Advisory Board members in attendance: Ed Burkhardt, Linda Burkhardt, Randy Cook, Margaret Dunn, Lloydian Eckley, Debbie Heinsohn, Marian Loep, Rob Moerke, Kathie Patterson, Larry Patterson, Judy Row, T.Cay Rowe, Darlene Schmidt, Peggy Townes and Don Tuff.

Advisory Board members absent: Al Brieger, Dorothy Evans, Josie Garrott, Carmen Imel, Pat Murdock, Marianne Reese and RFSA University Liaison Kimberly Garrett

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

Approval of the October 8, 2014, Advisory Board minutes – Don moved and Larry seconded a motion that the minutes be approved as circulated. The motion passed.

Treasurer’s report – Darlene presented Josie’s treasurer’s report of a balance of $668.78 in Petty Cash and $6,693.29 in the university account. Lloydian moved and Debbie seconded a motion to accept the report, and it passed unanimously.

Advisory Board discussion and action items:

1. RFSA Advisory Board – After considerable discussion of the size of the board (now 21), distribution between faculty and staff (now 9 faculty and 12 staff) and duties of new members, the board decided that the size was of no concern at this time, that efforts should be taken to distribute between faculty and staff as evenly as possible, and new members must join a committee when they join the board. The board will ask the Constitution Review Committee to consider adding this information to the bylaws.

   Two people have expressed interest in joining the board – Carol Greer and Richard Cheatham. Margaret moved and Ed seconded a motion that we ask them to join the board and invite them to join us at the December board meeting. The motion passed.

2. RFSA giving link – The website currently has three options for giving to RFSA: operating, scholarships and Life-Long Learning (LLL). We discussed sending an end-of-year invitation to give and decided no. We also discussed the pending UFCU gift of $10,000. UFCU apparently wants half of that money to go to LLL. The original agreement was a one-to-one match for scholarship donations and the remainder to operations. Marian said that Kimberly is in the process of writing an MOU for UA entities that receive money from UFCU.

   The board also discussed LLL – how people will pay for courses, how many courses are to be offered, and the possible director/chairmanship of that committee. Ed moved and Rob seconded a motion to table discussion of LLL until Marianne has a chance to convene the committee and present a report to the board in December or January.
3. **Annual Meeting/Nominating Committee** – Josie and Ed are moving ahead with plans for the April 9 meeting at Dick’s Classic Cars.

4. **New Alumni/Conference Center** – We RTA’d this item until the January meeting.

5. **PR opportunities** – A picture of our veterans taken at Dick’s Classic Cars ran in the San Marcos Record before the parade, as did the picture of the 2014-15 officers. We will take a picture at the December 10 luncheon for distribution to media.

6. **UFCU update and distribution of funds** – Discussed above.

7. **New members and new retirees** – We have three new members: Charles Ellis, Marlowe Stein and Daniel Flaherty. Welcome!

8. **Facebook and Website update.** The invitation to the social is on our page. Darlene asked for digital files for publicity and posting from those doing events.

9. **Staff Council and Faculty Senate update** – Don reported that nothing pertinent to retirees was on recent Faculty Senate agendas. He will talk to Senate chair Michel Conroy about the usefulness of our monitoring Faculty Senate meetings. Perhaps it is better for us to have a relationship with someone in Human Resources.

10. **Update on RFSA Clubs & Committees**

    a. **Program Committee**

       - **Volleyball reception** – We thanked Debbie, Lloydean and Cindy Gratz for pulling off a great event October 10.
       - **Men’s basketball social** – Linda and Ed reported that the event is Saturday, January 24, against Appalachian State, women at 2 p.m., men at 4:30. A social of soup and cookies will begin at noon.
       - **Holiday Luncheon** – Another notice was emailed to members November 17, as a reminder for the December 10 holiday luncheon in the Garland Warren Room. An anonymous donor is picking up the difference between what attendees pay and what the meal costs. The board will have a brief meeting at 10 a.m. before the luncheon at 11:30.
       - **Day Trip to Fredericksburg** – Debbie, Rob and Margaret will get together soon to iron out details for the trip at the end of April.
       - **Lunch/Matinee “A Streetcar Named Desire”** – The event is a 2 p.m. matinee with lunch at a restaurant beforehand on February 22. Larry Patterson agreed to serve as lead in organizing this event along with Kathie Patterson, Rob Moerke and possibly Richard Cheatham.
       - **Veterans Day Parade** – Tom Royal and George Carruthers rode in the RFSA car in the parade (Ollie Maier, originally scheduled, had a death in the family). Josie got pictures during the parade and asked that the event be put on the board agenda in January to facilitate early planning. T. Cay will send a thank you note to Kathleen Cheatham at Dick’s Classic Car Museum for helping us get the car and driver.
• **Cottage Kitchen** – Peggy will touch base with Carmen for the luncheon we will host on Friday, February 6, 2015.

b. **Annual Meeting Committee** – Discussed above.

c. **Care Committee** – Linda reported that cards were sent to Fred Marlowe’s family on his death, to Carolyn Sue Wells’ family on her death, to Linda and Charles Johnson on the death of their son Kirk, and to Gloria and Ollie Maier on the death of her daughter.

d. **Historical Committee** – Darlene will meet with Judy regarding updates to the scrapbook.

e. **Investment Club** – Rob reported that the next meeting will be December 2 at 10 a.m. at the Price Center. They will host a UFCU speaker.

f. **Fall Social Committee** – Nothing new to report.

g. **Life-Long Learning (LLL) Committee** – Discussed above.

h. **Scholarship Committee** – Ed reported that the committee met, and there were only non-substantive changes suggested to the MOU. Judy moved and Margaret seconded a motion to accept the amended form of the MOU. The motion passed.

   The committee recommended that we give two $1,500 scholarships in 2015-16 and not include pending money from UFCU because we do not yet have it in our account. Lloydean moved and Linda seconded a motion to that effect that passed.

   The board suggested an ad for applications in the *University Star* when the time comes.

i. **Website Committee** – We still need a chair for this committee.

11. **Off-Agenda Items**

   • Marian suggested and we agreed to order envelopes for RFSA. Business cards may be purchased as needed.
   • Our board Christmas party is December 11 at the Burkhardts’ home, 5 p.m., with Marian and James Loep co-sponsoring. Bring sides and white elephant gifts.
   • The board discussed unforeseen hospital and/or medical expenses not covered by Humana or Medicare. One idea for a pending board meeting is to have someone talk to us about bills that might come up that affect us in the coming legislative session. Don will talk with Shirley Ogletree and Human Resources and report back to the board.

12. **Adjournment** – Several members moved for adjournment at 11:40 a.m.

Respectfully submitted,

T.Cay Rowe, secretary