**Executive Committee Meeting Minutes**

Friday, **September 14, 2018**

Time: **9:30 a. m. – 11:30 a.m.**

Place: **Soriano Board Room**

Present: S. Cash, M. Cates, J. Cleman, S. Felszeghy, A. Gonzalez, M. Huld, D. Keane, D. Klein, J. Kirchner, D. Margaziotis, K. Reilly, E. Roberts, B. Sinclair, W.Taylor.

Absent: S. Burstein, P. Brier, J. Fisher-Hoult, N. Hunt, D. Schaeffer, F. Stahl.

1. Announcements
	1. John is taking Stan’s place today.
	2. Marshall mentioned that the final count for the luncheon is 68 (four were added after the deadline). Discussion about rearranging table settings to accommodate the extra people.
2. Approval of Agenda

 2.1 M/S/P with the change of adding a new 5.1: Posthumous emails

3.0       Approval of the Minutes:

3.1 Executive Committee Meeting: August 9, 2018: M/S/P with editorial changes

4.0       Officer and Committee Reports and Recommendations

4.1 Vice President Programs: Deborah Schaeffer

 4.1.1 Kathy read Deborah’s report. The luncheon arrangements are made, with

 table assignments made (new process to try). She thanked Dorothy for the

 program, Alfredo and Eileen for assisting the guests and the seating

 arrangements, Diane and Marilyn for heading up the registration, and

 Marshall for tracking RSVPs and meal choices.

 4.1.2 Plans for the October 10 election event are going well. The speaker has sent

 the title of his talk so publicity is next. The Board discussed her request to

 decide about sending post cards using the mailing labels Jose sent her. Decision was to send the postcards and perhaps use another color (like

 green) to distinguish this event from luncheon yellow. If the President’s

 office won’t pay for this extra mailing, we will. Dimitri already has the news

 on the web; his list is not that reliable as too many wrong addresses.

 Decision was to have Deborah create a flyer which should be sent to

 Department Chairs for them to forward to their faculty as we really want

 current faculty to attend. Every Board member is encouraged to bring

 colleagues. Not necessary to use President’s office email access. The flyer could be posted around campus also as originally we wanted students to be

 able to attend. Discussion about whether the room will be big enough if

 many faculty do attend. Better to have room crowded! The menu looks

 good. It was M/S/P to allow up to $500 for refreshments.

 4.1.3 A thorough discussion of our future events was agendized for the

 November meeting.

4.2 Treasurer’s Report

 4.2.1 Our membership is strong. The large number of donors is due to the fact that

 the report covers two months.

 4.2.2 The balance in the credit union is $8,525.33 with $10,000 withdrawn and deposited to savings. The balance in the UAS account is $7,764.26, with

 $20,046.75 in savings. The balance in the Life Long Learning account is $6,623.89. The pending cost of $983.25 for the Emeritimes is pending.

 4.2.3 The text on the green envelope still needs to be cleaned up.

4.3 Fiscal Policy Chair: Marshall Cates

 4.3.1 We spend about $3,000 per year on the Emeritimes; we need to think about

 other projects or services which would just be for membership. It was M/S/P to agendize this discussion. The fiscal committee (Stan, John,

 Alfredo, Bill, and Dimitri) will meet to determine how much $ we will have

 each year for other possible projects. Dorothy and Diane volunteered to be on the fiscal committee (which is appointed by the President).

 4.4 Fellowship Chair: Alfredo Gonzalez

 4.4.1 11 of the 13 recipients will attend the luncheon. There seem to be

 more guests than emeriti.

 4.4.2 Alfredo will convene a meeting of the Fellowship committee to discuss

 whether the amount should be increased and what the criteria should be for

 incoming students. They will present their recommendations to the Exec

 committee.

 4.5 Academic Senate: John Cleman, M. Cates for N. Hunt

 4.5.1 John sent his report via email.

 4.5.2 John explained that he was approached with the question of what to do

 about emails of faculty who have passed away.

5.0 New Business

 5.1 Posthumous emails

 5.1.1 John was approached at a Senate meeting concerning how emails of faculty

 who have passed away were handled. Dimitri mentioned that although it

 would be nice to have a liaison to monitor changes in our email database

 and the university’s, this is not very likely. Some maintained that updating

 the university list is not our problem. Marshall noted that we keep our

 database as current as possible. There is no mechanism now to share our

 list.

 5.1.2 There is a need to replace Jose as database manager. Marshall is adding changes now as they come in.

 5.2.1 John will check the Academic Senate office to see about the size and possible text for the Len plaque.

 5.3 October Special event and meeting – discussed above

 5.4 Empty offices: Historian/Archivist & Editorial Board

 5.4.1. These are empty positions which still need to be filled. Stan may have

 suggestions as he will need to make appointments. The procedures

 for appointment need to be clarified.

 5.5 Scheduling of lunches

 5.5.1 As previously discussed there will still be two lunches but three publications

 of the Emeritimes.

6.0 Old Business

6.1 Measures to stimulate interest in the Emeriti Biographies Project

 6.1.2 Discussion as to whether to remove this agenda item.

6.2 Emeriti Involvement in Campus Address to Student Homelessness and Undernourishment – no time

6.3 Fellowship Criteria – to be presented by Fellowship committee.

7.0 Adjournment

 7.1 The meeting was adjourned at 11:20 a.m.

**Next Meeting: Wednesday, October 10, 11a.m.-1:00 p.m. in SA 110 prior to election event beginning at 2:00 p.m.**

Submitted by Kathy Reilly