changing life styles. The committee met with Paddy Wong, Yolo County Librarian, to explore potential and future speakers. She provided us with an interesting list of speakers who might be available and speak on current topics.

### **Member at Large Annual Report**

Sandy Filby

I contributed the following to the UCDRA Board and Retirees:

1. Participated in all Board Meetings but one and three Brain Food talks
2. Helped with the Fall Fest planning, set-up and donated wine – enjoyed attending
3. Chaired a review committee of the UCDRA Survey letter and Survey – comparing and contrasting with the UCLA same documents. Submitted recommendations to the Board for changes to both verbally and in writing
4. With the Board President and Outgoing President, wrote the Picnic Day nomination procedure. Gathered Board nominations for the 2014 awardee.
5. With the Board President coordinated the Picnic Day Horse and carriage arrangements and submitted UCD required information. This included talking with the person honored and being there to welcome the carriage and them before the parade.
6. Participating on the 25<sup>th</sup> UCDRA Planning Committee.
7. Volunteered to greet people as they arrived and left the fall meeting.
8. Volunteered to help with the New Retiree Reception as needed.

### **Member at Large Annual Report**

Norma Rice

As of June 5, 2014, I have attended five\* UCDRA Executive Board Meetings. Further, I represented the Retirees Association at the Fall General Meeting, signing up two new members and conveying, to all who were willing to listen, the benefits of joining the organization. I also attended and recorded the business portion of the Spring General Meeting.

Currently, I serve as a member of the Membership and the 25<sup>th</sup> Anniversary committees.

### **Membership Committee Annual Report**

Yvonne Marsh

Membership Committee: Yvonne Marsh, chair; Norma Rice & Griselda Castro.

Ex-officio members: Sue Barnes and Marjorie Ahl

The UCDRA membership committee met twice in the 2013-14 academic year. Yvonne Marsh volunteered to chair the membership committee on the resignation of long-time chair Aggie Costantini who had to resign due to ill health. The first meeting with President Phyllis McCalla was devoted to developing the annual membership renewal letter and timeline procedures, confirmation letters, and to brainstorming ideas for increasing membership during the coming



year. At the second meeting in February, 2014 the Committee reviewed the outcome of the various efforts to increase membership and developed recommendations to the Executive Board.

In 2013-2014, total membership increased from 812 to 941, approximately 16% over the previous year. Annual memberships increased from 316 to 409, a 25% increase. Life memberships increased from 418 to 525, a 9% increase.

Committee members are pleased with the growth. Annual membership activities appear to be very successful in garnering new members. Effective strategies have include the well-attended pre-retirement workshops sponsored by the Retiree Center, the annual Retiree Reception hosted by UCDRA and UCDEA, day trips where membership discount applies, campus tours for members only, tabling at specific events, newsletter and mailings to all retirees, outreach at noon-luncheon speakers' events.

Additional suggestions to increase memberships include **greater marketing to UCDHS, and to those who have retired in the past 5 years.**

**Annual Membership Dues** -Currently the UCDRA's annual expenditures exceed income from dues. Expenses for brochures, mailings, new Fall BBQ event, New Retirees Reception continue to increase. Also, the annual scholarship donation has remained at \$1000 for several years. An increase in dues would allow the Association to meet expense increases and to increase the amount of the scholarship, or the number of scholarships offered. With the 25<sup>th</sup> Anniversary of both UCDRA and UCDEA, a scholarship could be designated in celebration of the event.

The Membership Committee recommended an increase in member dues to \$15 annually and to \$125 for lifetime membership. The recommendation was approved by the Executive Board at the March 13, 2014 Executive Board Meeting. The new dues structure will go into effect on November 1, 2014, allowing renewing members to do so at the existing level. A discount of 10% will be offered to Annual Members converting to lifetime membership.

Additional suggestions discussed included establishing a committee to provide **support to recent widows/widowers**, providing **membership cards** to new Life Members, and the development of a **Membership Directory**. The Executive Board did not approve moving forward with these, at this time. All were considered good ideas to be considered in the future.

#### **By-Laws Committee Annual Report**

Silvia Hillyer

This year there was no activity related to clarification of by-laws or by-law changes.