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## SJSU ERFA Board Minutes, July 11, 2022

San Jose State University, Emeritus and Retired Faculty Association

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# SJSU ERFA Executive Board Meeting Minutes

**Monday, July 11, 2022, 10:00 am via Zoom**

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

**1. Call to order.** President Mary Jo Gorney-Moreno called the meeting to order at 10:07 a.m.

**2. The Minutes** of the Annual Business Meeting of May 13, 2022 and the May 2, 2022 Executive Board Meeting were approved as corrected.

**3. Program Committee and Activities Committee (Carmen Sigler – Program Chair, Lonna Smith – Activities Chair)** Carmen reported that the Committee met on June 17th and decided to propose 3 events/activities for the Fall semester. The first event is a visit to Hakone Gardens tentatively scheduled for October 7<sup>th</sup> at 10:30. The visit will include a guided docent tour and a tea ceremony. Food will not be provided, but the participants will receive a list of nearby restaurants. The cost will be \$25 - \$30 which includes admission and parking. Carmen has not yet received a confirmation of the date from Hakone but will inform us when she has.

A virtual event is proposed for November as the online format attracts all members and not just those who reside in the area. The presentation would be scheduled after the mid-term elections and focus on analyzing the results of the elections and their implications for the 2024 national elections. Larry Gerston is a possible speaker. Beth moved and Jackie seconded to schedule the election program which was unanimously approved by the Board.

Lonna proposed rescheduling the party honoring Board retirees in September. After discussion it was decided to postpone the event indefinitely due to the ongoing appearance of new Covid strains.

Lonna has reserved the large meeting room in the Library for the Holiday Celebration scheduled for December 2, 2022. Currently, food service is not allowed in the Library, and Lonna has no idea when the ban will be lifted, perhaps when the facemask mandate is lifted. Lonna was also able to reserve the same day for a brunch at Flames without providing a deposit.

## **4. Membership Committee (Susan McClory)**

**a. How long do we keep someone active who hasn't paid?**

**b. Should we require the Renewal Form if there are no changes?** Susan's questions generated multiple viewpoints and comments. It was finally determined that members who haven't paid their dues for two years will be transferred to the inactive list. The email addresses on the inactive list receive announcements of activities, events, etc., but are not listed in the Directory. Bethany reminded us that the inactive list contains email addresses but not corresponding names. Therefore, it would be a horrendous task to purge the list, but we should probably delete the email addresses for deceased members.

Susan reported that many members renewed their dues but did not fill out the corresponding form. She contacted those individuals and a few replied. She asked the Board whether she should make repeated attempts to obtain forms. It was felt that if a form was not submitted that an individual's contact information remained the same. Joan mentioned that this is a year of transition for the dues process and that we should evaluate this question next year.

**Note:** Susan provided a post meeting report stating that she is process of removing deceased members from the email distribution list, will be sending a reminder within the next few days to those who paid last year but have not yet renewed and also to those who have indicated that they would pay through PayPal but have not done so yet, and will reach out to those who have not paid dues for two or more years to ask if they want to remain active in ERFA with a deadline of July 31 to renew or be removed from the list.

Jackie noted that she, Joan and several other Board members attended Interim President Perez's reception for retirees on June 21<sup>st</sup>. This was the inaugural event at the University's house. Of the 80 retirees invited, two appeared. Next year it will be scheduled in the Spring during the academic year. Jackie invited the two attendees to join ERFA.

**5. Discussion Zoom or In-person meetings for Fall, 2022 (Mary Jo)** After an initial discussion Lonna moved and Bethany seconded that the Board meet via Zoom for the Fall semester. The Board voted unanimously in favor.

**6. Other Reports from Executive Board Members, as Needed.**

**a. Treasurer (Bill C.)** As of July 10, 2022 the US Bank balance was \$17,590.91. Bethany asked if the State and Federal tax reports had been submitted. Bill responded that he had received an extension and that the reports would be submitted by or before October 15, 2022.

**b. Newsletter (Nancie)** The next Newsletter is scheduled for early September. Nancie stated that she needed a partner. The Board observed a moment of silence for Don. Several Board members acknowledged what a wonderful person he was and noted his contributions to the Board. Nancie suggested we contact the Dean to arrange a service on campus. Bethany cautioned that we first needed to contact the family. Mary Jo will contact the son and ask if the family has made plans or if we can work together for a campus event. It was suggested that Gene be recruited for the interim until a co-editor is identified, and Nancie offered to contact him.

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

**d. Biographies/Scholarworks (Joan)** No report.

**e. Web Administrator (Bethany)** Bethany sent her report in advance of the meeting. She posted the April minutes on our website and forwarded them for posting to ScholarWorks, updated the membership renewal page and fully tested all aspects of the online renew form and PayPal with Joan, forwarded the information re PayPal payments to Susan and transferred funds from PayPal to our bank account which Bill sees as a deposit from PayPal. Bethany also created a plain text version of the summer newsletter for our website and sent the PDF to ScholarWorks for posting.

**f. Membership (Joan, Beth, Susan)** Susan sent a notice to the membership that it was time to renew, cleaned up the Executive Board list and will send a second renewal notice reminder. Joan reported, for the Membership Committee, that 51 recent retirees were sent emails (N=49) or snail mail (N=3), or both (N=1), inviting them to join ERFA. Two of the lists of names came from CSU-ERFSA, and one list came from the Provost's office. The N=80 names provided by the Provost's Office included faculty retirees from 2020, 2021 and 2022. Taking out all the overlapping names produced the list of N=51. To date, 2 recent retirees - who received the email sent by the Membership Committee - have joined ERFA via the new Membership Application form that is located on the ERFA webpage. One additional new member received a welcome email a year ago, and just joined. Mary Jo asked whether the President sends a welcome letter to new members. Chris, Tim and Jackie responded that they had not done so.

**g. Academic Senate (Chris)** The Senate does not meet again until the Fall semester.

**h. Retired Faculty Privileges and Advocacy (Tim, Mary Jo, Nancie, Bethany)** Tim asked the Board to submit ideas for future articles. The next Newsletter will again address the Parking Permit process.

**i. AROHE (Joan)** Joan renewed our membership. She reported that the conference will be held on September 22 as a half-day, online event. Those whose email is on file with AROHE can register at the member rate.

**j. CSU-ERFSA (Joan, Chris, Nancie)** No report. Tentatively the next meeting will be held in-person in October.

**k. Consolation Notes (Mary Jo)** Mary Jo sent a note to Don Keesey's family and will send one to Ruth Wilson's family.

**l. Film (Marian)** Mary Jo tried to contact Marian to ask if she would head the film group but hasn't received a response.

## **7. New Business**

**a. Recruit new committee members for Program Committee (for graphic design) and Newsletter.** Mary Jo stated that she would ask for volunteers in the President's column of the Newsletter. She also appointed an ad-hoc committee (Elaine, Elba, Beth and Bethany) to reach out to the membership. Susan volunteered to put together a list of recent retirees. Jackie announced that Mary Calegari no longer wishes to serve as the ERFA Faculty Award Tower Account donations coordinator. Jackie volunteered to assume this responsibility.

**8. Next Meeting Date: September 12, 2022, 10:00 am via Zoom.** The meeting was adjourned at 11:29 am.

Minutes submitted by Celia Bakke