

CUCRA MEETING

April 17, 2008

UC Riverside Alumni Relations Center

Minutes

OFFICERS:

Marian Gade (UCB); Chair; Lee Duffus (UCSC), Vice Chair, (absent);
Anne Gray Raventos (UCD), Treasurer; Suzan Cioffi, (UCSD) Secretary;
Toni Sweet (UCB), Information Officer.

ASSOCIATION REPRESENTATIVES:

Richard Drake (UCSF), Bob Fulton (LBNL), Jeff Garberson (LLNL), Barbara Gerber (UCOP),
Adrian Harris, (UCLA), Betty Howe (UCR), Iola James (UCB), Joe Mariner (LANL),
Mary Mariner (LANL), Sal Martino (UCR), Donn Miller (UCSB), Barbara J. Nichols (UCD),
Bob Oakes (UCSD), John Pitts (LLNL), Deanna Falge Pritchard (UCD),
Marianne Schnaubelt (UCI), Dorothy Webster (UCLA), Don Wilkie (UCSD), Clifford Wurfel (UCR)

CENTERS DIRECTORS

Jeri Frederick (UCI); Eddie Murphy (UCLA);
André Porter (Acting Director) (UCB); Doreen Barcelona-Strnad, (UCD).

SUMMARY OF ACTION ITEMS RESULTING FROM MEETING:

Discuss at the Fall 2008 meeting

Action Item #1 – Impact on Labs of Changes – and Relationship with CUCRA

Action Item #2 – Library Database Access for Retirees

Action Item #3 – Discuss Development of Intra-CUCRA Communications

Action Item #4 – Discuss how shall we maintain the history of the organization?

Action Item #5 – Discuss dues; what amount is appropriate?

The meeting was called to order by CUCRA Chair, M. Gade.

Chair's Remarks: Marian Gade welcomed everyone to the meeting. M. Gade noted that CUCRA Vice Chair, Lee Duffus was not present. She then introduced Suzan Cioffi (UCSD), the new CUCRA Secretary. The Chair invited everyone to briefly introduce themselves around the table.

M. Gade shared the contents of an email she received from Shelley Glazer, founding Executive Director of the UC Berkeley Retirement Center. In it, S. Glazer informs that group that she has just retired and wanted to send her best regards. She expressed what a pleasure it had been to work with everyone in CUCRA on behalf of faculty and staff, and provided an email address should anyone wish to contact her: sdg@berkeley.edu.

Minutes: S. Cioffi. The October 25, 2007 minutes were distributed. M. Gade asked for comments or corrections. Receiving no corrections, J. Pitts moved that the minutes be accepted as submitted, B. Nichols seconded, and the minutes were approved unanimously. On behalf of the entire association, M. Gade extended her gratitude to T. Sweet for her two years of services as CUCRA Secretary. S. Cioffi commented that she will make her best effort to produce meeting minutes in a timely manner.

Treasurer's Report: A. Gray Raventos distributed the Treasurer's report. She noted that the process of changing bank signatures had been quite frustrating. A. Gray Raventos made the following comments about the report:

- ◆ The first page is the balance sheet. The bottom line is that CUCRA is better off than it has ever been.
- ◆ Regarding the cash flow and budget report; the positive bottom line is due to the generosity of the UC travel group, led by Rosemary Norling (UCSD), which donated \$7,000 to CUCRA in 2007.
- ◆ Given the current positive financial status, the CUCRA Executive Committee made a one time decision to charge each association CUCRA dues of only \$0.50 per member instead of the \$1.00 dollar per member that had been approved and implemented four years ago. In their message to each member association, they had added the caveat that CUCRA may have to go back to the member associations for additional dues, if the need arises.

- ◆ M. Gade noted that when CUCRA voted to change the dues from \$0.50 to \$1.00 per member four years ago, this change was never codified in the standing rules.
- ◆ A. Gray Raventos asked if the excess in the checking account balance should be transferred to an interest-bearing CD. M. Gade expressed her agreement that the excess balance should be moved into an interest bearing account. A. Harris stated that only enough liquid funds should be maintained in the checking account to meet the regular annual liabilities of the Association, and the remainder should be transferred to an interest-bearing account. He also suggested that the Treasurer consult www.moneymarket.com to find the best possible rate.
- ◆ A. Gray Raventos stated that the regular expenses of CUCRA amount to between \$5,000 and \$6,000 per year.
- ◆ M. Gade raised the question of whether the council wished to authorize the movement of monies between the checking and an interest-bearing account without the necessity of a case-by-case approval of the group.
- ◆ R. Drake argued that in his opinion, this was under the purview of the Treasurer's regular duties under the term of "Other Duties as Necessary". He argued that the judgment of the officers should be trusted in this regard.
- ◆ M. Gade asked that the council rely upon the Treasurer to manage the funds prudently, asking for, and receiving a consensus decision of the council that the job of moving funds from the checking account to an interest-bearing account was indeed part of the Treasurer's responsibilities, thus not requiring case-by-case approval.
- ◆ D. Webster was the sole dissenter, expressing her preference that the council establish guidelines, and agree upon a threshold number which would invoke the necessity of transferring funds between accounts.
- ◆ The Treasurer's report is thus filed for audit.

Information Officer's Report: Toni Sweet. She asked all attendees to kindly update their email address on the attendance sheet that was circulated. Email is the most efficient means of communication. She also asked that attendees inform her if they do not receive email, and snail mail will be substituted.

T. Sweet asked S. Cioffi about the status of the new CUCRA brochure, which S. Cioffi had volunteered to layout and design. S. Cioffi provided all attendees with a sample copy of the completed CUCRA brochure, and asked all attendees to review the brochure and email corrections to S. Cioffi (scioffi@ucsd.edu).

Chair's Report: Marian Gade

M. Gade expressed her thanks to L. Duffus for his good work revising the Bylaws and the Standing Rules. Second, M. Gade reported on her recent day-long visit to the Office of the President. In a variety of meetings, she asked them, "What can we be doing?", "How can we help them?" "What can we expect from them?" She reported that she received a very positive response from OP. She relayed to OP that CUCRA doesn't want retirees to be seen as a "gimme" group. Retirees and their associations should be recognized as resources for the University throughout the state. This approach was very well received. OP representatives appeared to be pleased that she had asked. M. Gade reported that retirees are viewed as an important group to take into account. However, OP representatives also said that major changes are coming. OP is on course to move away from the central administration role. It seeks to redefine itself as only focusing on a central policy role. "The corporate winds are blowing," per Judy Boyette. OP will be cutting the fat in the largest departments. There is an early retirement offer on the table for some senior staff at OP. The only certainty is that after the reorganization, there will be changes. The final form will be very different from the status quo. The largest department in OP is the HR / Benefits Dept. Some activities now performed in-house will most likely be outsourced. Some functions will stay inside OP. This issue will be addressed in greater detail in the afternoon session.

J. Pitts commented that the Lawrence Livermore Labs have been going through big changes, but through it all Judy Boyette has been very helpful. Adrian Harris mentioned the Burn Report, and asked if it had been taken into consideration.

M. Gade provided a brief history of UCOP. Some years ago a previous attempt at reorganizing UCOP was made. In 1958, there were only 1,100 employees at the UC Office of the President. The first two Chancellors were named in 1958. Along with this step, came some devolution of responsibilities. The total number of employees at UCOP decreased dramatically from 1100 to about 220 in 1960 under that reorganization phase. Employees were transferred to campuses. OP has grown again significantly since that time. In the 1960's a report by a consultant (Burns) was presented to the Regents with some similar recommendations to that of the present Working Group.

A. Harris interjected that then UC President Clark Kerr shelved the Burns report. A. Harris believes that the Burns report has a lot to do with the new reorganization plan. It puts the responsibilities back at the campus level. I. James asked about the terms of the special offer of retirement from UCOP. A. Harris noted that full information on the offer can be found by a Google search. The full package is available to the public on the internet. M. Gade noted that the reorganization is not being done in secret. A recent report from the Monitor Group was very harsh in its conclusions. D. Jensen and M. Gade co-authored a letter to OP that supported the work that the OP HR / Benefits Department does. The letter stated that in general retirees are satisfied

with the level of services received, and asking why input was not sought from CUCRA, which represents UC retirees. This letter was referred to the Monitor Group. In essence, in their reply the Monitor Group stated that for their assessment they communicated with lots of groups but they were unable to contact CUCRA. There was insufficient time or budget to talk to retiree groups. M. Gade concluded that CUCRA has tried to make an impact on the process. The responses from OP have been more cordial and understanding.

M. Gade also spoke about the new StayWell program. It is a new wellness program promoted by the OP. She concluded that one of the major problems with the new program is that it has not been well advertised. StayWell Program representatives will address the afternoon session, and hand out information packages. M. Gade recommended that attendees carefully read the materials and take the health assessment questionnaire. Upon completion of the assessment, each participant receives a \$75 bonus, which can be redeemed with a wide variety of vendors. M. Gade said that the Associations should make an effort to get information on this new program out to members. Part of the problem is that StayWell materials are not mailed out with a UCOP return address. It is a StayWell Program return address, and many annuitants wrongly assume it is just junk mail, and toss it out. E. Murphy suggested that all associations include information about the StayWell program in their newsletters.

M. Gade asked the Center Directors if they had anything to add.

- ◆ E. Murphy reported that the UCLA Emeriti/Retiree Relations Center will be celebrating its 40th anniversary this year.
- ◆ D. Barcelona-Strnad shared that UC Davis is celebrating its second anniversary and second annual bake event.
- ◆ A. Porter reported that the Berkeley Retiree Center recently moved into new space. He also added that founding Executive Director Shelley Glazier recently retired.
- ◆ M. Mariner (LANL) informed everyone that this year is the 16th year of the Los Alamos National Labs Retiree Association. M. Mariner shared the concern that many members want to better understand what CUCRA actually does for LANL retirees.
- ◆ A. Harris agreed that since LANL retirement benefits have now been separated from the UCOP plan, the lobbying activities of CUCRA's Joint Benefits Committee are no longer directly beneficial to Los Alamos retirees. In this case, the only remaining benefit for LANL retirees derived from participating in CUCRA is the program information sharing. The benefits info and lobbying will no longer help them.
- ◆ **M. Gade asked for an Action Item for the Fall Meeting: Impact on Labs of changes – and relationship with CUCRA.**
- ◆ J. Garberson added that the University of California remains only a minor player in the operation of the Labs. All of the remaining employees have a minority interest in the University in general. For those who are already retired, CUCRA and UCOP are the only advocates for health and welfare benefits of retirees.
- ◆ M. Gade concluded the discussion with the comment that CUCRA doesn't want to lose LANL participation, although it is indeed true that there isn't a lot CUCRA can still do for LANL retirees.

OLD Business

1. CUCRA Brochure. M. Gade remarked that the CUCRA brochure has been distributed today. She asked all attendees to carefully review the brochure, and to email S. Cioffi with any corrections. Attendees decided that names should be removed from the contacts, where feasible, as they frequently change, thus extending the life of the brochure. Associations should be addressed c/o the campus retirement centers, where they exist.

2. Library Database Access. M. Gade stated that library database access for retirees is an important issue that needs to be addressed. Emeriti have full library privileges, however staff retirees do not. The UC argument is that retiree access would be prohibitively expensive. J. Pitts, A. Porter, and R. Drake all concurred that access to databases has been declined, and that this poses a problem for a number of retirees. R. Drake suggested that CUCRA explore means of supporting retirees who need this access. This would be a valuable service to offer to retirees. M. Gade concurred that the issue merits attention, and she suggested that R. Drake, J. Garberson and M. Gade work together on pursuing possible solutions to this problem.

3. Communications. M. Gade noted that the staff at UCOP's newsletter *New Dimensions* is trying to do a better job of communication with annuitants. She concluded that they are going in the right direction. M. Gade remarked that what is lacking is communication among one another within CUCRA. She mused that she is not sure what is the best way to improve communications among CUCRA members, or even if this is valuable or something that members really want. Members are already deluged with email. M. Gade posed the question: What level of contact would be helpful? M. Gade determined the need to add this issue to the Fall Meeting Agenda. **Action Item #3 – Discuss Development of Intra-CUCRA Communications**. E. Murphy noted that New Dimensions publisher, Anne Wolf, does ask for content input from the Centers. She thinks it is important to brainstorm and share information and best practices. The Center Directors meet once per year with

this goal in mind. M. Gade concluded that she will try to be communicative with members and officers. She asked of all attendees: What could you use? What info do you want?

4. AROHE (Association of Retirement Organizations in Higher Education): D. Barcellona-Stand noted that the bi-annual AROHE conferences are an excellent way to share program information.

5. CUCRA Website: The question of a CUCRA website was raised. S. Cioffi reported that she had reserved the CUCRA website for the fee of \$15 last year, and that the domain is up for renewal. M. Gade asked that S. Cioffi be reimbursed for the \$15 domain purchase for 2007, and that the domain be renewed for 2008. Attendees then discussed basic CUCRA website content development. I. James moved to approve an expense of up to \$1,000 to design and establish a new CUCRA website. Jeff Garberson seconded the motion. The motion was approved unanimously. M. Gade agreed to consult with A. Porter and M. Caserio to pursue this project.

6. CUCRA/CUCEA meetings: E. Murphy suggested that CUCRA meet jointly with CUCEA only once per year, stating that it was problematic to attend both meetings which are scheduled concurrently. M. Gade agreed that it was preferable to hold separate meetings; however the joint meeting this time was simply a matter of convenience.

The meeting was suspended for a 15-minute break.

M. Gade reconvened the morning session, and welcomed Jeri Frederick (UCI), who had been attending the CUCEA morning session, to the meeting.

Bylaws and Standing Rules: M. Gade proceeded to a review of the documents. M. Gade began with a review of the Bylaws, pointing out the relevant changes. She remarked that there were no real substantive changes. M. Gade suggested that CUCRA needed to have its Bylaws in electronic form. There had been two versions that were circulating with different information in them. She noted that this task was not one of policy but was more a question of housekeeping. M. Gade proceeded with pointing out the most significant items that were modified:

Bylaws:

1 - The CUCRA Bylaws said that CUCRA meetings were held in Sept. and March. This is changed to fall and spring.

2 – Each association is given one vote. This policy is confirmed.

3 – In the previous Bylaws, nothing was mentioned about a quorum. It is important to establish a quorum. Article 5 Section 3 addresses this point.

4 – Article 6, Section B – An amendment voted two years ago was never added to the bylaws.

M. Gade: Those are the main items. She asked attendees if there were any other items about which anyone had questions or concerns.

A. Harris moved to approve the Bylaws, as revised. J. Garberson seconded the motion. The Bylaws revisions were unanimously approved.

Standing Rules

1 - A. Harris commented that in line 3 of the 1st paragraph, the word “meeting” is written twice and is redundant. He also suggested that the reference to Roberts Rules of Order should be deleted. All attendees concurred with this suggestion.

2 – Dues: The Standing Rules stated dues at \$0.50 cents per member. At a CUCRA meeting four years ago attendees voted to change the dues to \$1.00 per member, however this modification was never codified in the bylaws. In the new revision, dues are left at \$0.50 per member.

D. Pritchard raised a question about the rules regarding CUCRA dues. A. Harris suggested that CUCRA could simply suspend the standing rules when needed. A. Gray Raventos suggested that dues be a subject of discussion at the next meeting. M. Gade agreed to make dues an **ACTION ITEM to be discussed at the next meeting**. R. Drake suggested that CUCRA’s annual dues should be decided at the fall meeting for spring. A. Harris noted that the dues have been at \$0.50 cents for the last five years.

The Standing Rules were unanimously approved.

AROHE MEETING – October 2008

M. Gade: Asked the council: Do we wish to send one or two members to the AROHE (Association of Retirement Organizations in Higher Education) meeting in October 2008? M. Gade briefly explained to attendees what AROHE is, and the value of attending the meetings. She reported that she had attended two prior AROHE conferences and had found them to

be very interesting with great speakers on a variety of topics relevant to aging. The expenses (transportation, registration fees and lodging) for the October 2008 conference will be fairly modest, since the conference will be held at USC. D. Pritchard agreed that attending the AROHE conference is very valuable. J. Frederick remarked that if you've been having issues at your campus, you will feel much better off after you come away from this conference. I. James also thought that it is important to have CUCRA representatives attend. She has attended two times. D. Pritchard recommended that CUCRA send M. Gade. T. Sweet suggested that a second person be sent as well. A. Harris proposed that the Chair and the Chair Elect go representing CUCRA. Attendees agreed by a consensus decision that two representatives – the Chair and the Chair Elect – shall be sent as CUCRA representatives to the AROHE conference in October, or persons of the chair's selection should they not be able to attend. M. Gade noted that E. Murphy and S. Glazer are playing key roles in organizing this event.

Fall 2008 – CUCRA Conference

M. Gade noted that the fall CUCRA meeting is tentatively scheduled to be held at UC Santa Cruz on Thursday, October 23, 2008, however there is no representative at this CUCRA meeting from UCSC to confirm. She noted that CUCRA had received a very favorable response from UCSC Chancellor's office that they want to host the meeting. CUCEA also reacted favorably to the UCSC offer to host. M. Gade recognized that it is considered very difficult to get to UC Santa Cruz, but she underlined the importance of rotating CUCRA meetings among all of the campuses. T. Sweet noted that the CUCRA Chair Elect is from UCSC. M. Gade and CUCEA Chair Charles Berst will follow up with UCSC to finalize arrangements for the fall meeting there, as the fall meeting is typically the joint CUCRA/CUCEA meeting. In the unlikely event that UCSC is no longer able to host the meeting, given the delay in responding to their invitation of last fall, the Executive Committee will arrange that it be held elsewhere. A number of attendees expressed concerns about the date for the fall CUCRA/CUCEA meeting on October 23rd, as the AROHE Conference follows immediately October 24 – 26.

Association Reports

The Chair had requested that each association come to the meeting prepared to share some event or practice that they believed might be emulated by other associations. The association reports were as follows:

1. B. Nichols (UCD): UCD retiree association has a staff scholarship employee award to further their education. A total of \$1000 is split into two scholarships, funded entirely from dues, which are \$10 per year.
2. D. Miller (UCSB): The UCSB association is a very active group. The association meets one a month. Association activities include an annual BBQ, a holiday party at which toys are gathered for town, and a raffle at the BBQ and at a holiday party. The association sponsors a \$1000 scholarship for a student, funded by raffle proceeds.
3. A. Harris requested D. Miller's Historian report. M. Gade responded that CUCRA may or may not wish to continue the Historian position. A question has arisen over duplication of duties between the Information officer and Historian. This is being studied, and is the reason which a Historian's report was not provided at this meeting. A. Harris responded that the question of who plays the role of historian is not critical, only that CUCRA have a Historian and receive a regular report at its meetings. M. Gade suggested that CUCRA looks at how CUCEA handles this. A. Harris said that Nora Jones of UCLA provides an excellent archive for CUCEA.
4. S. Mariner (UCR): The UCR Retirement Association has set up a trust fund of \$40,000 earning 5% interest. Anything over budget at the end of the year goes into the scholarship fund. The interest is generating a scholarship of \$1000 per year. This program works very well.
5. I. James (UCB): The Association organizes a toy drive at the holiday party. The Association offers a variety of local bus trips, which are advertised in the Association's newsletter; to Monterey, Bodega Bay, etc. with a bus that holds 56 people. The Association organizes a Day at the Races, from which \$5 goes to the Scholarship fund. Emeriti also participate in Association trips and activities. Scholarship recipients are children of staff members.
6. R. Drake (UCSF): The Association offers fitness center access for members, which is a way to tie in to the UC's new focus on health and wellness. The Association organizes some 12 events per year, including a festive holiday luncheon with a toy drive. It has 700 dues-paying members.
7. D. Wilkie (UCSD): The Association has a very active volunteer program with numerous volunteer activities, a volunteer of the year luncheon, and some 100 volunteers donating 1,200 volunteer hours per year. Volunteers assist with a variety of campus administration and student events. The Association offers a \$3000 scholarship each year. Membership has climbed to over 950.
8. A. Harris (UCLA): Reported that the "*Ask Adrian*" newsletter is garnering interest at UCLA and beyond. It includes articles regarding financial and retiree issues. Send email to harris@ucla.edu to get financial questions answered or to opt in to the distribution of Adrian Harris' newsletter.

9. Bob Fulton (LBNL): The Association queried its membership to find out what they want. Members want to continue to produce a quarterly newsletter. Association dues are \$12. The Association contributes to charity; including Hospice and particular employee hardship cases. B. Fulton concluded that the LBNL association is a nice informal group.

10. J. Frederick (UCI): Shared the success of the first ever gala inaugural art exhibit, which included a reception for retirees and emeriti too. J. Frederick wanted to give a lot of credit to the President of the Association for all her work for this project. UCI club hung all art at the Faculty Club. J. Frederick reminded attendees that she only works part time, giving full credit to the association for this major successful event.

11. D. Webster (UCLA): The Association organizes an Annual Arts and Crafts Show, a festive Holiday party and a picnic too. It is also developing a volunteer program, with a dedicated new chairperson. The Association organized numerous local trips in and around LA, and they obtain the bus at no charge from a local councilman.

Insurance and Risk Management: M. Gade discussed the issue of risk management and insurance. Associations can't figure out how to self ensure. Many associations use public transportation to avoid incurring risk. E. Murphy is currently conducting a system-wide study of the issue of insurance for UC campus associations. M. Gade concluded that CUCRA members need clarification on this important issue.

University Support: T. Sweet queried the group as to which associations are receiving support from the university?. D. Miller said his association received no support. J. Frederick stated that the UCI association must request support each year. A. Harris explained that the UCLA Retirement Association would soon be receiving a large and regular infusion of support from the new retirement community developed in cooperation with the association.

M. Mariner commented that there was no list of the officers and members in this CUCRA meeting package. T. Sweet and S. Cioffi will put together a list and have it for the next meeting.

The morning session was adjourned by M. Gade at 11:45 a.m.

Respectfully submitted
Suzan Cioffi
CUCRA Secretary
April 22, 2008