

Agenda
UMRA Board Meeting
April 17, 2023

1. Approval of March Board minutes—Julie S.
2. Review of monthly budget report—Kristie FG
3. Report from the Cares Committee—Jeanne Markell, guest
4. Action Item: Report from the social event planning group—Eric H.
5. Program Committee report—Eric H
6. Plan for 2023 elections--Ron M.
7. Venue Decision Steps—Ron M.
8. Regents' letter asking for UMRA rep on search committee—Bill D./Ron M.

UMRA Board of Directors Meeting (Zoom)
Monday, March 27, 2023
1:00 p.m.
Draft Minutes

In attendance (virtual): Board members: John Bantle, Bill Donohue, Frank Cerra, Will Craig, Cathy Lee Gierke, Kristy Frost-Griep, Cherie Hamilton, Eric Hockert, Laurie Koch, Russell Luepker, Kate Maple, Ron Matross, Jan McCulloch, Jan Morlock, Jerry Rinehart, Barb Shiels, Julie Sweitzer, KaiMay Terry, Diane Young

Visitor: Kris Mortensen

Ron Matross opened the meeting at 1:00 p.m. and said he would move the Nomination Report up on the agenda as some members needed to leave early. Jan Morlock moved and Diane seconded approval of the February board minutes, with a unanimous vote in favor.

Finances: Kristy reported that URVC expenses are proceeding as expected. UMRA dues remain about \$2,000 short of budget, while sponsorships are up \$1,000, leaving an anticipated \$1,000 shortfall. Ron reported that he had approved expenses of \$300 for the Age-Friendly University event, and t-shirts for the Silver Gophers, which will be offset by sale of the t-shirts to the volunteers. The initial 40 t-shirts sold out and 45 more are on order. Kate moved to accept the report and Laurie, Barb and Diane all seconded, with a unanimous vote in favor.

Nominating Committee: Jan Morlock reported that the Nominating Committee had completed its work and presented the following slate: Julie Sweitzer for President-Elect, Kristy Frost-Griep for Treasurer, Laurie Koch for Secretary, John Bantle for board (including a retroactive period), Jan McCulloch and Barb Shiels for second board terms, Brad Clary (Law School, helped draft recent UMRA statements), Diane Gihl (staff from Public Engagement, UMRA Host Committee) and Michael Hancher (faculty, English) for first board terms, and Wendy Pradt Lougee (U Librarian, UMRA Program Committee) to complete the last year of Laurie Koch's term. Cathrine Wambach is not running for a second term. All have agreed to serve if elected. Jan noted that the committee had looked at gender balance and faculty/staff roles. Frank moved approval and Kate seconded the motion, and all voted in favor. Jan then asked for a motion thanking the committee members (Dale Blyth, Cathy Godlewski, Eric Hockert, Russell Luepker, Jerry Rinehart, Becky Yust, and Cathrine Wambach) for their work. Eric moved and Bill second the motion, and all voted in favor.

Newsletter Proposal: Kris reflected the UMRA newsletter had existed for nearly 45 years, and that several people are involved in the production. Kris noted that when she joined UMRA events were held once a month but now they are more frequent and in multiple formats, and communications need to be nimbler. She proposes a quarterly print newsletter mailed to all households, with an email newsletter 8 times a year (as it is now), which will provide website content. The print pdf will expand from 8 to 12 pages, allowing an extra half page for sponsors. Bev Moe, who manages sponsorships, thinks doubling the circulation will be attractive to sponsors, and will start promoting workshops as a sponsorship opportunity. While saving

money was not a goal, it appears that the revised model will save approximately \$1,500 annually. She believes the mixed print and digital model is more inclusive and will be helpful as we try to figure out why people do and do not renew memberships.

Bill said the increase in print feels counterintuitive. Kris said studies show people receive 3 print mail and 100 emails per day, resulting in more digital clutter. A study showed people notice, read, retain and value physical (print) items more. Eric noted a UMN dean was familiar with UMRA due to the print newsletter. Kris said approximately 32 VIPS on campus receive the print version, and that list could be reviewed and expanded at minimal cost. KaiMay asked if we know how many people retire each year, and could we send invites to join UMRA? Ron confirmed that HR does send an invite letter (UMRA does not get the data) but he does not know how many retirees there are each year. Will offered a testimonial in favor of print and likes the connection physical news creates. Barb asked if announcements of new programs and events would primarily be in the electronic format, and Kris said yes. The print version would include notices as well. Frank said he supports the plan and thinks print is good for UMRA's age group. Ron likes reading features in print and announcing events electronically. Cathy Lee noted that currently members can elect to receive (or not) print or electronic communications, and asked if we should take that off, replacing it with a statement that members receive print and email communications. Kris agreed, and noted the May 2022 newsletter was sent to all UMRA member households because of the election information, and no one objected. Laurie moved approval of the proposal, Kate and Will seconded, and all voted in favor.

Communications Cycle: Ron began by noting that our membership renewal messages currently begin in the summer when there are no UMRA activities or communications. He recommends that UMRA start memberships effective July 1, beginning with a media blitz in early May including email and the newsletters, announcements at the May meeting and in Special Interest Groups. The renewal notice would include the value proposition for membership in UMRA, and there would be a version tailored for first year members. A mid-June reminder would follow, as well as a last electronic reminder in early September, with a possible mailed message in early October. Cathy suggested we ask SIGs to echo the membership renewal message, with which Ron agreed, and Eric thought the proposal made sense and would simplify the administrative process. Kate asked if we get most new members in May or June, and Ron said they trickle in throughout the year. Cathy Lee moved approval and Bill seconded the motion which he saw as rationalizing the process. Bill then asked if it would be a policy or instructions to Virgil? Bill thinks it should be a policy. Eric wondered where the current perception of September 1 as the membership start date came from and wondered if it is or should be in the operating manual? Ron was not sure how the date was decided or recorded, and thinks it is a practice. Bill thinks it should be a policy, so that it is followed. Ron suggested the membership year dates could be policy, and the rest procedures. Bill said all should be policy and Frank agreed. A short discussion about toolkits on the websites and the multiple sources of guidance followed. Ron then suggested the policy could include the membership year with directions to begin renewal communications in May via multiple media. He called for a vote on the previous motion, and all voted in favor.

Dues Rates: In fall the Membership Committee had recommended eliminating the 'couples' rate of \$40 (single memberships are \$30.) Ron proposed instead raising the couples' rate to \$50 to avoid a perception of a 'takeaway'. He also noted discussion about the free first year membership, with the argument in favor being an increase in memberships, and the argument against being low renewals because there is no financial commitment. Jan Morlock asked for the rationale for the couples' rate and for getting rid of it. Ron said the elimination was proposed primarily because single members pay proportionally more. Will said he pays the couples rate as his spouse only attends a few events. Frank had no idea where the couples rate came from and proposed that it be retained for existing couples, but future members should all pay the individual rate. Cathy thought we have couples where only one person is active, and we might get drops in membership. Diane thought the history might have started when only one person (probably the male) was an employee but now there are many couples where both are UMN retirees. Kate like Frank's idea of ending the couples rate going forward, noting a friend frequently complains about the inequity, and raised the possibility of a 'plus one' membership. Cherie agreed with Frank and thinks the individual rate should apply to all going forward as it is so low. Russ noted that some couples' memberships make it possible for a member with less physical capacity to attend, and we don't want to lose members. KaiMay said she belongs to lots of organizations, and no one has a couples' membership, which is an old fashioned term. There was a discussion of alternative terms including household and 'plus one'. Kate questioned the purpose of 'plus one', as you have to pay for each person at events. Frank moved UMRA create a 'member plus one', drop the couples' rate, but allow current couples members to continue at that rate. Ron suggested the 'member plus one' rate be \$50. Bill liked preserving it for current members and eliminating couples going forward. Kris asked whether a household or plus one membership gets you anything. She asked if you can invite guests to events, noting you are supposed to be a member to be part of a Special Interest Group. Kate asked if couples can both vote (yes) and asked whether she could bring a future retiree to an event. Diane said you need to enroll guests to bring them to luncheons. Cathy said there is no reliable way to sign up guests. Ron concluded by saying there was no consensus so he would send it back to the Membership Committee to consider these questions. Kris noted that would allow an assessment of the impact of the revised communication cycle.

Silver Gophers Launch: Ron thanked Jerry, Will and Deanne Magnuson for their work launching the Silver Gophers volunteer corps. The first activity on April 1, supporting Admissions' admitted student day. 30 volunteers will participate and pay \$15 for a t-shirt. Another opportunity is April 20 with Every Meal.

Election Process: Ron reminded the board that for two years elections have been conducted via survey which allows more people to vote. Additional nominations are solicited via the newsletter. He asked if the board was ok with the process, and there were many nods.

Campus Club: Frank reported the club is drafting a letter to President Gabel explain their situation and asking to meet. The real estate office is not communicating. If the efforts fail, the Campus Club is likely to operate until December 2023.

Program: Eric noted that the previously planned May annual meeting speaker had a conflict, so Mark Coyle had agreed to speak in May. Eric thanked Bill Donohue and Barbara Shiels for their work to make this adjustment for the May Forum/Annual meeting. Jan Morlock and a small group are working on possible 'all member' events. The Cabinets of Curiosities tours are popular and the next one is June 21 at the St Paul campus outdoor research areas. Tuesday's (March 28) Forum speaker, Julie Tonneson, was called to testify at the legislature so Mike Volna, assistant vice president for finance, will speak instead.

There was no Regents' update as Cathrine was unable to attend the last meeting in Morris.

Ron **adjourned** the meeting at approximately 2:36 p.m.

UMRA Executive Committee (Zoom)
Monday, April 17, 2023, 1:00 p.m.
Draft Minutes

Attendees: Kristy Frost-Griep, Eric Hockert, Ron Matross, Jan Morlock, Jerry Rinehart, Julie Sweitzer

Ron called the meeting to order at 1:00 p.m. Eric moved and Kristy seconded approval of the March minutes and the vote in favor was unanimous.

Finances: Kristy presented the budget report, noting that both UMRA and URVC spending is a twitch over expected percentages, but URVC has a carry forward.

Social Events: Jan reported that the working group planning all member social events had two for the summer, and Will is working on a December event. A picnic social will likely be June 28 at Como Pavilion, assuming an in-person meeting with Lancer Catering goes well tomorrow. The group considered other public and private locations but nothing had the right cost and fit. A boat trip on the Mississippi is planned for August 29, leaving from Bohemian Flats in Minneapolis (last year's trip was on the Paddleford from Harriet Island in Saint Paul, with 50 or 60 UMRA members attending.) It will cost \$42 per person and serve tacos. The estimate is for 70 people and Jan will confirm the option to reduce that number. It takes 90 people to buy out the boat. Jerry said he took a boat cruise from that company and it was very good. A deposit of \$1400 is required for the boat company and another deposit will presumably be needed for Como. There is a small charge to attendees for parking at the dock (by Minneapolis Parks). Eric suggested considering rounding off the expense to \$45 per person. The Host Committee will handle planning details for June. Ron noted that Pillars of Prospect Park has offered use of a room for free and suggested Will consider it for the December event. Jan moved approval (subject to board confirmation) of paying deposits on a summer picnic and Mississippi cruise, Julie seconded, and all voted in favor.

Program Committee: Eric noted the Workshop scheduled for April 18 and Forum on April 25, with 20 new members registered to attend the Forum at Midland Hills. As a result, there will be another 'new member' event at 10:30. Jerry noted that the Silver Gophers t-shirts will be available for sale at the Forum. Eric said the annual meeting is set for May 23 at the Campus Club, with Mark Coyle as the speaker. Election results for board and officers, bylaw revisions and minutes will be announced. All will make clear that the elected positions begin July 1, not at the May meeting. Programs are scheduled through 2023, subject to confirming the October and November speakers. Jan noted that new members received a one week advance notice for the Cabinet of Curiosities events, but she did not expect to do that for the social events. Julie suggested we drop "all member" from the description of the social events, since it suggests there are social events for fewer than all members.

Election Process: Ron said that the election process will begin May 15, allowing a week for voting before the annual meeting. The May newsletter will explain the process and include an opportunity to nominate someone else. Julie suggested the draft ballot include '1st term' prior to the names of new board nominees, and Jan noted that Brad Clary should be in the first term list, not the second term.

Venue Survey: Ron said there was a plan to conduct a survey of all those who attended either or both of the Midland Hills Forums, asking about satisfaction with food, parking, location, etc. and comparing it with the Campus Club. If the survey was sent after the May Campus Club event, it will require an early June board meeting in order to confirm fall schedules with the selected venue. Ron suggested we consider sending it after the April Forum, as most people have already been to the Campus Club. Kristy agreed, and Ron said there is an anticipated rebranding of the Campus Club. After some discussion there was agreement to wait until after the May meeting to send the survey and hold the board meeting on June 5, with a process for board members to vote on a venue by email if they cannot attend.

Board Meeting: Ron noted that he had asked Jeanne Markell to report on the CARES Committee at the board meeting. Jan asked if we record board meetings and Ron said he had not done so before but will do so going forward. Ron was reminded to thank outgoing board members at the May meeting.

Meeting adjourned by Ron around 2:04 p.m.

Board of Regents Meeting March 10, 2023

From the Regents press release

University of Minnesota Board of Regents approved an updated legislative request to fund the reacquisition and initial operations of the U of M's health care facilities on the Twin Cities campus.

The legislative request approved by the Board will drive the first phase of this vision, aiming to:

Acquire flagship health care facilities, including the University Medical Center East and West Bank facilities, Masonic Children's Hospital and the Clinics and Surgery Center. This investment includes the transfer of facilities, as well as funding for workforce needs, union contracts and new leadership for a University-operated organization.

Operate the flagship facilities. This investment includes an injection of 90 days of operating capital — a common level for hospitals — to cover payroll, supplies, professional services, etc., and providing time to turn around operating losses and begin generating positive financial results.

The Board also:

- **Approved all amendments to the University's budget request** for the 2024-25 biennium, which included funding requests related to the **UMN Health** vision, a proposed American Indian Scholars Program, funding for enrollment-driven tuition shortfalls and a potential resident undergraduate tuition freeze.
- **Approved real estate transactions** related to the purchase of 748 acres in Mower County to support planning for the Future of Advanced Agricultural Research in Minnesota (**FAARM**) program.
- **Received an update from Board Vice Chair Janie Mayeron about the Board's Diversity, Equity and Inclusion Working Group.**
- **Received the annual report of the Student Representatives to the Board of Regents.**
- **Discussed plans to advance the University's diversity, inclusion, justice and equity vision** in the second in a series of presentations from Vice President for Equity and Diversity Mercedes Ramírez Fernández.
- **Discussed the impact of the Morris campus** on its community, the U of M System and the state.

Since that meeting

President Gabel announced her resignation

Ken Powell stepped down as chairman of the Board of Regents; Janie Mayeron assumed the chair.

Articles in the Star Tribune about Gable's resignation attracted negative comments about Gabel's presidency and the Board of Regents including a commentary by the Star Tribune editorial board. Dean Emerita Jean Quam wrote a spirited defense commentary.

The Regents met on April 20 to discuss the process of appointing an interim President.

After some discussion they decided to:

move the process along as quickly as possible

conduct the search themselves rather than appoint a committee,

consider both inside and outside candidates,

consider only candidates who would not apply for the permanent position,

not consider "nominees", only applicants,

look for someone who would primarily "keep the trains running",

look for someone who prioritized Minnesota and understood the legislature,

appoint someone whose appointment would not cause a significant disruption in other U of M units.

Following the meeting, Mayeron sent an email to the U of M community describing the meeting and the process going forward. The Regents expect to meet again on April 24 . They called upon the legislature to appoint the new Regents so they could be part of this process.

April 19, 2023

TO: Eric Hockert, Program Committee Chair
Cherie Hamilton, Social Activities Committee Chair
Ron Matross, UMRA President

FROM: Jan Morlock

SUBJECT: Update on planning for special events for 2023; request to board for approval of down payments on events

A planning group made up of Will Craig, Cathy Lee Gierke, Cherie Hamilton, Eric Hockert, Kate Maple, Diane Young, and myself has been at work to develop plans for one or more special social events for UMRA members this year. Our direction was to plan in-person social events that will engage as many of our members as possible; events that would as much as possible be self-funded through member registrations; and with a priority on holding an event during the summer hiatus from regular programs. The results so far are described in the table below.

Event	Venue	Date	Time	Est cost to participants	Est total cost	Down payment	Notes
Summer Social with picnic lunch	Como Lakeside Pavilion	Wed, June 28	11 a.m. to 2 p.m. (we have the pavilion at 10 for prep)	\$30/each	\$2,021 Based on 68	Confirming amount	Vendor is Lancer Catering; picnic format
Mississippi River Cruise with taco bar	Mississippi Queen, dock at Bohemian Flats Park, Mpls	Tuesday, Aug 29	6 to 8 p.m.	\$45/each	\$2,940 based on 70 (all-inclusive of any taxes and fees)	\$1400.	Paradise Cruises; taco bar included; cash bar on board
Winter Social	TBD	Tentative: Dec	TBD	TBD	TBD		

The **Summer Social** would be similar to the events we have held in the summer in each of the last two years, but in June rather than August. We investigated several other venue options for the summer picnic and ended up returning to the Como Lakeside Pavilion option as the one which best met our criteria. A delegation from our planning group has met in person with Lancer Catering representatives to ensure that they understand the level of service and responsiveness we are expecting this year as we return to their venue for the event. In addition to general promotion of this event, we plan to send a direct email invitation to new UMRA members (joined since January, 2022) to encourage them to attend.

The **Mississippi River cruise** this year will be with a different cruise vendor than last year, and would take us through the river gorge in Minneapolis. The Mississippi Queen has total passenger capacity for 110, <https://www.twincitiescruises.com/tour-our-fleet/minneapolis-queen>. Our group would have reserved tables on the boat. Boarding is at [Bohemian Flats Park](#) near the UMN West Bank. Free parking is available in a surface lot in the park operated by Minneapolis Parks. The August 29 date was selected to be a “welcome back to the UMRA program year” event, a few weeks either side of other major UMRA events. In addition to general promotion of this event, we plan to send a direct email invitation to new UMRA members (joined since January, 2022) to encourage them to attend.

Planning is underway for a **Winter Social**, but we don't yet have details to share.

Also fyi, we investigated an outdoor, picnic-style event at the Minnesota Landscape Arboretum but found that the costs and logistics would likely mean a lower participation than what we wanted for purposes of this series of social events. It may be a good venue for other kinds of UMRA events.

Request for action: we are requesting board approval for the down payments for the Summer Social and the Mississippi River Cruise. The Executive Committee gave a preliminary endorsement at its meeting on Monday, April 17.

UMRA Program Committee Update

Board meeting

April 24, 2023

1. Upcoming programs
 - a. April 18 – Workshop (Zoom), Keri Ristic, UMN Director of undergraduate admissions, College Admissions Today: What your grandkids need to know, Ron Matross (Introducer), Julie Sweitzer (Moderator)
 - b. **April 25 – Forum at Midland Hills**, Scott Gillespie, Editorial page editor of the StarTribune, Editorial page view of the University, Bill Donohue (arranged), Lori Sturdevant (Introducer).
 - i. New Members welcome session if there are new members, Diane Young to let us know, same as last month, 10:30am nametag pickup, 10:40am new member session, welcome (Ron), introductions (All plus hosts, if present), UMRA Factsheet handout, Q&A.
 - c. **May 16 – Workshop (Zoom)**, Erica Schorr, PhD, BSBA, RN Associate Professor, Adult & Gerontological Health Cooperative, UMN School of Nursing, Leveraging Digital Health Technologies to Support the Achievement of Optimal Health and Wellness, Ron (Introducer), Julie Sweitzer (moderator)
 - d. **May 23 – Annual Meeting, Campus Club**, West Wing, Mark Coyle (Athletic Director), Jeremiah Carter (Sr. Associate AD for NIL/Policy and Risk Management/Director of Athletic Compliance, Bill Donohue (Arranged), Joel Maturi (Introducer).
 - i. Business meeting
 1. Election results, to be voted online - Ron
 2. UMRA/URVC By-Laws change, to be voted online - Ron
 3. Thank and recognize people - Ron
 4. Thank Ron - Eric
 5. A few comments as incoming President – Eric
2. **Special Social Events (Jan Morlock and Team)** – see separate report for details
 - a. **Mississippi River cruise – Tuesday, August 29, 6pm-8pm** - “Tentatively reserved a Mississippi River cruise aboard the Minneapolis Queen, operated by Paradise Cruises leaving out of Bohemian Flats Park reserved 70 seats, and we can release seats by June 30 if reservations come in slower than that. Price per ticket is \$42 and a deposit of half the total amount will be due when we return the contract to them. The price includes a taco bar, and there is a cash bar on board. At 70 people, this is not a private charter, but they will reserve a block of tables for our group. Boat capacity is 110, and if we were able to get to 90, we could "buy out" the cruise.”
 - b. **Summer social – Como Lakeside, Wednesday, June 28, 11am-2pm** - Team reviewed with Como Lakeside and was satisfied with resolution of previous years’ service issues and reserved.
 - c. **Winter social – December, 2023 (?)**, Exploring possibilities.
3. President-elect/Program Committee Chair
 - a. Started to include Julie Sweitzer in communications, plan more complete on-boarding in June – Eric
 - b. Programs are currently identified through November 2023, need to confirm October and November speakers.
 - c. Recent **issue with Google Drive** shared spreadsheet that has been resolved. Reminder not to make changes or delete documents. I updated the sharing status and will make other shares as needed but only with viewer access.

UMRA Program Committee Update
Board Meeting
April 24, 2023

4/20/23
Eric Hockert

Proposed UMRA Venue Decision Steps

Ron Matross

4/20/2023

Parameters

- Need to make a decision on a venue for our monthly luncheons by early June, in order to give sufficient advance notice.
- We previously agreed that we should settle on one venue for the 2023-24 program year and not switch back and forth

Information needed to inform our decision

- Cost estimates from Midland Hills and from the Campus Club, both for the West Wing and the ABC Room. Hosting Group should obtain by May 22nd Board meeting.
- Survey results. A survey of those who attended one or both of the luncheons at Midland Hills, many of whom will have attended UMRA luncheons either in May or previously. Asking respondents to evaluate Midland Hills and tell us which venue they prefer (opting out those have attended only at Midland Hills).
- Latest understanding of the immediate future of the Campus Club and whether it will be available for the entire academic year

Schedule

- May 16. Annual meeting of the Campus Club, where rebranding will be announced
- May 22 UMRA Board meeting
- May 23 UMRA annual meeting and forum
- May 24-31 Internet survey of Midland Hills attendees
- **June 5 Special UMRA Board meeting to decide venue.** Allow absentee ballot for those who can't make the meeting

UMRA CARES COMMITTEE UPDATE TO THE BOARD

March, 2023

After five years of excellent leadership, long time friend Kathleen O'Brien recruited me to replace her in the role of Cares Committee chair. Kathy not only gave me essential orientation, but she continues as one of the condolence card writers on our terrific team. Now six months into it, I'm please to provide an update to the UMRA Board of Directors.

Committee Members: It's clearly a TEAM effort!

Jeanne Markell (chair); Nancy Helmich & Kathy O'Brien (condolence cards); Mary Knatterud (UMRA newsletter "In Remembrance" column)

Two others who contribute value to our committee are Kris Mortensen (Newsletter Editor) and Virgil Larson (keeper of the membership database)

Committee Purpose: To stay abreast of the passing of University retirees (with focus on past/current UMRA members) to honor their service, pay respects to their dear ones, and inform membership of their passing.

- All retirees deaths are acknowledged with personal notes to next of kin (partner child/sibling/ etc) expressing condolences and appreciation for professional contributions
- UMRA members' deaths are listed in the member newsletter as a service to our membership and in honor of the deceased. We now only list deaths if there is a publicly displayed obituary or if a family member gives the approval.
- For current or past members, a small UMRA treasury donation is made to the charity or cause of choice. When none is named we make a donation in that person's name to the UMRA Research Grant (at U of MN Foundation).

Challenges: The Cares Committee provides a valuable service to not just our members but also to the University— with a respectful expression of shared loss. Letters of gratitude from families come to the committee often as evidence of the value of this work. But it's complicated too. There are gaps in how we learn about deaths and sensitivities in how we respond/ make public. The following two items are things we are currently paying attention to and we welcome the Board's input.

1. The main resource for identifying and verifying retiree/member deaths as well as the appropriate details (dates, work history, next of kin contacts, etc) is the Office of Human Resources. OHR has graciously added us to their bi-weekly "death report", which documents much of the information we seek for our purpose. However the spread sheet information is sometimes incomplete; Committee time is then required to follow up with departments, public information (obituaries, etc) which is time consuming and often means missed information about a retiree/member's passing. The challenge here is to find more ways to be sure we know as many of

Lancer Catering at Como Lakeside Contract

This contract, dated 4/20/2023, between U of MN Retiree Luncheon herein after Client and Red River Kitchen, LLC (dba Lancer Catering) pertains to a function the Client will hold at Como Lakeside. This contract provides for the reservation of space, food, beverage, service and sub-contracted rentals for that event and establishes certain terms and conditions with respect thereto. The Client reserves and Lancer Catering accepts the following:

Client Name: U of MN Retiree Luncheon

Payment Schedule:

Due Date	Amount Due	Deposits
5/4/2023	250.00	Signed Contract and Deposit Due
6/19/2023	TBD	Balance in Full

Event Date: Wednesday, June 28, 2023

Function: Social Event

Planned Guests: 50-100

Guest Arrival: 10:00 am

Vacate Time: 2:00 pm

Location: Partial Promende Deck

Room Rental Fee: Waived

Final Guest Count Due Date: 6/16/2023

REVENUE STANDARD - Agreed food and beverage minimum of \$1,500.00 exclusive of tax and surcharge.

THE PARTIES AGREE THAT THE ABOVE CONTRACT IS MADE AND ACCEPTED SUBJECT TO THE RULES AND REGULATIONS OF LANCER CATERING AT THE COMO LAKESIDE

(Client Signature)

(Date)

Deposits and Payments

A booking is not considered definite or confirmed until the appropriate deposit has been received and a signed contract has been returned. The deposit reserves the Client's event date. Payments shall be made according to the schedule outlined above. All payments are non-refundable. All events must be paid in full no less than 10 weekday business days prior to the event.

Food and Beverage

All food, alcoholic and non-alcoholic beverages must be prepared, supplied and served by Lancer Catering with the exception of specialty cakes which must be obtained from a licensed and insured bakery, at a \$2.00 per guest fee. Neither the Client nor his/her guests may bring to or remove from premise any food or beverages. Due to health department regulations, food and beverage not consumed become the property of Lancer Catering. The menu prices quoted and listed in the catering menus are subject to change without notice. Food, beverage, rental items and surcharge prices are not guaranteed more than 60 days prior to the date of event. Depending on group size, your menu selection may be limited. Lancer Catering shall have the right to substitute product based on quality or availability.

Food and Beverage Minimums

Catered functions are based on food and beverage minimums. If the Client fails to meet the food and beverage minimum designated for the room or rooms that have been booked, an additional food and beverage charge will be applied to the Client's final invoice. The additional food and beverage charge will be the difference between the food and beverage minimum and the total food and beverage charges exclusive of tax and surcharge.

Room Rental Fee

Each room reserved in the contract will be subject to a Room Rental Fee.

Cancellation Policy

Client may cancel this contract at any time by providing written notice to Lancer Catering. Client agrees that if Client cancels this contract for any reason, all deposits shall be treated as a termination fee and become the property of Lancer Catering. The termination fee covers Lancer Catering's administrative costs and other business losses, which result from Client's failure to fulfill the terms of this Contract. Client hereby agrees and acknowledges that any amount retained by Lancer Catering following Client's cancellation of this contract is reasonable and Client accepts this amount as the termination fee.

Rights of Termination for Cause

Except as otherwise provided in the Contract, neither party shall have the right to terminate their obligations under this Contract. This Contract is, however, subject to termination without liability to the terminating party under any of the following conditions:

The parties' performance under this Contract is subject to an act of God, war, government regulation, terrorism, disaster or civil disorder, making it inadvisable, illegal or which materially affects a party's ability to perform its obligations under the Contract. Either party may terminate the Contract for any one or more such reasons upon written notice to the other party within 3 days of such occurrence or receipt of notice of any of the above occurrences.

Attendees and Guarantee

Client's agreement to hold function(s) set out above is a material consideration for which Lancer Catering enters into this agreement. Minimum guarantee includes food, hosted beverages and hosted bar items only unless otherwise specifically indicated, and is pre-tax and pre-surcharge. It shall be the Client's responsibility to notify Lancer Catering of the final number of attendees no later than 12 weekday business days prior to the date of your event. The Client's final Guest count is considered a guarantee not subject to reductions. The Client's final billing will be based on this guarantee or the actual number of guests served, whichever is greater.

Tax, Surcharge, and Exemptions

All food, non-alcoholic beverages, liquor, beer, wine, subcontracted rentals and catering related services are subject to an appropriate sales tax. The Minnesota Department of revenue requires Lancer Catering to request a "Certificate of Exemption" from the above named Client if they qualify for tax exemption. Documentation for tax exempt status must be returned with signed contract. If proof of exemption is not provided with your signed contract, Lancer Catering will charge applicable taxes.

All food, non-alcoholic beverages, liquor, beer, wine, services and subcontracted rentals or services are subject to a surcharge. The entire surcharge is the property of Lancer Catering. The surcharge is not the property of any one employee and will be dispersed at the discretion of Lancer Catering.

Client Initials

Security

Como Lakeside reserves the right to require security arrangements for any function or event. Applicable charges will be the responsibility of the Client.

Smoking Policy

Como Lakeside is a non-smoking facility in compliance with the Minnesota Indoor Clean Air Act.

Audiovisual

Audiovisual supplies are available through the catering department. All charges will be added to the Client's account. To ensure availability of equipment, 72 hours notice is required. Lancer Catering is not responsible for and will be unable to provide any technical assistance to audiovisual equipment that the Client provides.

Theft and Damages

Client agrees to be responsible for any damages or theft to the premises, its furniture, fixtures, equipment and table accessories by guest, invitees or employees of other agents utilized by the Client. Client shall indemnify and hold harmless Lancer Catering and its assigns, from and against any and all claims, suits, damages liabilities, judgments, actions including all attorneys' fees to defend such actions, for bodily injury, illness, and/or property damage arising from actions and /omission of or by Lancer Catering and its assigns, Client or its attendees, guests, agents, employees or invitees.

Decorations

Clients are responsible for the distribution, set-up and collection of all materials and decorations provided by the Client. All decorations need to be pre-approved by the catering department. Please note that sand, balloons, birdseed, glitter, rice and confetti may not be used. All candles must be enclosed. Open flames are not allowed. No tape, nails, pins, gums, or the like may be directly applied to or onto the inside or outside walls, ceilings, windows and door glass or frames and beams. All ceiling draping must be procured through Lancer Catering. No outside vendor is permitted due to liability.

Labor Charges

Client agrees to begin the function(s) promptly at the scheduled time and agrees to vacate at the hour indicated above. This includes all vendors related to the event. Client further agrees to reimburse Lancer Catering for personnel costs and other expenses incurred as a result of Client's failure to comply.

Wedding Cakes

If the Client chooses not to have Lancer Catering provide the wedding cake and instead use an outside vendor, it must be obtained from a licensed and insured bakery, and the Client will be charged a \$2.00 per guest fee. Lancer Catering cannot be responsible for placement of flowers or decorations on wedding cakes.

Advertising/Program Policy

Any printed materials or advertising referring to the use of Lancer Catering or Como Lakeside with the respect to the event must receive prior written approval. All entertainment and programs at Como Lakeside facilities must receive written approval by Lancer Catering on or before the completion of the Banquet Event Order form.

Banquet Event Order Form

All Clients are required to complete and approve a Banquet Event Order form detailing event logistics such as times for guest arrival, beverage and meal service, entertainment, outside vendors etc. This insures that all event details have been approved by the Client and Lancer Catering. The Banquet Event Order form must be completed fifteen (15) weekday business days prior to the function. Floor plans and logistics must be finalized at the time the Banquet Event Order form is completed. Lancer Catering reserves the right to control all sound and lighting on the premises.

Storage and Approval of Materials

Client agrees that Lancer Catering will not accept and store shipments of any materials prior to the time said materials are required for the event. All shipments must receive prior delivery approval from Lancer Catering. All items and materials used in presentations or in decorating must receive prior approval from Lancer Catering. All items with prior approval to be left on Lancer Catering's premises must be removed immediately after the event. Lancer Catering will assume no financial responsibility for any damages or theft of equipment, decorations or personal properties.

Client Initials

Alcoholic Beverage Service Policy

The following policies have been established by Lancer Catering to promote responsible drinking and ensure the safety of you and your guests. These policies constitute a part of the catering agreement between you and Lancer Catering and are incorporated in the catering agreement as if they had been set out fully in the catering agreement. By signing this document below you agree to abide by these policies.

- I. Lancer Catering reserves the right not to serve shots or doubles.
- II. Lancer Catering reserves the right to serve only one drink per person per visit to the bar.
- III. The legal drinking age in the state of Minnesota is 21 for all alcoholic beverages. Lancer Catering will not serve alcoholic beverages to minors. We will ask for valid identification from any person who looks to be under the age of 35. If no identification is available that person will be refused service. If another guest purchases a drink and the gives it to that particular person, both people may be asked to leave the premises.
- IV. Lancer Catering reserves the right to refuse alcoholic beverage service to any individual if that individual appears intoxicated or is engaged in disruptive behavior.
- V. Lancer Catering reserves the right to ask any intoxicated individual(s) to leave the premises. If another guest purchases an alcoholic beverage and gives it to an individual that has been refused service because that individual appears intoxicated, both people may be asked to leave the premises.
- VI. If an individual arrives at the event and Lancer Catering deems that he or she is already intoxicated, we reserve the right to refuse service to that individual. If that individual obtains an alcoholic beverage by some other means, Lancer Catering may ask that individual to leave the premises.**
- VII. If an individual brings outside alcoholic beverages to the event, those alcoholic beverages will be confiscated and disposed of immediately. If the individual continues to bring in outside alcoholic beverages, those beverages will also be confiscated and disposed of and the individual may be asked to leave the premises.
- VIII. If an individual has been refused alcoholic beverage service or has been asked to leave, Lancer Catering will consult with you to help them find a ride home or call them a taxi.
- IX. If Lancer Catering has come to the conclusion that a majority of the individuals at the event are intoxicated, we reserve the right to close the bar and end alcoholic beverage service.
- X. Lancer Catering starts "last call" service 30 minutes before the closing of the bar. "Last call" is designed to serve ONE more drink to all guests that are still eligible for alcoholic beverage service. Once all eligible guests have received their last drink, the bar will close. This may or may not require the full 30 minutes.
- XI. The event manger on duty or any of our management team that is on premise for your event will make determinations on the above stated policies and keep you informed of any situations that arise during your event.
- XII. All alcoholic beverages must be provided and served by employees of Lancer Catering.
- XIII. No alcoholic beverages are permitted to leave the facility.
- XIV. All host and cash bars must meet a minimum of \$350.00 per bar, per function or the client will be billed a \$150.00 bartender fee.
- XV. Bar service must end one half hour prior to Vacate Time listed on the first page of this contract

Outside Vendor Policies

The term client refers to the individuals renting the facility.

The term outside vendor refers to the cake providers, DJs, bands, photographers, decorators, florist rental companies or any person that provides a service for the contracted client that are not part of the Lancer Catering staff.

1. Outside vendors are required to vacate the facility by 1:00 a.m. It is the Client's responsibility to communicate this information to all of their vendors. The facility will be open (2) hours prior to the event and (1) hour after the conclusion of the event. Deliveries and pickups not made within these designated times will result in additional fees to the client. Deliveries and pickups must be arranged with the event consultant.
2. All outside vendors must supply their own transportation, moving equipment (i.e. two wheelers etc), extension cords and any other equipment needed.
3. Outside vendors will not be allowed to eat from the buffets or drink from the bar without permission from the client
4. Unless arrangements are made prior to the event all equipment must be removed from the premises at the event conclusion. Lancer Catering is not responsible for any vendor equipment left on the premises. Clients should make arrangements in advance as to who will collect centerpieces, cakes pieces or any other person properties.
5. Lancer Catering is not responsible for centerpieces and or cake pieces provided by outside vendors.
6. DJ's and Bands must not place speakers directly on the floor. Sound will be monitored by the event captain. Lancer Catering reserves the right to dictate sound levels.
7. Client agrees to reimburse Lancer Catering for personnel costs and other expenses incurred as a result of Client's failure to comply.

Client Initials

Promenade Deck Rules

Due to the nature of being an outdoor music Pavilion in a neighborhood, the following rules/regulations need to be adhered to:

- 1. Music to conclude no later than 9:00pm
- 2. Speakers are to face the building as opposed to facing the lake
- 3. Decibels are to be at 85dB or less (these will be measured during your event at random times)

Should any of these rules not be followed, the following consequences will apply

First Violation- Verbal warning

Second Violation- \$750.00 Fine (to be paid by the contract client signing below)

Third Violation- Event will be shut down

I have read and agree to the terms and conditions stated in the foregoing catering contract and understand that the contract is considered valid only with the signatures of both parties and approval of credit application (if applicable).

Group Name: U of MN Retiree Luncheon

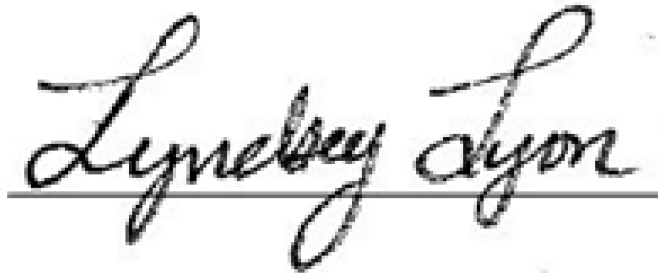
Accepted by (Client Signature): _____

Print Name: _____

Title: _____

Date: _____

Approved by:

A handwritten signature in cursive script that reads "Lyndsey Lyon". The signature is written in black ink and is positioned above a horizontal line.

Print Name: Lyndsey Lyon

Title: Catering Sales Representative

Date: 4/20/2023

the cases of deaths as possible. Accuracy is critical and sensitive. Additionally, we know not all retirees' deaths get reported through OHR. To be more comprehensive we need more channels by which to get and validate information.

2. The matter of individual/family privacy and preference about public announcements at time of death is also increasingly important to the committee. Ours is a large organization where often we are reporting about a death of someone none on our team actually know. New protocols are being discussed on how to fulfill the purpose described above but also respect the wide range of how people feel about others' responses in time of the death of a family member or loved one.

Recent Activity: *Sept 2022 through March 2023*

- Thirty-three deaths of retirees were reported via OHR reports in this timeframe, with an additional 4 discovered through informal networks and verified with published obituaries. Cards of condolence were sent to persons listed as "contact" in the OHR reports. When no contact was listed, a name was sometimes discerned via the printed obituary. As stated above, the tricky part is getting it right!
- Of these, seven were past or current UMRA members whose passing was listed in the newsletter and donations were made on their behalf.
- Notes or emails of appreciation were received in several instances, stating how touching it was for the University of Minnesota to acknowledge the loss of their loved one. When in written form these will be submitted to the archives.
- Copies of all OHR reported deaths, obituaries, committee correspondence and memorial letters/checks on on file with committee chair Jeanne Markell and are available for review by the UMRA Board. An end of year report will be filed with the UMRA archivist.



UNIVERSITY OF MINNESOTA RETIREES ASSOCIATION

President

Ron Matross
r-matr@umn.edu
651-646-5755

Janie S. Mayeron
Chair
Board of Regents
University of Minnesota

President-Elect

Eric Hockert
ehockert@umn.edu
651-528-8099

Re: Presidential Search

Secretary

Julie Sweitzer
jsweitzer@comcast.net
952-938-4634

Dear Regent Mayeron:

Treasurer

Kristy Frost Griep
frost016@umn.edu
651-262-8670

We are writing to you on behalf of the University of Minnesota Retirees Association (UMRA) regarding the upcoming presidential search. We ask that you consider putting someone from UMRA on the search committee. We have many members who have worked closely with past presidents and have a good sense of the attributes that are necessary to succeed at the job. It seems particularly important now to have a leader who has not only the academic credentials and experience but also has the charisma and common sense needed to lead our flagship University. We think we can help you choose such a leader.

Past President

Jan Morlock
jam@umn.edu
612-518-1091

While all presidential searches are important, this one seems especially so because of the many divisions in the state. We need to reinforce for the people of our state that the University's teaching, research, and outreach are a resource for the entire state that is vital to the state's economy. The University is a unique and exceptionally successful public institution that has paid great returns for our state.

Board of Directors

John Bantle
Will Craig
William Donohue
Cathy Lee Gierke
Cherie Hamilton
Laura Coffin Koch
Russell Luepker
Kate Maple
Jan McCulloch
Jerry Rinehart
Barbara Shiels
KaiMay Yuen Terry
Cathrine Wambach
Diane Young

UMRA (umra.umn.edu) was founded in 1978 and currently has about 800 members who are retired faculty, professional and administrative employees. Virtually all of our members have devoted most of their professional lives to the University and want it to succeed and prosper. Importantly, UMRA has a memorandum of understanding with the University that reflects our support for and commitment to the University.

We volunteer and teach in programs throughout the University and provide thousands of hours of volunteer time to the University and the community. In addition, we have put our funding dollars where our hearts are. In the last fundraising campaign, the University of Minnesota Foundation determined that our members had contributed over \$34 million.

In conjunction with the University and its provost's office UMRA runs a Professional Development Grants for Retirees program. Over several years this program has helped to produce nine books, 48 journal articles and an untold number of public and professional presentations.

We also provide programming through forums and workshops that focus on the University, including recent forums on the Selection of University Regents and on the University Budget Request 2023. In fact, on April 25, our forum will feature Scott Gillespie, the Editorial page editor of the Star Tribune who will discuss with us the editorial board's view of the University and the relationship of the media to the University. Our hearts and minds are focused on the University and its success.

The selection of a president is perhaps the single most important job of the Board of Regents. We would like to help with that task in any way we can to assure the continuing success of our University.

Thank you for your consideration,

Ronald Matross
President, University of Minnesota Retirees Association

Eric Hockert
President Elect, University of Minnesota Retirees Association

cc: Brian Steeves

University of Minnesota Retirees Association

Financial Report

March 2023

Fiscal year July 1 through June 30

UMRA		
	<u>6.30.22</u>	<u>3.31.23</u>
Savings Certificate	\$ 10,243	\$ 10,255
Savings Account	\$ 6,973	\$ 6,974
Checking Account	\$ 3,402	\$ 5,665
Total Checking and Savings	\$ 20,618	\$ 22,894

	UMRA		
	<u>Budget FY23</u>	<u>March</u>	<u>YTD</u>
Revenue:			
Sponsorships	\$ 6,500	\$ 1,750	\$ 4,750
Summer Social	\$ 2,000		\$ 1,950
Annual Dues	\$ 15,000	\$ 210	\$ 13,180
Luncheons/Events	\$ 14,400	\$ 1,650	\$ 10,535
Future Luncheons		\$ 1,020	\$ 2,190
Donations			\$ -
Transfer out of Savings	\$ 2,600		
Total Revenue	\$ 40,500	\$ 4,630	\$ 32,605
Expenses:			
Cares Committee (memorials and expenses)	\$ 900	\$ 230	\$ 860
Newsletter printing/mailing	\$ 3,820	\$ 453	\$ 2,693
Newsletter personnel contracts	\$ 8,000	\$ 1,800	\$ 5,900
Membership committee costs	\$ 600		\$ -
Other Annual Meeting costs	\$ 1,060		\$ 1,060
Luncheons/Events	\$ 17,700	\$ 2,624	\$ 12,818
Host Committee	\$ 460		\$ 122
Square / Stripe fees		\$ 104	\$ 839
Summer Social	\$ 2,000		\$ 1,813
Big 10 Conference costs	\$ 1,700		\$ 2,126
Big 10 Conference 2026 reserve	\$ 2,000		
Insurance	\$ 1,500		\$ 1,434
AROHE	\$ 220		\$ 120
Other	\$ 540		\$ 557
Total Expense	\$ 40,500	\$ 5,211	\$ 30,342
Net Income (Loss)	\$ -	\$ (581)	\$ 2,263

Notes:

Other annual mtg cost for Joel Westacott due to late invoicing

Sponsorships receivable \$500

Net event expense YTD = (\$3,107), approx 83% of budget...approx 75% of events have occurred

URVC	
Carryforward	\$ 5,130
Total Available 3/31/23	\$ 5,874

	March	YTD
Revenue:		
Allocation		\$ 4,000
Total Revenue	<u>\$ -</u>	<u>\$ 4,000</u>
Expenses:		
Student workers	\$ 449	\$ 2,823
Parking	\$ 62	\$ 307
Crash Plan License		\$ 56
Food		\$ 70
Other	<u>\$ -</u>	
Total Expense	<u>\$ 511</u>	<u>\$ 3,256</u>
Net Income (Loss)	\$ (511)	\$ 744

March = 0.75 % of year
 spending YTD = 0.814 %