Minutes of the Dec. 12 meeting were approved as presented.

CONTINUING BUSINESS

(1) E-mail accounts for retirees

The following policy was proposed at a meeting of Dave Kieper, Sheryl Van Gruensven, Barb Holschbach and Barbara McClure-Lukens on Jan. 6, 2009:

--- All retirees in good standing will be able to choose to keep their uwgb.edu accounts. (This procedure was determined to assure greater efficiency for the departments involved than an earlier suggestion to establish a unique account designation for retirees.) Procedures for establishing such a uwgb.edu account will also be provided for individuals who retired before such accounts were available.

--- Administrative changes under way (Chancellor, Provost, Assistant Chancellor) require that this policy will be in place no earlier than September 2009 and will not be announced until it is officially established.

--- It is presumed that the choice to keep such an account will be presented by a Human Resources counselor as part of a retiree’s exit interview. At such time new retirees will also be notified of the existence of the Retiree Association and the opportunity for membership.

--- At the request of Human Resources, Ken Fleurant will provide a one-page executive summary describing the organization and the opportunity for membership. The document will also be used to familiarize other department heads and administrators with the Association when procedural requests are being made.

(2) Committee reports, concerns:

Program:

--- Marie Stephenson and Kathy Altergott have agreed to serve on the Program Committee. The full committee will meet in February with the intent of conducting a poll of Association members regarding their interests, as a basis for planning future programs. Board members were asked for input on questions to include in the survey and guidance in defining the charge of the committee.

--- Ken and Paula Fleurant and Bev will serve on the planning committee for the annual dinner. Paula will call a meeting in February and Helen Schwartz will attend to offer help and advice. Plans will be coordinated with Tim as they progress.
Communication:

--- Some board members who have signed up individually for The Log to come to their private e-mail addresses have not received it. Ken will investigate the problem with the appropriate individual(s) in the Computer Center.

--- George will work with Dan Moore to update and redesign the Retiree Association website to make it a primary vehicle of publicity to prospects as well as members and a tool for enrollments and registration, etc. (At present, the annual dinner invitation is the only communication to all retirees.) Barbara reminded us that such a project should be undertaken promptly. If costs related to redesign are billed by late spring of 2009, they can be covered by the Outreach budget for the current fiscal year.

Membership:

--- Association membership is free during the current year; as of Sept. 29, 2009, date of the annual dinner, there will be a membership fee. The suggested annual fee is $10, to be added (probably) to the cost of the dinner. The amount is subject to change, depending on future budget needs.

(3) Facilities

--- Questions were raised about the future use of space and equipment. The consensus view: It will be reserved by committees, individuals, small groups and larger gatherings for a wide variety of programs as they are developed. Some examples for use of the site: for tutoring, for mentoring of new faculty members, for small seminars; for work on service projects.

--- Recognizing the need to provide a more inviting atmosphere in WH 318, the board will pursue acquiring furniture that becomes surplus with the remodeling of the library plaza in March.

--- While University funds have been allocated for computer and telephone service this year, installation of equipment will be delayed until a decision has been made on where it will be located/connected in WH 318.

NEW BUSINESS

(1) Budget for 2009-2010

--- Members were asked for input on items for the 2009-2010 budget. Basic needs identified so far are computer and telephone service and office supplies.

--- The present Association account balance is about $400, accrued from dinner fees over past years. An expenditure approved for the current year is for about $100 to secure a lockbox for the door of WH 318.

-- Betty Brown, Secretary