

**Minutes, ARF Executive Board
11 February 2015**

Approved 3/11/2015

Board Members Present: Alyce Akers, Daniel Blake, Bonita Campbell, Margaret Holzer, Joyce Linden, Heidemarie Lundblad, Max Lupul, Ron McIntyre, Pat Murray, Patrick Nichelson, Ann Perkins, Karen Robinette, Phyllis Russell, Christine Smith

Guest Present: Don Cameron

Monthly Business

1. **Call to order and adoption of agenda:** Karen Robinette
President Karen Robinette called the meeting to order at 11:10 a.m. in the Orange Grove Bistro, CSUN. **MSP** to approve the agenda.
2. **Approval of minutes:** Margaret Holzer
The minutes were presented and corrected. **MSP** to approve the minutes as corrected.
3. **Treasurer's Report:** Heidemarie Lundblad
Heidemarie briefly reviewed ARF's financial status. The accounts are essentially the same as in January. She has just received the invoices for the banquet. The income from the reservations essentially covered the food costs. The entertainment was \$600 and there was a charge of \$240 for set-up. The silent auction brought in \$902 for the scholarship fund.

Heidemarie reported that we earned only \$231 interest from the credit union during 2014 and she voiced concern that the scholarship fund is so dependent on the anonymous donor's generous contribution. Last year we gave four scholarships at \$2000 each and she is concerned about the plan to raise that to \$2500. A discussion ensued; Meg will search the minutes to find when/if we voted to increase the stipend for this year.

A copy of the full financial report will be sent to the Board members.
MSP to accept the treasurer's report.

4. **President's Announcements:** Karen Robinette
Karen welcomed Don Cameron, ERFA Executive Director, who reported on the meeting he and four other ERFA representatives had with the CSU Chancellor. They informed him about CSU-ERFA and the 18 retiree organizations on CSU campuses. They also suggested to him that a significant number of CSU faculty retirees would be willing to help the system and their former campuses, if they were asked. Don reported that he seemed very interested and would take it to the CSU presidents, suggesting that they ask retirees for their help. (Ron McIntyre reported that this is already happening at CSUN to a limited extent: some FERPers have been recruited to mentor students.)

Karen announced that the spring meeting of ERFA will be on April 25 at CSULB. CSUN has three delegate spaces: So far, Nancy Owens, and Karen Robinette are planning to represent CSUN.

Don reported that the open nomination period for a person to succeed him, as Executive Director, did not yield any candidates. His term ends on June 30, 2015 and he has told the

search committee that he would be willing to stay on for a short time until they find a successor.

5. **Board Members' Announcements**

Joyce Linden reminded the Board that Larry Caretto, our speaker at the afternoon meeting today will be guest of the Board for lunch.

Reports of Standing Committees

1. **Program Committee:** Joyce Linden.

- *January 2015 Thank Heaven the Holidays Are Over Banquet (THTHAO):* Joyce sent a copy of the thank you letter from Richard Simon (bass accompanist) to the Board via email. The original is going to the ARF archives and a copy to Ann Perkins for the Newsletter. The contract with the musicians included no meals, but instead, larger honoraria (\$200 each). However, due to some no-shows for the banquet, there were three extra meals and the musicians were surprised and delighted to be offered the meal.
- *Silent Auction:* A total of \$902 was raised through the silent auction for the Memorial Scholarship Fund.
- *2015-16 Program:* The Program Committee has approved the program for next year. (Copy attached) There are still a few details (lecture titles, *etc.*) to be finalized.
- *2014-15 Program notes:*
 - a. SCCARF will meet next Tuesday evening and YumYum (SCCARF luncheon group) meets tomorrow for their choice of lunch or tea.
 - b. An ARF member would like to have one of the book clubs read and review her book.
 - c. The annual field trip will be on April 1, to the Science Museum. The April Board meeting will be on April 8, the second Wednesday as usual, but following the field trip.
 - d. The Memorial Scholarship luncheon will be on May 9th and does not coincide with the Hansen scholarship luncheon this year. Thus, our expenses will be greater this year since we will have to pay for all awardees' and their guests' lunches, rather than sharing the expenses with the College of Education.
 - e. The May Board meeting will be on May 6, the first Wednesday, but before the luncheon.
 - f. The June picnic and annual meeting will be held at Juan Oliva's home.

2. **Membership Committee:** Ron McIntyre

Ron reported that new members keep drifting in as people realize they forgot to pay their dues. We have 264 confirmed members

3. **Newsletter:** Ann Perkins

Ann announced that the deadline for the March issue is this Friday, February 13.

- Some of the articles planned for the issue:
 - a. Report on the banquet and the January meeting (Karen Robinette)

- b. Faculty Senate's proposal for a multifunctional center (Ron McIntyre)
 - c. "Re-branding" of CSUN by the Foundation (CSUN Shine/CSUN Rising)
 - d. The recipients of the Hansen ARF/College of Education Scholarship (Christine Smith)
- Joyce suggested the possibility of allowing (only) ARF members to advertise in the Newsletter. It could be a source of revenue for ARF. In the discussion that followed, reservations were expressed, especially with respect to our non-profit tax-exempt status with the IRS. No motion was made.

4. **Historian:** Christine Smith

Chris reported that no further progress has been made in their sorting and consolidating of the ARF files.

Old Business

1. **Hansen ARF/College of Education Scholarship Committee:** Christine Smith

The recipients of the \$2500 Scholarship (2014-15) are:

- Luis Cervantes, currently enrolled in the College Counseling and Student Services Master's degree program housed the Department of Education Psychology and Counseling.
- Felicia Conlan, currently enrolled in the Doctoral Studies Program in the Department of Educational Leadership and Policy Studies.
- Jessica Haroonian, currently enrolled in the Master's degree program in Mild/Moderate Special Education.
- Matthew Soto, currently enrolled in the Master's degree program in Higher Education offered by the Department of Educational Leadership and Policy Studies.

More extensive information on the winners has been forwarded to Board members. A brief description of the scholarship and the names of the recipients will be included in the Newsletter.

This year's scholarship committee included: Pamela Bourgeois, Larry Caretto, Bonnie Ericson (Chair), Joyce Linden, Patricia Murray, Nancy Owens, Karen Robinette, Vicki Sharp and Christine Smith. Delia Carroll was the Eisner Education Dean's Office liaison.

2. **Revised ARF brochure:** Ron McIntyre and Alyce Akers

Alyce has contacted Jean O'Sullivan for an estimate of the time and cost involved in the preparation of a layout and (suggested) logo for the brochure. Jean's usual fee is \$75/hour but she will do it for us for \$50/hour. She estimates that it would take approximately four hours. A one-page trifold with tear-off sheet is being planned. Photographs of ARF members involved in activities are needed.

It was **moved** (Bonita Campbell) and **seconded** (Ann Perkins) that we authorize spending up to \$200 for brochure design development. **Motion passed.** Ron reported that in addition, it would require approximately \$200 more for printing the brochure on campus.

Suggested distribution: the offices of Faculty Affairs, Human Resources and Benefits; Honored Faculty Reception, Orange Grove Bistro and direct mailing to all new retirees and FERPers.

3. ARF Memorial Scholarship Committee: Karen Robinette

The following ARF members have agreed to serve on the Scholarship Committee this year: Dan Blake, Roberta Mauksch, Pat Murray and Diane Schwartz. The committee will choose its own chairman at its first meeting. Karen reported that the deadline for submitting the winners to Graduate Studies is March 16. Ken Jones, the previous chair, will transfer all his files to the new chair.

New Business

1. Revision of the ARF Constitution and By-Laws

A long discussion of the need for and process of revision of the ARF Constitution and By-Law brought up the following:

- a. There may be a requirement to report any changes in our Constitution to the government to maintain our non-profit tax-exempt classification by the IRS.
 - i. The question arose: is it necessary to report non-substantive revisions?
 - ii. Do substantive By-Laws changes need to be reported, or only Constitution changes?
- b. The job of membership chair is too large for one person.
 - i. One possibility: co-chairs with overlapping 2 year terms
 - ii. Or, an active membership committee (one or more of the Board Members-at-large?) to take on some of the duties of the membership chair.
- c. Both the treasurer and the membership chair need the support of a person responsible for generating and maintaining the database. (A new Board position? Or, one of the Board Members-at-large?)
- d. Motions:
 - i. It was **moved** (Ron McIntyre) and **seconded** (Max Lupul) to approve the editorial changes in the Constitution and to submit Article III, section 2e to the membership at the annual meeting for approval.
 - ii. After discussion, the motion and second were withdrawn and it was **moved** (Ron McIntyre) and **seconded** (Max Lupul) to appoint a committee to revise the Constitution and By-Laws. **Motion passed.**
- e. Karen accepted volunteers to serve on the committee: Alyce Akers, Daniel Blake, Larry Caretto, Ron McIntyre, and Patrick Nichelson. Rich Ruggiero will be asked to join the committee and Max Lupul will serve as senior advisor.

Adjournment: MSP that the meeting be adjourned. (12:50 p.m.)

Respectfully submitted,
Margaret Holzer, Secretary

Next Board meeting: March 11, 2015
Orange Grove Bistro, CSUN

ARF Program and Board Meeting Schedule 2015-2016

(All days Wednesday unless otherwise noted)

| Date (contact) | Speaker/Event | Topic | Location/Time |
|-------------------------------|--|--|--|
| August 12, 2015 | | Board Meeting (optional) | 11 a.m, Northridge Room-Orange Grove Bistro |
| September 9, 2015 | | Board meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| September 9, 2015 (Alyce) | Richard Anderson, UCLA Political Science | Putin's Russia: What's Next? | 2 pm, Northridge Room-Orange Grove Bistro |
| October 14, 2015 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| October 14, 2015 (Phyllis) | Tim Kareils, CSUN Biology & students | CSUN Tropical Biology Program in Ecuador (title ?) | 2 pm, Northridge Room-Orange Grove Bistro |
| November 4, 2015* | | Board meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| November 4, 2015* | Jim Allen | Riding the Rails | 2 pm, Northridge Room-Orange Grove Bistro |
| December | No meeting or program | | |
| January 13, 2016 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| January 16, 2016** (Saturday) | Annual Thank God the Holidays are Over Banquet | Entertainment TBD | Orange Grove Bistro No-host bar 6 pm Dinner 6:45 pm |
| February 10, 2016 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| February 10, 2016 (Alyce) | Clair White, CSUN Religious Studies | Cognitive Science and Religion | 2 pm, Northridge Room-Orange Grove Bistro |
| March 9, 2016 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| March 9, 2016 (Dorena) | Brenda Kanno, CSUN Biology | History of CSUN Botanci Garden (title?) | 2 pm, Northridge Room-Orange Grove Bistro |
| April 6, 2016 (Wednesday) | Field Trip | Norton Simon Museum | Time and bus transport info TBA |
| April 13, 2016 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| May 11, 2016 | | Board Meeting | 11 a.m, Northridge Room-Orange Grove Bistro |
| May 14, 2016 (Saturday) | Annual Spring Memorial Luncheon | Presentations by ARF Memorial Scholarship Award Recipients | Orange Grove Bistro 12-2 pm |
| June 4, 2016 | Picnic/General Meeting/Election of Officers | | Location TBD Noon |

*The November Board meeting and lecture presentation will be on the first Wednesday of the month.

** The January banquet will be on the third Saturday in January.