

UMRA Board Minutes

Tuesday April 21, 2020 11 am

Zoom call in

1. Introductions/Attendees: Carl Adams, Lynn C. Anderson, Vern Cardwell, Frank Cerra, Will Craig, William Donohue, Cathy Gierke, Cherie Hamilton, Eric Hockert, Jean Kinsey, Virgil Larson, Jeanne Markell, Ron Matross, Jan Morlock, Kris Mortensen, Claudia Parliament, Chip Peterson, Donna Peterson, Gerald Rinehart, Terri Roe, KaiMay Terry Absent: Gloria Williams

2. Approval of February Minutes: approved. Note that there was no March 2020 Board Meeting so no minutes from March.

3. a. Membership Update: Virgil reviewed his April 17, 2020 membership report, the graphs, and the lists of people who have not renewed. Virgil will contact by mail the 61 people who have not renewed. Half of these people were new members in 2018-19. Board members are welcome to contact anyone on the list that we know and would like to contact. Two suggestions were made: ask those who did not renew why they didn't (this is a good chance to gather some intel) and let them know about all of the upcoming on-line programs and opportunities for involvement. We are at an all-time high for membership this year. 2018 was low because the administration wouldn't share information about recent retirees.

b. Financial Update: Carl reviewed the 2nd and 3rd quarter financial reports. We have substantial reserves in savings and our certificate. Carl recommends that we renew the

certificate for another 7 months. The 4th quarter report will include our annual \$800 insurance cost and printing and mailing of the newsletter. There are 41 members who paid for lunches for the entire year. They will be given the option of a \$76 refund, carrying the funds over to next year, or donating the funds to UMRA. There was discussion of the fee we charge for lunches. Carl said that the \$23 per meal (\$30 for the May luncheon) covers the cost of the food and that our sponsorships cover the cost of room rental and AV/tech support. He does not recommend an increase in our monthly luncheon fee.

4. Discussion of May meeting: Bill

a. Discussion of cancellation. EC recommends we cancel. No penalty and not clear if CC will be open. The Campus Club has cancelled all events through the end of June so we will not have an in-person meeting in May.

b. Election of Officers and Board members for next year. EC proposes to go ahead by email election after the newsletter goes out. Bill will send an email to all members asking for nominations. If none are sent in by 1 week after the newsletter goes out, then the slate will be approved as proposed. Kris will let Bill know when the newsletter will be mailed.

c. May 19, program. We will do a noon-time presentation via Zoom by Myron Frans, Chief State Financial Officer, with an introduction from President Gabel. Mike will provide IT assistance. 500+ people could attend. Bill will clarify the maximum number of attendees. If we can accommodate more than the UMRA membership, KaiMay suggested that we advertise beyond UMRA and Cathy suggested we get on the UM calendar.

d. Summer programming: We will do at least three Zoom programs from Jon Christianson on June 16, invite Chief Arradondo for July and invite Provost Croson for August. Frank noted that these will be Zoom webinars, not meetings. Other suggestions: Frank suggested something on the U of M's contribution to fighting coronavirus in the state. Ron M suggested a memoir writing workshop and his committee will look at other options, too. Jeanne M suggested a presentation by U of M administrators about implications of coronavirus for the structure/administration of the U--what changes do they see/are they implementing (admissions, college structure, etc.). Lynn asked if the programs would be on our usual 4th Tuesday of the month at noon? Jean K suggested that we offer the programs whenever the speakers can present. Frank said they will try to offer the programs on Tuesdays but that the date will depend on the speaker. Lynn urged that the dates and times be published as soon as they are available. Cherie said that Road Scholars has made some virtual trips available on-line and Cathy said that an email with information about that was sent to all members. Jean K asked Cherie if the Portugal trip with Road Scholars is still on for late September and, as of now, it is.

e. Recognitions: We will do our recognitions for 2019-20 at our next live meeting, hopefully in September.

5. Planning group for retreat: Frank will chair, members will include Bill, Jerry, Jan M, and Jean K. Let Bill know if you are interested in serving on this committee.

6. Appointing a group to review the Memorandum of Agreement with the U (required by the agreement): Bill noted that although the relations with the Provost's office are good, we are

required to review the MoA every three years. The group will consist of: Jean, Jan, Donna, Jerry, and Bill. Others are welcome to review the MoA and provide feedback.

7. Review and discussion of meeting with tech consultant: Jerry reported that Bill contacted Trenton Raygor from OIT and that, Bill, Frank, Chip, Jean K and Jerry have been in discussions with Trenton about the transition for our website and how to store and search for our historical and operational documents in Drupal. It is getting easier with Google and we can get training on the Google docs suite. This would make document archiving and retrieval easier. The question came up if documents can be saved in Google Docs even if they were not created in Google Docs and the answer is yes. Using Chrome software is easiest. Google “owns” our documents. Jerry said we may need to hire someone to assist us with this transition. Bill will ask Trenton to join us (in person or via Zoom) for our August retreat. Chip noted that our documents are now saved as pdfs and that we need documents that can more easily be updated/revised. Cathy said that 70% of our documents are currently searchable. She noted that it might be hard to train everyone on how to use Google docs and might be easier to train people on how to find current documents. Cathy does not see Google docs as the preferred platform. Bill suggested that Cathy participate in the next meeting the group has with Trenton. Jean K noted that if Trenton said the U of M is going to Google docs that we need to know if we have to be compatible since our documents are housed on the U of M server. Cathy noted that converting documents from pdfs to Word is easy if you have the appropriate software. Frank noted that if you have version 10 you can go back and forth between Google docs and pdfs. Bill asked Jerry to organize a meeting with Trenton, Chip, Cathy, Jean, and Frank.

8. Any other topics:

1. The May Board meeting will be on Wednesday, May 20 at 11 a.m. via Zoom.
2. Will Craig reported that good things are happening with the grants and that we need to communicate that good news more broadly. He has sent notes about what our grant recipients have done to the chairs of the former department of the grant recipients and asked them to publicize this within their departments and has received lots of positive feedback from the chairs and the grant recipients. Will urged that we need to brag about past award winners. He has talked with John Bantle about asking past winners to provide us with feedback about the value of their grants and John has agreed to do so. The Board agreed that this is a great idea.

Submitted by Lynn C. Anderson