Minutes - UMKC Retirees' Association Board of Directors' Quarterly Meeting – February 10, 2010

MEMBERS PRESENT: Nancy Mills (President), Marty Hatten, Dick Hetherington, Edie Hunter, Patricia Hovis-French, Ronald MacQuarrie, Marvin Querry, Dale Neuman, Dorothy Powell, Dennis Schemmel, Reaner Shannon, Ted Sheldon, Leo Sweeney, Dan Tira

Members not present: Ruth Margolin (on leave for health reasons)

Others Present: Jennifer DeHaemers (Assistant Vice Chancellor / Student Affairs)

President Nancy Mills called the meeting to order at about 9 a.m. and announced that the order of items on the agenda would be altered. Although Chancellor Morton was scheduled to meet with the group today, he has been detained out of the city and sent his apologies. His meeting with the Board will be rescheduled at a later date. Jennifer DeHaemers will join the meeting at 9:15 rather than 10:30.

Review and approval of minutes: The group reviewed the draft minutes of the November 3, 2009 Board of Directors meeting. On motion (Schemmel / Neuman): The minutes were duly approved, as edited. The consensus of the group was that since the Board only meets four times a year, minutes should continue to provide details of discussions, etc. to provide background for future deliberations.

Treasurer’s Report – Ted Sheldon: Ted distributed copies of several documents: UMKCRA Balance Sheet; Income/Expenses by Category (not including the MOCODE account), Income/Expenses MOCODE account only, and all transactions from July 2009 through January 2010. (See attached) Sheldon asked for Board opinions on whether he is providing information in the best way. After brief discussion, the report was accepted as submitted with minor changes to designations of some expenses.

Student Success Program / Volunteering – Jennifer DeHaemers: President Mills initiated the discussion with Jennifer DeHaemers by summarizing previous Board activity, recalling that from UMKC’s Strategic Plan, contributing to Student Success was selected as one of the Board’s goals. Jennifer distributed a list of potential volunteer opportunities that UMKC Retirees might consider. (See attached) The list was compiled from suggestions offered by various offices in Student Life and includes a brief description of the type assistance UMKC Retirees might provide, the time frame of the activity, and the UMKC person to contact for more information. She stressed that retirees will need to decide in what manner they want to interact – short term, such as Move In Day, or long term. Some of the opportunities listed are with current students and others with prospective students and their families. Currently, they are trying to build up the number of initiatives being started that would encourage younger students to enter one of the STEM fields. Possibly retirees with expertise in those areas would enjoy helping in such efforts.

COMMITTEE REPORTS

Finance Committee – Ted Sheldon, Chair – Committee will meet on 2/17. No report at this time.

Program Committee – Edie Hunter, Chair: [See Attachment]

Nomination Committee – Dick Hetherington, Chair: In its meeting on February 8, 2010, the committee discussed the need for creating a broader pool of candidates for the various officer and board positions that
must be filled every year. To build the pool, it was agreed that a Nomination Form would be designed for use in mailings to members and as a “pop up” on the UMKCRA website. Self nomination would be welcomed. To meet the time constraints of our election schedule, an article soliciting nominations will be included in the February Newsletter along with a return postage paid post card containing the Nomination Form. A reminder article soliciting nominations will be included in the May Newsletter and also on the website. In constructing the Slate of Nominees each year, the Committee will follow the admonition in the By Laws to “ensure an equitable distribution between faculty and staff” nominees. A draft of the Nominations Committee Procedures Guide is being prepared following the mandates given in the By Laws, Section 3, Standing Committees.

Benefits Committee – Ronald MacQuarrie, Chair: The Committee met on January 29, 2010, with the chair and two members present (Glenn Harrington and Leo Sweeney). The purpose of the meeting was to develop a plan for 2010. Action items include: 1) review of current UMKCRA benefits; 2) review of benefits of selected university retiree associations; 3) discuss/consider other benefits – additional discounts at stores/shops, offer educational programs, social events; 4) request previous survey of members and review results. The committee has seven agenda items for 2010: 1) use the newsletter or other communications to inform members of current benefits; 2) schedule benefits presentation for fall 2010 prior to enrollment date; 3) complete survey of (and/or contact) other university retirees associations; 4) complete review and analysis of results from 2006 survey of members and conduct survey of members regarding benefits; 5) obtain information on current status and any proposed changes on UM retiree benefits; 6) develop Procedure Guide for the committee; 7) schedule next meetings in April, July, October. MacQuarrie is pleased to report that Ted Sheldon has also agreed to serve on this committee.

Membership Committee – Dennis Schemmel, Chair: Since the last Board meeting, the Membership Committee has met a couple of times and has been working diligently with Lisen and Kim from the Alumni/Constituent Office in preparation for a “telephone calling campaign” to all local retirees not yet members of our Association. This recent effort began with a letter from our Board President, Nancy Mills, sent to 600 UMKC retirees. This invitational letter went out in early December and at this point 41 have responded in favor of joining our Association. Following that effort, Kim and Lisen have reviewed the remaining names and created a potential calling list of 400, eliminating the out of town names, the “do not call” names and the “lapse members.” These “lapse members” are recent members who have not paid their current dues. Separately, a letter has been prepared for the signatures of Nancy and Denny which will go out shortly gently reminding and encouraging these members to reactivate that membership status. At the time of this Board meeting, Kim and Lisen are creating calling sheets for each retiree name on the potential membership list. A script has been created and the six members of the Membership Committee are preparing to embark on this personal calling campaign, to be conducted on campus, over the course of the next several weeks.

Communications Committee – Dick Hetherington, Chair: In its meeting on February 8, 2010, the committee discussed the difficulties experienced in trying to maintain the content of the UMKCRA website. The tools provided by the student developers are hard to use and don’t provide the security we need. Recently, the Provost hired a person, Jake Kupiec, who is working with the College of Arts and Sciences to help College units create websites using a software tool called WordPress. Dale Neuman has worked on the development of an electronic magazine for the College using this tool and strongly recommends that we consider switching our
website development and maintenance to that system. Toward that end, Dale will explore the possibility of Ms. Kupiec doing a quick makeover of our website for our committee to evaluate and decide if we want to recommend the change. Some of our requirements; e.g. secure on-line payment, won’t be available through WordPress and will have to be addressed separately; but the ease of developing and maintaining our website with WordPress may offset its shortcomings. We will keep the Board informed as we proceed. The second main topic of the meeting was the creation of the Communications Committee Procedure Guide. Using the mandates given in the By Laws, Section 3, Standing Committees, an outline of the tasks assigned to the Communications Committee was discussed, and the job of writing out a first draft of the steps for the committee to accomplish these tasks was divided among the committee members. We hope to have a draft this spring. (Schemmel personally visited with Gary Widmar, Tom Fichtner, and Dick Palm in Florida recently and recruited Dick Palm as a new member.)

Recognition Committee – Dick Hetherington, Chair: In its meeting on February 5, 2010, the Committee discussed the purposes of the UMKCRA Recognition award, the criteria used to guide the selection process and the individuals/groups from which to solicit nominations. The Alumni Association award procedures (as shown on their website) were viewed as a potential model. The following agreements of the committee were presented to the Board for their approval and were approved by consensus:

- The committee agreed that the word retirees in the phrase “list of retirees” in the charge to the Recognition Committee is to be defined as any individual who has retired from UMKC or who is an Associate Member of UMKCRA.
- In keeping with our Constitutional admonition for diversity, the committee agreed to consider two distinct categories of awards, one for Faculty and one for Staff, and each year to make awards in each category provided there are qualified candidates.
- It was also agreed to exert extra effort to engage retired staff in UMKCRA. Toward this end, the UMKCRA Recognition Committee will start a dialogue with the UMKC Staff Council to help us identify worthy staff retirees. The heads and personnel managers of other UMKC divisions will also be contacted.
- It was agreed to leave the criteria for award loosely stated for the time being while we gain experience. Creating more specific criteria as soon as possible will greatly enhance both the nomination and the evaluation efforts.
- The UMKCRA Recognition Award is to be based on achievement during retirement as opposed to achievement before retirement. If an activity started before retirement and continued after retirement, only the part after retirement will be considered.
- A nomination form will be created and used to solicit names. Self nomination will be invited. This form will be sent to all UMKC retirees and Associate Members of UMKCRA.
- Procedures for vetting nominees will be established taking guidance from Alumni Association practices.
- Considering the UMKCRA schedule of activities, the Recognition Award Ceremony will be part of the April Business Meeting of UMKCRA. The earliest such awards may take place is April 2011.
- It is recommended that adding the awardees’ name plaques to the Wall of Recognition should be a second ceremonial occasion (photo op) and that other venues to announce these awards be pursued; e.g., in UMKC event publicity, etc.

Following the stipulations of the By Laws, Article 3, a Recognition Committee Procedures Guide will be forthcoming.
OLD BUSINESS

Memorandum of Understanding (MOU): Nancy Mills reported that the MOU has been signed and she has a signed copy on file. The first $3,400 has been received and Nancy will be submitting a request by Aril 1 for the next contribution to UMKCRA. When she met with the Chancellor and Vice Chancellor, they discussed that the allocation to UMKCRA will not be tied to a line item budget, but will be based upon past categories of events and mailings that are open to all retirees.

NEW BUSINESS

Legislative Day: A mailing just went out announcing Legislative Day on March 2 and inviting retirees’ participation. Those planning to ride the bus should plan to meet on campus at 5:30 a.m.

Draft Budget: The draft budget is included in the Orientation Notebook. As we make plans for programs, etc., we need to be sure they are included. On motion (Sheldon / Schemmel) the budget was accepted as included in the notebook. Denny Schemmel noted that we need to print more of the brochures and he will request that it be done.

2010 Goals: The group confirmed President Mills’ sense that we should continue with the same goals we had through 12/31/2009 for the time being.

Items to discuss with UM President: President Mills reminded the Board that if there are things they would like to bring up to the President, we should work with the Chancellor first. For example, we still want to work on the COLA issue.

February Newsletter: Dale Neuman requested that Committee Reports be sent to him as email attachments. If he has complete copies, he may use the entire report or summarize as space allows. February 22 is probably when the newsletter will be mailed. He may need help with folding and the group should perhaps consider buying “forever” stamps.

Change in future Board Meeting times: Due to an on-going prior local commitment, Marvin Querry has requested that the time of future board meetings be changed to the afternoons rather than mornings. On motion (Sheldon / Hetherington): Future UMKCRA Board Meetings be scheduled from 1:30 to 3:30 p.m. Motion carried.

On motion (Sheldon / Hetherington): Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Patricia Hovis-French, Secretary
As a new decade and a new year begins the UMKCRA Program Committee looks with great anticipation to an outstanding 2010! The Committee will hold its first meeting on February 10th to discuss and make recommendations for additional 2010 programs, currently not scheduled and which will be offered throughout the remaining year. We anticipate a larger selection of programs to be offered and we hope they will be even more, or at least as, enjoyable for UMKC retirees this year as in the past. Following are program topics and activities under consideration: offer technology class(es) and/or an Identity Theft class; tour the School of Nursing Simulation facilities, tour the National Archives near Crown Center, tour the new Federal Reserve Building, and/or tour the Edgar Snow Collection; and attend an art gallery. We also believe a meeting with UMKC administrators to update retirees on changes in new UMKC policies and procedures might be beneficial.

For your information and calendars, below are 2010 spring programs currently scheduled:

- **Tuesday, March 2**  Legislative Day in Jefferson City
- **Saturday, April 3**  Annual Spring Reception (11:00 a.m.) and Luncheon (11:45 a.m.) with Business meeting to follow in Pierson Auditorium.  
  Cost: $15/person

We also are open to your recommendations for possible programs you might like to see implemented. Please forward your suggestions to me at: hunteredie@comcast.net.

Respectfully submitted,

Edie Hunter
Program Committee Chair