

**Minutes for COUNCIL MEETING
of McMaster University Retirees Association -
Wednesday January 10, 2007, 1:30PM at Student Centre Room 224**

Present: Helen Barton, Beth Csordas, Brian Ives (chair), John McCutcheon, Mildred McLaren, Roman March, Veronica Morrison, Kathy Overholt, Joan Parker, Pam Penny, Rod Phillips and Marianne Van der Wel

1. Welcome & Regrets

Regrets received from Joan Morris, Geoff Evans, Michele Leroux, Margaret Jenkins, Anne Sinclair

2. Minutes of Previous Meeting

Approval December 13, 2006 Council Meeting Minutes

2007 is not the silver anniversary (as mentioned in the minutes) of MURA as we began in August 1985 making this our 22nd year.

MOTION

- Kathy Overholt **MOTIONED** we approve the minutes as corrected.
- Mildred McLaren **SECONDED** the motion.
- **CARRIED** unanimously.

Minutes were approved as corrected

3. Business Arising

a) Confidentiality of retiree data /Privacy Statement(Michele Leroux/Helen Barton)

Background: The university needed to know what we would do (and not do) with the private information we were given concerning new retirees. Most organizations have a published privacy statement. It's useful to have such a statement to tell businesses who may wish such a list for their gain that we're not allowed to hand out such information.

MOTION

- Helen Barton **MOTIONED** that we accept MURA's privacy statement as presented in the agenda and repeated below.
- Joan Parker **SECONDED** the motion
- **CARRIED** unanimously

MURA's Privacy Statement

The McMaster University Retirees Association (MURA) collects and retains personal information about its members, and about surviving spouse/partners of

former members.

The information includes:

Employee ID number

Name

Salutation

Postal address

Email address

Retirement date

Last department

Employee group; and

At the time of death, next of kin, relationship and address

The information will be kept in a confidential and private manner, secure from unauthorized access, disclosure or misuse.

The information will be used exclusively for MURA business, for purposes associated with communication and the representation of retiree interests. It will be used for the administrative, financial and statistical purposes of the Association including, but not limited to, maintaining records; membership; elections; annual general meetings; communication with members; and provision of retiree services.

Thank you to Michele Leroux and Helen Barton for formulating MURA's Privacy statement.

We will put the statement on MURA's web page.

b) Confirmation of Nominating Committee membership. (Mildred McLaren)

Representing Council: Kathy Overholt
Geoff Evans

Representing Membership: Shirley Lucken (Personnel)
Sheila Pepper (Library)

Chair: Mrs. Mildred McLaren

In accordance with section 8 of MURA's constitution:

MOTION

- Roman March **MOTIONED** approval of the Nominating Committee as listed above
- Pam Penny **SECONDED** the motion
- **CARRIED** Unanimously

First meeting of this committee will be Feb 5, 2007. They would like input (EG: people to be nominated) by Feb 1.

The secretary will send out letters to each of the above

confirming their appointment to the 2007 Nominating Committee.

c) Recommendation on how/when to advertise CARP (Pam Penny)

MURA's existing CARP members, do not get the discount. It's only for new members offered as a one time discount for either a 1 year membership at \$15.95 or a 3 year membership at \$39.95, an approximate 20% discount. After that all members are treated as equals in terms of pricing.

Recommendation: Inform MURA members of the discount for new CARP membership once a year by putting a notice in MURA's January newsletter and add the information to MURA's web site. We can also have CARP flyers available at the AGM

d) Policy regarding flyers in MURA news (in particular as it relates to trips announcements) (Joan Parker)

- see section 7

e) Recommendation for a software upgrade for our MURA NEWS editor (Joan Parker)

- see section 7

f) May 30/07 AGM - Is Convocation Hall Available? (Joan Morris)

Convocation hall is confirmed for our May 30, 2007 AGM

g) Tracking Honorary Members; Making Stuart Winn an Honorary Member

Pam Penny (Membership) is now tracking honorary members. At this time, we know of only two Honorary members: Jack Evans and Averil Thompson. We did give a certificate of appreciation to Dorothy Matheson some years ago.

MOTION

- Mildred McLaren **MOTIONED** that Stuart Winn be appointed an Honorary Member, and to be presented with an Honorary membership certificate at our next AGM meeting, May 30, 2007 since Stuart Winn played a major role in founding MURA .
- John McCutcheon **SECONDED** the motion
- Carried unanimously.

4. Correspondence

a) Guelph Retirees Association, re Pension Adjustments: Received e-mail from John Benson, U. Guelph, requesting information on "inflation adjustments" to our pensions. Brian referred the request to Les Robb

who responded with the McMaster situation. We have since received information on the University of Toronto pension adjustment situation, as it applies to retired faculty. This is a sharing of information amongst universities.

b) Brian read a Thank You note from Averil re her Honorary Membership presentation at the Christmas Lunch.

c) Received a Tour Packaging Offer from Betknobs Holdings, Jamaica! Referred to Pam and is being set aside.

d) Received a McMaster Bequests enquiry re next MURA News - referred to Joan Parker

5. President's Report

a) Brian welcomed us to 2007, MURA's 22nd. Year.

b) His hope for this year is to continue to expand our services to members, and also to be faithful to our "watching brief" on developments within McMaster administration with potential impact on current, and future, retirees. Although what we can do is limited, we need to continue to search for appropriate ways to react to University fiscal policies and express any frustrations felt by our membership.

c) Our relationship with the university has much improved over the last eight or so years especially with the University's formation of the "Retirees Support Department" and Michele Leroux (or her representative) attending MURA meetings!

6. Treasurer's Report

a) Beth Csordas circulated a spreadsheet with the approved budget for the current year as well as the actual Year to Date amounts.

b) Beth also circulated a form to list all anticipated expenses for the next fiscal year to be filled in by all committees chairs, officers and liaisons. Please return the filled in forms by February 14 (our next council meeting).

Please contact Beth (905 681 207 csordase@mcmaster.ca) if you have questions.

7. "In-depth" Committee Reports

a) Newsletter Committee (Joan Parker)

Joan Parker circulated a Proposed Policy for MURA News along with the current MURAnews Guidelines for Handling Requests for the Publication of

NON-MURA Items. After some discussion, council suggested that the MURAnews committee "tweak" the two documents presented showing how item 4 of the Proposed Policy (general statements) relates to the Guidelines (specifics) and integrate the accountability statement of MURAnews' editor. Also there was a suggestion that instead of stating specific charges (EG: \$150/page) use a more general statement (EG: "at current rates"). Joan will integrate the two documents and present a final copy at February's Council meeting.

The Software and hardware needs are still under investigation. We need to run some test print jobs through printing to be done by the end of January. We also hope the printing of the January newsletter gives us better insight as to what is needed.

MURAnews goes to printing the week of January 15. Stuffing envelopes will be no later than January 25.

8. Questions and Input

a) For the Nominating Committee - see section 3 b)

b) For the Website Committee

- opening PDF files continues to be a problem for some
- some find the page "old fashioned" looking
- should we redesign the look? the way we handle the "boiler plate" content? The way we handle the dynamic content?
- Can UTS (McMaster's University Technology Services) offer us improved storage and access as well as advice/service for updating and designing? At what cost?
- Can a commercial web host supply us with improved storage and access as well as advice/service for updating and designing? At what cost?
- Currently the format of some items depend on size used to view text.
- Brian has done some reorganization of the news pages already putting recent events nearer the top

Marianne Van der Wel will assist the web site committee as an advisor to help answer these questions.

9. Information Reports from Committees (as required)

a) **Cards** (Joan Morris): Informed of only one passing since mid December...Dr. A.B. Kristofferson, Psychology

b) **Constitution & By-Laws** (Helen Barton): no report

c) **Membership** (Pam Penny): Information about new retirees has been slow over Xmas. Currently membership is 1724

d) **MURA News** (Joan Parker): See section 7

e) **Nominating** (Mildred McLaren): See section 3 b)

f) **Pension & Benefits** (Geoffrey Evans/Roman March): Committee will meet in February and will invite Les Robb to come to a pension & benefits committee meeting to talk to us about the retirees' pension "indexing" formula. They are in touch with the university but, considering the University's finances, are doing so discretely.

g) **Special Events** (Margaret Jenkins): Working on a suggestion ... See MURAnews

h) **Trips** (Joan Parker): See list written/e-mailed by Anne Sinclair and circulated by Joan

I) **Xmas Lunch** (John McCutcheon) - no report

j) **Web-Site** (Brian Ives): - see section 8 b)

10. Information Reports from Liaisons (*as required*)

a) **University Board of Governors** (Mildred McLaren): - No report. Next meeting for the Board of Governors is in the Spring

b) **College & University Retirees Association of Canada (CURAC)** (Brian Ives):

- Either Brian Ives or Helen Barton will go to the Annual Meeting in Windsor.

- CURAC has issued their first newsletter, on line. It is 18 pages, 9 of which have to do with "What Ails Health Care for University/College Retirees - What is the Prescription?" (Op-Ed Pages)

The web site for accessing this newsletter is:

http://www.curac.ca/winter1_06.pdf

c) **MUFA** (Brian Ives): - no report

d) **CAW (MUSA)** (Helen Barton/Kathy Overholt):

Matt Root (President of McMaster Local) and Rosemary Viola (Vice-President of McMaster Local), now officially elected, will meet with Kathy and Helen for lunch on January 26.

e) **Hourly Staff Liaison** (Rod Phillips): - no report

11. Other Business - none

12. Next Meeting

Wednesday February 14, 2006 at 1:30PM in Student Centre Room 224 ◀◀◀(Note room!)

13. Adjournment

Roman March **motioned** the meeting adjourned at 3:20PM . Carried!