

**Texas State University  
Retired Faculty and Staff Association  
Advisory Board Meeting Minutes  
October 12, 2016  
River House, San Marcos**

**Advisory Board members in attendance:** Ed Burkhardt, Linda Burkhardt, Randy Cook, Margaret Dunn, Lloydean Eckley, Josie Garrott, Carole Greer, Debbie Heinsohn, Marian Loep, Rob Moerke, Darlene Schmidt, Don Tuff and RFSA University Liaison Debra Christian.

**Not present were:** Dorothy Evans, Carmen Imel, Kathie Patterson, Larry Patterson, Judy Row, T.Cay Rowe, and Peggy Townes.

**September 14, 2016, minutes** – Lloydean moved and Don seconded approval of the minutes and all voted to approve.

**November 9, 2016 treasurer's report** – Josie reported a petty cash balance of \$108.68; a university account balance of \$9,972.36; and a Life-Long Learning account balance of \$1,480. Ed added that the \$2,000 from UFCU had not been moved to our account. Marian moved approval of the report, Debbie seconded and the motion passed.

**Advisory Board discussion and action items:**

- 1. President's Retiree Reception** – Debra handed out an updated list of the retirees and it was decided that we would send emails to those not yet contacted. Josie, Marian, Linda, Ed, and Debbie volunteered to be greeters and set-up thirty minutes prior to the event. Marian will bring the tablecloth. Debra will ask HR to provide a quarterly list of retirees so that we can contact them shortly after retirement to encourage them to join RFSA.
- 2. Pat Murdock Memorial** – There was agreement that we revisit the by-laws regarding memorials for founding board members and current board members. The discussion focused on the potential financial costs to the board. There was no question that Pat Murdock should be recognized for her contributions to RFSA and Texas State University. Marian moved to purchase a \$400 plaque in the Memorial Garden for Pat Murdock, seconded by Josie. Motion carried.
- 3. Update RFSA Advisory Board and Committee Rosters** – Ed distributed the latest list for members to make changes.
- 4. PR Opportunities** – Marian will resend the one-page scholarship photo and bio information to T.Cay, Debbie, Ed, Lloydean, Judy and Darlene for publications, our information board, websites, Facebook, and historical purposes.
- 5. New members/new retirees** – No new members
- 6. Human Resources update** – Debra will look for a way to get the HR newsletter to Margaret, if they still have one.

## 7. Update of RFSA clubs & committees

**A. Program chairs report:** Josie reported that the spontaneous committee met and agreed on the name “Spur of the Moment” and are working on a survey. If you have any ideas, please share. It is necessary to have a minimum of two weeks’ notice before events or activities.

### **B. Upcoming events –**

- a. The Veterans’ Day Parade will be November 5, with George Carruthers, Dan Flaherty and Randy Cook riding in the parade car for RFSA. Josie will take photos at Dick’s Classic Car Museum at 8:00 a.m. before the parade begins.
- b. Larry and Kathie have taken care of reservations for a lunch at Grin’s on November 20 at noon before the 2 p.m. theatre matinee of “Legally Blonde.” Josie will have RSVP’s sent to her. Randy will distribute theatre tickets at the luncheon and for those not attending the luncheon, tickets will be left at will call. November 9<sup>th</sup> is deadline to RSVP.
- c. The Holiday Luncheon and food drive will be December 14, at 11:30 a.m. at Grin’s. Invitations will be mailed the last week in October.
- d. An overnight trip to the Coshatta casino in Kinder, Louisiana is being considered. Information was put on tables at the Fall Social, and an email survey will be sent in early November to all retirees to determine interest. The outing must have 40 reservations to fit the price charged per person, and must be booked two months in advance.

**C. Care Committee –** Linda reported that, on RFSA’s behalf, she has sent cards to Keith Hoffmann, to Kathie Patterson, the Wilson family, and the Murdock family.

**D. Fall Social Committee –** Marian reported that the Fall Social and Fundraiser netted \$7,074.87. She shared that the silent/live auctions brought in more than in past years. The board members expressed their gratitude to Marian.

**E. Historical Committee –** Darlene reported that the committee is meeting after today’s board meeting with university archivist Kris Toma to determine the types of items and format required to add RFSA items to the university’s archives.

**F. Investment Club –** Rob reported that the Investment Club will meet Tuesday, November 1 at 10:00 a.m. at the Price Center.

**G. Life-Long Learning –** Marianne plans to send out the spring schedule in December.

**H. Scholarship Committee –** Ed reported that the committee will meet soon to determine the number and dollar amount for the scholarship awards in FY18.

**I. Social Media/Website Update Committee –** Marian and Debra will update the website. Lloydcan will update Facebook.

- J. Constitution Review (ad hoc)** – Lloydan reported that that the committee met prior to the board meeting and have reviewed the majority of it. They will have recommendations for the board to review soon.
- 8. Off agenda items** – A request was made by the Friends of Fine Arts, who are hosting the Cock House luncheon, to send an email to RFSA members. It has been the organization’s policy not to send emails on behalf of other organizations in an effort to minimize the number of emails being sent to our members. These types of requests will be made in the form of announcements at the Advisory Board meeting, but not sent as emails to our members.
- 9. Adjournment** –Marian moved for adjournment and Debbie seconded. The meeting adjourned about 11:30.

Respectfully submitted,

Lloydan Eckley, acting secretary