

**Texas State University
Retired Faculty and Staff Association
Advisory Board Meeting Minutes
January 13, 2016
J.C. Kellam Building, UA Conference Room**

Advisory Board members in attendance: Randy Cook, Lloyd Dean Eckley, Dorothy Evans, Josie Garrott, Carole Greer, Carmen Imel, Marian Loep, Kathie Patterson, Larry Patterson, T.Cay Rowe, Darlene Schmidt, Peggy Townes, and Don Tuff.

Not present were: Ed Burkhardt, Linda Burkhardt, Margaret Dunn, Debbie Heinsohn, Rob Moerke, Judy Row, and RFSA University Liaison Debra Christian.

Marian called the meeting to order at 10 a.m.

December 9, 2015, minutes – Don moved approval of the minutes, Lloyd Dean seconded, and all voted to approve.

December treasurer's report – Josie reported a petty cash balance of \$308.68 and a university account balance of \$8,198.84, which includes a Life-Long Learning account balance of \$1,207.53. The scholarship money has been encumbered. Dorothy moved approval of the report, Darlene seconded and the motion passed.

Advisory Board discussion and action items:

- 1. Budget Committee annual report** – RTA'd to February.
- 2. Volunteer opportunities with CTMC Hospice Care** – Randy presented three recommendations to the board after meeting with Abby Hurst of Hospice.
 - The first was developing partnerships with outlet mall stores to donate out-of-season/unsellable items to the thrift store. A couple of RFSA members would accompany Abby to meet with mall management. If that works out, RFSA members could assist by transporting goods from the stores to the thrift store. After discussion we decided that T.Cay and Marian would draft a flyer for the outlet mall stores offering this service in order to assess interest. Darlene will look for pictures of the fall social, at which we gathered items for Hospice; she will send them to T.Cay.
 - The second was to establish an "Assist a Hospice Patient/Family Day" in the spring. Abby would coordinate the patient projects that need to be done, then RFSA members would work in teams on the project. After discussion, we decided to check to see if Abby has liability insurance and if so, we would email members to check volunteer interest.

We discussed a similar idea previously – getting Hospice on a list of sites for Bobcat Build. Randy suggested this to Abby, and she said they had looked at that possibility before and it was not suitable.

- The third was a bake sale at the Farmer's Market in San Marcos on Saturdays in spring months. After discussion, we decided to check to see how we would get on a list to get a booth. If that is possible, then we would canvass membership for interest in doing this.
3. **Progress report from Annual Meeting Committee** – Josie reported the committee's recommendation that we use the same caterer as last year, Steger's Chiffonade, which will charge \$135 for setup and \$15 a plate. Darlene moved and Kathie seconded a motion to hire Steger's as caterer and charge attendees \$10 each with RFSAs picking up the additional \$5. The motion passed.
 - a. **Nominating Committee report** – Don says the committee will present names in February.
 - b. **Memorial PowerPoint** – No report.
 - c. **Annual events PowerPoint** – Darlene is working on it.
 4. **Advisory Board membership and resignation** – Marian reported the resignation of Marianne Reese from the board. Marianne will continue to do her good work with Life-Long Learning, however. She will be re-instated as an honorary board member. We decided not to ask additional people to join the board until we have a more permanent place to meet. (The River House was flooded and is undergoing repairs.)
 5. **Retirement Fair in March and Bobcat Pause in April** – RTA'd to February
 6. **PR opportunities** – On December 22, the *Record* ran our picture from the holiday luncheon. On January 10, the *Record* ran a story from the city on the scheduled LLL spring classes. Hospice activities and a picture before the Annual meeting are future PR possibilities.
 7. **New member/new retirees** – No report
 8. **Human Resources update** – No report
 9. **Update of RFSAs clubs & committees**
 - A. **Program chairs report:**
 - B. **Upcoming events**
 - a. **Theater matinee (25th Annual Putnam County Spelling Bee) and lunch (Italian Garden) February 21** – Plans on track; 20 so far.
 - C. **Care Committee** – Linda sent Marian a report that we sent a card to Harry Bishop's family after his death.
 - D. **Fall Social Committee** – RTA'd to February
 - E. **Historical Committee** – Darlene reported that she will schedule a meeting of the committee and invite additional people who expressed interest at the Fall Social.

F. Investment Club – Marian reported that there will be meetings in March and April at the Price Center.

G. Life-Long Learning – With Marianne’s resignation from the board, Judy will be reporting for the committee in the future. The board was sent drafts of 1) the guidelines for a monthly board LLL report and audit form and 2) a petty cash disbursement form for LLL. Lloydean moved and Larry seconded adoption of the first form; Carmen moved and Dorothy seconded adoption of the second. Both passed.

H. Scholarship Committee – No report

I. Social Media/Website Update Committee – Lloydean suggested we might hire a student to help with this. Marian will talk with Debra about the possibility. We discussed the possibility of asking RFSA members if someone could help. Marian asked for feedback to her.

10. Off agenda items

There is a \$100 discrepancy in the receipt from the Food Bank after the holiday luncheon. Josie will check it out.

Alan Mundy will be playing in the Supple Folk Series February 14. Anyone interested in going?

11. Adjournment – The meeting adjourned a little before 11.

Respectfully submitted,

T.Cay Rowe, secretary