

## **SJSU ERFA Executive Board Meeting Minutes**

**Monday, October 2, 2023, 10:00 am, IRC 202 and via Zoom**

**Members Present:** Celia Bakke, Bill Campsey, Elaine Collins, Nancie Fimbel, Mary Jo Gorney-Moreno, Tim Hegstrom, Elba Maldonado-Colon, Susan McClory, Lucy McProud, Joan Merdinger, Winifred Schultz-Krohn, Bethany Shifflett, Carmen Sigler, Lonna Smith, Jackie Snell, and Beth Von Till.

**1.Call to order.** President Elaine Collins called the meeting to order at 10:02 am.

**2. The Minutes** of the September 11, 2023 Executive Board Meeting were approved.

**3. Program Committee and Activities Committee (Carmen – Program Chair; Lonna (Activities Chair)** Carmen sent out the announcement of the fall excursion on September 27, 2023. The excursion includes a tour of the Japanese American History Museum of San José and the San José Betsuin Buddhist Church. She noted that there are issues with parking as there is limited parking at the Museum and also on the street. She is hoping that Chris can negotiate with the church for more parking spaces. Those who have registered will receive parking information prior to the event. The Program Committee has identified a potential speaker for a fall webinar.

**4. Membership Committee (Joan, Susan, Beth)** Joan, on behalf of the committee, distributed a report in advance of the meeting with suggestions for the Board to consider related to membership recruitment. The major item for consideration and action was the resumption of the “Transition to Retirement” panel presentations. Joan requested approval. Lucy moved, Jackie seconded and the Board approved unanimously. It was recommended that the presentation be recorded and put up on the ERFA webpage with a link. Other panel presentations could include specific topics, e.g., how to apply for Emeritus status. If CSU-ERFSA membership is included as a topic, we could ask CSU-ERFSA for the offered \$500 stipend.

Beth suggested that some ERFA webpages include photos of events, e.g., the Holiday party or Business Luncheon, to communicate that ERFA is a vibrant organization. Bethany reminded the Board that explicit approval is needed from individuals in order to post their photos on our website. Approval or non-approval could be included on the registration form. Mary Jo will locate some forms used by the campus as examples. Joan reminded everyone that photos would need to be refreshed on the website. Approval is also required for any videos of webinars that are posted. Nancie noted that she should be obtaining approval for any photos included in the Newsletter.

On September 18, 2023 Susan updated the dues report that she had provided for the September meeting. The numbers are:

- Total Active Members: 255
- Renewals Not Paid: 59 \*4 members not paid for 2 years and will become “Inactive”
- Dues Paid Via PayPal: 49
- Dues Paid Via Check: 109
- Dues Paid Via ERFSA: 26
- New Members Comp'd: 12

Susan reported that currently 35 members have not renewed. The breakdown which she sent in advance of the meeting is:

- Total Non-Renewals: 35
- Two Years Non- Renewal (to be moved to inactive): 3
- Total Comp'd Last Year: 11

- Total Paid by PayPal Last Year: 3
- Total Paid by Check Last Year: 18

Joan announced that last week CSU ERFSA sent a list of 32 recent retirees whom the committee will contact.

## **5. Other Reports from Executive Board Members, as needed.**

**a. Treasurer (Bill)** Bill sent his report in advance of the meeting. The US Bank balance as of October 2, 2023 is \$21,078.33. Total deposits of \$976.12 are from membership dues.

**b. ERFA Tower Account (Jackie, Lucy)** Jackie provided in advance of the meeting an ERFA Tower Foundation account report summarizing all of the years that the account has been in existence. She noted that in the early years we had a few donors who contributed large donations, but in recent years donations come almost entirely from members of the Board. Therefore, a good portion of our large balance stems from earlier years. She also noted that the Board recently discussed the possibility of increasing the stipend, but that could result in our collecting less than we award in the future. The balance in the account is \$28,476.26.

In a response to Jackie's report, Lucy suggested that we should continue with the \$2500 award amount and not increase it. But she added that this year, since we have adequate funds, we could consider making 3 awards instead of 2 if there are 3 worthy candidates. She felt that we should commit to only two awards of \$2500 each in the application materials information.

There were several suggestions on how to increase donations, e.g., send a direct email request to all members in addition to appealing for funds in the December newsletter, providing a link to the Tower account on the membership renewal form, etc. The discussion evolved into the possible difficulties of donors readily accessing our Tower account and whether ERFA is receiving the appropriate credit and reports from the foundation. Elaine and Jackie will investigate. **Note:** Post meeting Jackie made a donation to test the system and received an immediate email reply.

**c. Newsletter (Nancie)** Nancie reported that she thought that all of the articles in the recent newsletter were of high quality. The next newsletter will be published in December. She will add a note in future issues encouraging members to provide tributes to those who have passed.

**d. Archivist (Celia)** No report.

**e. Biographies/ScholarWorks (Joan)** Joan reported a total of 365 biographies and noted that those who are listed *In Memoriam* now have a link to their biography if one is available.

**f. Web Administrator (Bethany)** Bethany shared her report prior to the meeting. She added that summer was a good time for the review and update of the website

- Posted the May Board minutes and annual business meeting minutes to our website and forwarded them for posting to ScholarWorks.
  - **Note:** The librarian who worked with us in posting materials to ScholarWorks has left her position and informed us that it may take longer to get materials posted until the position is filled.
- I linked newsletters from our webpage to the pdf of the newsletters where they reside on the ScholarWorks website.
- I received a spam alert from our google list pertaining to a message from a member (which was not spam). I approved the message and will continue to monitor as needed.
- Updated our events page adding information on the Fall excursion, Fall virtual webinar, and Holiday Luncheon.

- Transferred money from PayPal to our Bank account.

**g. Academic Senate (Chris)** No report.

**h. Retired Faculty Privileges (Tim)** Tim thanked Jackie and Bethany for sending suggestions for future articles.

**i. AROHE (Joan)** Joan announced that AROHE is offering a webinar, *Reaching New Retirees*, and that she has registered to attend.

**j. CSU-ERFSA (Joan, Chris, Nancie)** Joan reported that the next meeting is scheduled for October 24, 2023, 9:00 – Noon.

**k. Consolation Notes (Elba)** No report.

**l. Movie Group (Karl)** The group will be meeting on October 24, 2023 for a discussion. Three films are under consideration.

**7. New Business: Work with Career Center Executive Director, Bobbi Makani.** This topic was tabled until the next meeting.

**8. Next Meeting Date: November 6, 2023, 10:00 am via Zoom.** The meeting was adjourned at 11:07 am.

Minutes submitted by Celia Bakke