

MSURA Board Meeting

April 29, 2020 – Via Zoom

Attending Online: William Anderson, Jacqueline Babcock, Roger Baldwin, David Brower, Angela Brown, John Forsyth, Mike Gardner, Dan Mackey (representing HR), Pamela Marcis, Cheryl Pell, Patrick Scheetz, Bruce Smith, Liz Thomas

The meeting was called to order at 10:03 am by President Roger Baldwin.

Minutes (Jacqueline Babcock): Angela Brown asked that Patrick Scheetz be added as attending.

Pamela Marcis moved to approve the April 8, 2020 minutes as amended. Angela Brown moved to support. Motion approved unanimously.

President's Report (Roger Baldwin):

Most important for now is to confirm the electronic process for election of officers. Bill Anderson is chairing the initiative to complete this process electronically. Roger had sent out a draft of two letters to be sent to members. There was one suggestion to change date in one of the letters and there was a suggestion to soften one word saying we were “forced” to cancel the annual meeting. Roger and Bill will edit for different wording. Everyone agreed with the dates as proposed.

Dave Brower asked about voting for those who aren't online. We could put a ballot in the newsletter, but the newsletter comes out too late. If we put in something in the newsletter we would need a system to avoid voting twice – not that we think anyone would do this. It was decided that in the past the only people who voted were in attendance at the annual luncheon and the electronic system we have approved actually allows more people to participate than usual given that most members do not attend the luncheon.

Roger asked that board members hold June 3 for another Zoom board meeting. This meeting will primarily concentrate on how to manage monthly meetings in the fall. Roger shared a link of what other organizations are doing online during this time. Roger also participated in an online opportunity on conducting business during this time and they stated more people who do not live nearby are participating so there is a small silver lining. Roger asked that board members look at the attachment he sent re: Zoom programming before the June 3 meeting. We will discuss further when Rick Vogt can join and we have more information on any extension of “Stay in Place” orders.

Liz reported we have space reserved for the Board Retreat for August 26, 10 am – 2 pm including lunch. This is tentative because the University has not decided on opening plans for fall semester.

Vice-President's Report: (Roger Baldwin in the absence of Rick Vogt): We are looking into a Zoom account options so we can use the program.

A few board members have discussed setting up a Zoom account for MSURA. In order for retirees to use the MSU Zoom account free they have to get departmental approval. Dan Mackey confirmed he can continue to schedule Zoom for meetings of the board. Using Zoom for monthly meetings would require additional research and specific information (how many people, how long, how often, etc.) to see if HR can sponsor. Bruce Smith will work with Dan and provide an update for the June 3 meeting.

Cheryl Pell reported the June newsletter will be smaller because we don't have an annual luncheon and all of the articles that usually accompany this event. The deadline is May 8 for material.

Treasurer's Report (David Brower): Because this is our second meeting in April, there is no update since the last meeting and the March ledgers. Dave did send refunds for the annual meeting luncheon reservations and he sent a check for \$1,000 from MSURA to the MSU student emergency fund as approved at the last meeting. He has also applied for a debit card for possible future use for MSURA if we need for purchasing something like Zoom. The June Lugnuts outing has been cancelled; he will be meeting with Lugnuts representatives about the August outing.

Scholarship Committee (Angela Brown): Roger Baldwin, Patrick Scheetz, Bruce Smith, Rick Vogt and Angela met to review 32 scholarship applications. They are recommending three people: Jillian Dempsey, incoming freshman, grandfather, George Marabell is a retired Assoc. Prof in Reading, Writing, Rhetoric; Annie Heeder, returning freshman, mother, Mary Beth Heeder who is on the faculty in Writing, Rhetoric and American Cultures and in the Office of the Asst. Provost for Undergraduate Education; and Aubree Muethel, incoming freshman, mother is Tamara Muethel, Conference and Event Manager with the Broad College of Business, Development and Alumni Relations.

David Brower motioned and John Forsyth seconded that these three individuals be approved for a \$2500 one year scholarship. Approved unanimously. Cheryl Pell will ask them for photos and bio to write up an article for the newsletter when we have confirmation the selections are approved by the Admissions Office.

Volunteer Award (Jacqueline Babcock): Jacqie reported she has received one nomination. Nominations will be accepted until June 30 which will give time for notice in the newsletter. It is anticipated the award will be presented sometime in the fall.

Human Resources (Dan Mackey): All employees are working from home. The stimulus bills passed by the US Congress have lots of benefits for employees not able to work and they are working on that. Individuals can now access retirement accounts up to \$100,000 without penalty before the age of 59.5. It's a dire situation. HR is still working to implement the new health plan January 1, 2021. When asked, Dan reported he has no information on who or how many may have contracted COVID19 in the MSU community.

Trips (Pamela Marcis): Pamela contacted Sharon Hetrick. Meadowbrook is not scheduling until after September for the first week in December on a Wednesday, Thursday, or Friday. Given the timeline Sharon isn't sure we could get a bus and register people for a trip. Pam suggested we should plan something more local in the fall where people just meet up. We can talk more in June about local activities but she suggested we not plan on a bus trip for 2020.

The 2021 Annual Meeting is now scheduled for Monday, May 3 in the University Club Ballroom. There is a \$250 room set up fee. The contract has not yet been received to be signed.

Underwriters (Jacqueline Babcock): She will start contacting underwriters in late June after the last newsletter is published. We already have confirmation from Straightline for next year. With MSU cutting budgets and uncertainty about the University opening for fall semester, she expressed concern over whether units will be able to commit to underwriting for the academic year.

Virtual Private Network (VPN) (John Forsyth): Dan Mackey isn't sure this system was designed for personal use. It might be that retirees are allowed to set up for research in their old department. John Forsyth said it wasn't differentiated for use in the announcement. This is similar to the Zoom conversation. MSU hasn't communicated it's for personal use of employees. We need to clarify before we put it in the newsletter. Dan expressed if it is truly a benefit he doesn't think it would require going through a department. But, it was noted students just use their Net ID, so they don't go through a department. John will think about who to contact for clarification.

Office Management (Liz Thomas): Everything is at a standstill. She can access voice messages, but not US mail in the office. Dan Mackey is the point person if we need to get into Nisbet. Dan reminded the board that anyone entering the building must wear a face mask per the Governor's order last Friday. Dave Brower said he would visit the MSURA office next week and check on the mail that has arrived.

Special Interest Groups (Pamela Marcis): MSU Quilters made 200 masks for the East Lansing Rotary for more disadvantaged persons.

The meeting was adjourned at 11:35 am.

Submitted by Jacqueline Babcock, Secretary

VP report - given by Roger – look into Zoom account options so we can use the program. Bruce Smith will look into that.

It is a viable way to go. A few of the tech people have met. Retirees to get Zoom free have to get departmental approval. We need to decide before meeting in the fall and we need to move ahead. make a motion board make zoom available for meetings. If we can go through HR. Dan can schedule a zoom meeting for the board. Using Zoom for monthly meetings . For meetings as home need to figure out hosting, etc. Need a plan. Dan would need to research and see if HR can sponsor. How often, how many accessing, etc. Bruce will work with Dan and Dan will do some research on his end, as well. Will formally make a motion for potential budget at June 3 meeting.

John Forsyth, need a couple of individuals on MSU account from MSURA? Pro Account is not as good at MSU account.

Cheryl – newsletter will be smaller because we don't have a luncheon. Deadline is May 8.

Treasurer – no report this is our second meeting for April March report is the most recent per the last meeting. He sent refunds for luncheon and \$1,000 to MSU emergency fund and asked for a debit card for possible future use. June Lugnuts cancelled; august in the air but he will meet with officials soon.

Angie – Baldwin, Scheetz Angela Bruce and Rick – scholarship applications – 32 – recommending three people – and are submitted from Admissions. Cheryl would be glad to pursue them for photos and an article for the newsletter. Dave motioned. John seconded. Passed. (email Angie for names)

Volunteer Award

HR – Dan – all working from home. Stimulus bills passed by congress. Lots of benefits for employees not able to work and they are working on that. Can now access retirement accounts up to \$100,00 without penalty before age 59.5. It's a dire situation. Are still working to implement new health plan January 1. No information on who has COVID in the MSU community.

Bus tours – Pam contacted Sharon and she contacted Meadowbrook. Not schedule until after September. First week in Dec a Wed TH or Friday. Not sure we could get a bus. Maybe do something more local in the fall where people just meet up. Not sure what will be open. Talk more in June about local activities. Not plan a bus trip for now.

Senior Housing project – nothing new

2021 University Club date for Annual Meeting, Monday, May 3 in Ballroom. \$250 room set up fee. Contract not yet arranged.

Underwriters –

Communications –

VPN – John – Dan doesn't think it was designed for personal use at least in the beginning. He wants to throw that out. Was it for research in their old area and that would be their access or for personal? John said it wasn't differentiated for use. Similar to Zoom conversation – it hasn't been communicated it's for personal use to employees. Need to clarify. Need to confirm the nature of access before we put it in the newsletter. It needs to be someone who understands this. John or Bruce? John has talked to them. They need to go through their previous department. Dan – if it is truly a benefit doesn't think it would require going through a department. Students just use their Net Id – so they don't go through a department. Can't put this in the newsletter until clarified but not sure how to confirm more information. John will think about who to contact.

Office Management – No issues/Liz. Stand still – Dan is point person if we need to get into Nisbet. Can check voice mail but not physical mail. Dave needs to get in re: financial statements – he could do this with Dan. Must wear a mask per the Governor's order last Friday.

No special interest groups – MSU quilters made 200 masks for EL Rotary for more disadvantaged people who may not be able to get a mask. Information sent to Rick.

United Way – no information

Dan – new Provost will begin in August. There was a news release on Monday.

Adjourn 11:35 am.

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