

UMRA Board Meeting Minutes  
Wednesday, May 20, 2020 11 a.m.  
Zoom call-in

1. Introductions/Attendees: Carl Adams, Lynn C. Anderson, Frank Cerra, Will Craig, William Donohue, Cathy Gierke, Cherie Hamilton, Eric Hockert, Jean Kinsey, Jeanne Markell, Ron Matross, Jan Morlock, Kris Mortensen, Claudia Parliament, Chip Peterson, Donna Peterson, Richard Poppele, Gerald Rinehart, Gloria Williams. Absent: Vern Cardwell, Virgil Larson, Terri Roe, KaiMay Terry
2. Approval of Minutes: the minutes were approved with a note to add Cathy Gierke to the attendees (done)
3. Discussion of Frans Zoom event: everyone agreed the presentation went well, 125+ people attended, it was recorded with close captioning. Bill would like more questions from the audience for future presentations. Ron Matross has prepared a survey that will be sent out today to all attendees asking for their feedback on the presentation and what kinds of future presentations they would be interested in and how frequently. The survey will also contain questions about under which circumstances members would be willing/able to return to in-person luncheons, presentations, and workshops.
4. Discussion of election of officers and Board members: Bill said that since no additional nominations had been received, he would like to have the Board move and approved the candidates. So moved, seconded, and approved.
5. Status of Refunds: 38 UMRA members who had paid for the entire year were contacted to see if they wanted their payments donated (25 did), applied to next year (8), or refunded (5). Carl will check with Virgil to see how the “credit for next year” will be used/tracked if we don’t have in-person luncheons for a while. Bill will talk with Carl, Virgil, and Frank to decide how membership renewal and “prepayment” of lunches will be handled. Chip suggested that once we resume luncheons that UMRA members then be allowed to “pre-pay” for the remaining luncheons in the year.
6. Discussion of Appointing a group to review and update bylaws this summer: Bill appointed Frank, Jan, Chip, and Jerry to meet with him to update the bylaws. In particular, there needs to be mention of under what circumstances the President may cancel a meeting (like the March 2020 meetings were cancelled this year due to Covid-19) and how Zoom meetings are acceptable alternative ways of meeting when circumstances (pandemic, weather, etc.) do not allow an in-person meeting.
7. Discussion of Age Friendly University: Bill said that Lynn had volunteered to be the UMRA representative to this task force and that she would check with Earl Nolting to see what ideas and insights he has.
8. Reports of Committee Chairs:
  - a. Program Committee: Frank referenced the program committee calendar that had been distributed to members. He said they were working on offering two webinar presentations per month starting in September and were discussing how to continue to offer workshops and how frequently.

b. Workshop subcommittee and Cares Committee: Ron noted that 5 of the 8 planned workshops for 2019-20 were offered and that 3 were postponed. They would like to offer those 3 (memoir writing, Road Scholars, cyber security) on-line in the fall and are working with the presenters. They would also like to invite Ted Bowman to offer a workshop on grief during the pandemic.

c. Communications and Outreach: Jean reviewed the report that she had prepared and that was sent to members. Most of the focus is on the newsletter and website as key vehicles for communication with members and prospective members. The committee would like OHR to send the newsletter via email to retirees for the first two years of their retirement but so far OHR has not agreed to do so. The communications and outreach committee would like to have UMRA members call each new member, let them know about and invite them to the luncheons/ Zoom meetings/workshops, and check out the newsletter for information. The committee needs more assistance with this and other responsibilities.

d. Social Activity and Travel: Cherie noted that the Portugal and Lisbon trips have been postponed to October 2021. Also the AROHE annual meeting has been moved to October 2021. Cherie will revise her report with the correct dates/years.

e. Professional Grants: Dick reviewed the report he had submitted and noted that the deadline for submitting a grant proposal for next year has not yet been set. He also said that current grantees are receiving additional time to finish their work given the impact of Covid-19. Lynn asked Dick to revise his report to say “retirees” in the first sentence of paragraph 5 rather than “faculty” since the grants are open to all U of M retirees, not just faculty. Dick will do so. Will said that Eric is continuing to contact the departments of past grant recipients to share the good news about what retirees from their departments are doing. They are also surveying past recipients to assess the impact of the grant.

f. Organizational Continuity: Chip said that they document will be reviewed at the next committee meeting next week and then come back to the board. Chip noted that this is a big project and that Cathy has done an incredible job of thinking about how this could be done. Jerry noted that Cathy prepared a list of 20 items, a “map” of items and who is responsible for each one. Cathy said the document identifies “owners” of content and that the spreadsheet along with process definition is coming. Bill noted that this is a lot of work, being well done, and will be a great improvement. Frank asked that we not use Pages since not everyone has access to that program.

g. Newsletter: Kris reviewed her report on the Newsletter. This past year we saw an increase in sponsorships due to Bev Moe’s great work. The Foundation suggested and offered to support Zoom presentations. 408 members opened ENews. Carl said Kris is doing fabulous work. He asked that her report be amended to show \$4,000 of support from sponsors in 2018-19 (rather than \$3,250). Carl noted that going forward we should discuss what the sponsorships support—the cost of the West Wing venue, AV, and/or the newsletter. Carl noted that the new look for the Newsletter is long overdue and wondered what the increased expense is and who approved it. He suggested that any proposed expenses continue to go to the Executive Committee and/or Board as proposals for approval. He said we do not need a complex process but we must keep the informal process for all increases in expenses in any area of the

organization. The Board agreed that the informal process to approve expenses must be maintained.

#### 9. Other Topics

a. Bill said that the group looking at the MOA met last Friday and decided that no changes were needed at this time. They will encourage the new Provost and the Provost's staff members to meet regularly with UMRA leadership and that we will get information to them. A letter will be sent to the Provost urging continued and enhanced communication. Cherie suggested that we invite the Provost and Provost's staff members occasionally to board meetings and luncheons. Bill said that that will be done from time to time.

b. In response to Chip's question Bill said that there will be Executive Committee meetings in June and July and the EC will determine if a summer Board meeting is needed.

c. Frank said that the retreat will take place via Zoom in August, date to be determined, and will be a half-day maximum in length. The focus of the retreat will be on maintaining a vibrant organization. The three plenary topics will be organizational continuity, skill building with Zoom, and program planning (based on the survey results). We are considering offering 2 forums per month and gathering input on how many workshops to offer per month. The retreat will close with a general discussion of how to maintain vibrancy of the organization. The committee will share the final report and planned meeting date. Frank sent a list of possible speakers in September to Bill and Kris. If you have ideas, please send them to Jan M.

d. Gloria reminded members that final annual reports, conforming to the format that the organizational continuity committee will share with us, are due by September 1, 2020.

e. Lynn suggested that Bill alert chairs of committees and groups who did not report today (membership, photo club, book club, armchair traveler, etc.) about the need to submit final reports as per 9d.

Submitted by Lynn C. Anderson