



McMaster University Retirees Association

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Marianne van der Wel, Secretary

**MINUTES for COUNCIL MEETING
of McMaster University Retirees Association -
Wednesday November 8, 2006 at Student Centre Room 220**

Present: Helen Barton, Geoff Evans, Brian Ives (chair), John McCutcheon, Mildred McLaren, Veronica Morrison, Kathy Overholt, Pam Penny, Rod Phillips, Anne Sinclair and Marianne Van der Wel

Regrets: Cliff Andrews, Beth Csordas, Michele Leroux

1. Welcome & Regrets

Introductions: Marianne met Margaret Jenkins and Joan Morris.

Michelle Leroux and Beth Csordas sent regrets.

2. Minutes of Previous Meeting

Approval October 11, 2006 Council Meeting Minutes

MOTION

- Joan Parker motioned to accept the October minutes as circulated (fixing two typos... honorary ⇒ honorary & Parer ⇒ Parker.)
- Geoff Evans seconded the motion.
- Carried Unanimously.

3. Business Arising

a) Honorary Membership/ Presentation at Xmas Lunch - Update

Brian read Averil's letter stating she was "blown away" by the unexpected honour. She and Ian will attend the Christmas Lunch with pleasure.

Though the original intent of honorary membership was to make provisions for non-McMaster retirees to participate in MURA that situation is now addressed by "Associate" membership (see section 3:03 of MURA's constitution). Honorary membership, though currently not a financial gain since membership dues are not collected (that could change in the future), it is primarily recognition of service beyond the ordinary (see section 3.04 of the constitution).

b) Voluntary Contributions Campaign for Retirees Association members - Executive Report

We discussed the recommendation from Executive, circulated by e-mail prior to the meeting. The executive recommendation stated:

"To set up an endowment to provide ongoing funding of the awards we currently provide to students in gerontology. As the endowment fund grows, we could expand our awards program."

Advantages:

- We could issue tax receipts through the university for funds raised for this specific purpose .*
- We could work closely with the university in the fundraising campaign and they could provide advice and assistance.*
- The endowment could be managed through the appropriate university offices.*
- Currently we allocate \$1250 per annum from our general revenue in order to fund the awards in gerontology. This amount would be freed up to be used on general administration.*

The minimum endowment fund required (at 5% interest) is \$25,000. This amount could be reached, for example, with a \$50 donation from 500 retirees.

NOTE that we cannot give tax receipts for contributions made directly to MURA for general revenue."

Initially, we may choose to fund the awards program out of surplus funds to give the endowment fund a chance to grow as it may take a couple of years to reach the required amount (\$25,000 approx).

Our fundraising project may conflict with university fundraising projects (EG: Alvin lee's letter to retirees to contribute to McMaster) or may not as some retirees may be comfortable giving to a specific MURA award but not to a general McMaster fund. Hence, the executive needs to discuss any potential conflict with the university.

In future, to give the MURA community feedback describing how such a fund is being used, we may want to publish profile reports.

MOTION

- John McCutcheon motioned to accept the executive's statement IN PRINCIPLE and give the executive approval to seek out and negotiate with the university the feasibility of establishing such a fund.
- Joan Morris seconded the motion.
- Carried unanimously.

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

The Executive has modified Michelle Leroux's (Human Resources) form for new retirees to sign regarding the privacy of their data. Helen Barton has developed a MURA privacy statement based on the information in this form and will circulate it to council for approval at the December 2006 meeting.

d) Liability statement (Helen Barton)

MURA consulted with the university's RISK MANAGEMENT SERVICES, in 2000-2002, to clarify general liability insurance. Below is the latest statement which shows we are covered under the university's umbrella and this arrangement supercedes any earlier situations.

RISK MANAGEMENT SERVICES

FROM: RON ANGUS, ASSISTANT DIRECTOR, RISK MANAGEMENT

TO: FRANK DRIEMAN, MCMASTER UNIVERSITY RETIREES ASSOCIATION

SUBJECT: GENERAL LIABILITY INSURANCE

DATE: APRIL 4, 2002

I have checked with McMaster's insurer regarding the extension of the University's liability coverage to MURA. The insurer has advised that all clubs and associations sanctioned by the University are included under existing coverage. This liability coverage insures against costs and damages for claims made because of errors or omissions in the rendering or failure to render duties of office, or because of a wrongful act, provided the error, omission, or wrongful act is not illegal or the result of dishonesty or willful neglect.

Since MURA is a recognized association endorsed by McMaster University, this memo is confirmation that this liability insurance is in place for the officers of MURA and for the organizers of MURA activities.

If there is ever need to confirm that coverage, a certificate of insurance can be generated by the insurer on request. Please contact me if the need arises and this office will assist in obtaining the necessary information.

e) New Council Contact Info Lists sent to McMaster's President's office since some people didn't get an invitation to new retirees reception (Marianne) - done

4. Correspondence

a) Notice of Book Launch in Gerontological Studies, November 9th

-Announced on MURA website

b) CURAC Conference and AGM

- CURAC Conference will be at the University of Windsor, May 24-26, 2007. All can attend. We need to schedule our AGM meeting to avoid May 24-26!

c) Xmas lunch (Brian)

Invitations have gone out to:

- President George & Rev Allison Barrett - only Allison will attend

- Chancellor & Mrs. Hawkrigg
- Honorary President, Art Bourns - ACCEPTED
- Ian Hambleton, President MUFA
- Matthew Root, President CAW 555
- Gwen Makkai, President, United Steelworkers
- Ted Mansell, Secretary-Treasurer, SEIU Local 2
- Greg Hoath, Business Manager, International Union of Operating Engineers
- Amy Helsdon, winner Gerontology Scholarship (full time students)
- "To be announced", winner Gerontology Prize (Part time students)
- Averil and Ian Thompson - ACCEPTED
- Stuart Wynn - DECLINED (but wants to attend the 2007 AGM!)....

Suggestion: Consider Stuart for Honorary membership to be presented at AGM; Present a Brief History of MURA

Stuart's Letter (see last minutes) to be put in MURA News for January

Brian will let the Xmas Lunch Committee know who accepts our invitation as our lunch is Dec 7 before our next Council meeting

d) Proposal from CARP for another membership "drive"

- Circulated brochure
- Brian indicated to CARP the earliest would be to include their brochure in the Jan. 2007 MURA News if there was no extra postage.
- Forwarded CARP correspondence to Membership Committee, Nov 7, to consider when and what would be appropriate so they can make a recommendation to council in December.

e) Upton Dinner

- Margaret e-mailed announcement regarding the Upton Dinner on November 20 to the MURA members E-list with approximately 500 people on this list (for instructions on using this e-list see end of minutes).
- The response was excellent! Before the e-announcement 23 people had signed up. After the e-announcement that number went to 46!
- Margaret will get a gift for the speaker

f) Convocation Dinner

- As MURA president, Brian has accepted an invitation to attend the Convocation dinner Nov 9

g) Ray Johnson Memorial Service- Saturday Nov 18

- Announcement of this to be put on MURA Web site and sent to MURA's

E-List (see instructions on how to use at end of minutes) This item led to the following discussion.

h) Announcements

- Announcements in MURA News (and hence MURA's Web Page and MURA's E-list) are not to be political nor business in nature.

- After some discussion, council agreed that the executive can use its discretion as to what announcements will be put on our web page and sent to the MURA e-list, without prior council approval.

5. President's Report

"Santa Helpers" - MURA now owns 18 santa helper hats to be worn by Council at the Christmas lunch (Dec 7) and for the Holiday Photo at the MURA office, 1:10PM December 13.

6. Treasurer's Report

- See attached report. Note that "Donations" are deferred dues!

7. "In-depth" Committee Reports

a) Trips Committee (Joan Parker)

- Anne Sinclair mentioned that the January 2007 trip had a poor response (17) to date and may need to be cancelled. She requested a "flyer" format for her trip announcements in MURA News. We also discussed using the MURA Web Page and MURA E-list (see end of minutes for instructions).

- Joan Parker will come up with a policy regarding flyers in MURA News which can have a maximum of 10 pages before postage goes up.

b) Membership Committee (Pam Penny) - no in depth report at this time...everything with the data base is going well! We have 1723 members total, up by two. We welcome suggestions for other services we can investigate to offer MURA members EG: CARP flyer/reduced membership fee...

c) Comments/Questions for Pension & Benefits Committee

- No questions for the committee

- Geoff Evans reported that he was assured by Michele Leroux that current university pension/benefit negotiations do NOT affect current retirees.. He also reported that the committee is communicating, discretely, with existing university committees who are negotiating pensions/benefits. TGM (The Management Group) is a separate committee and is just starting up. There isn't a lot of room for MURA to negotiate except possibly the current indexing formula.

8. Information Reports from Committees (as required)

a) Cards (Joan Morris):

- sent 3 condolence cards this month...currently cards are sent only to the surviving spouse. When that spouse also passes, no card is sent to the next of kin
- McMaster does not currently supply us with next of kin information when the McMaster retiree and his/her spouse are deceased.
- Pam Penny will check if the surviving spouse is taken off the mailing list data base upon his/her passing.

b) Constitution & By-Laws (Helen Barton): No Report

c) Membership (Pam Penny): See 7b)

d) MURA News (Joan Parker): Veronica, Joan Parker, Roman and Marianne will meet Nov 27 to research upgrading the software and/or PC to improve the production of the MURA News and will report the outcome at December's meeting and seek approval then for an extra budget item.

e) Nominating (Mildred McLaren):

MURA VICE PRESIDENT position is open. Please submit suggestions to Mildred!

f) Pension & Benefits (Geoffrey Evans/Roman March): See 7 c)

g) Special Events (Margaret Jenkins):

- Upton Dinner - Nov 20
- Would like ideas for future special events!

h) Trips (Joan Parker): Also See 7a)

- No Phantom of Opera planned as block of tickets required PRE-payment two months in advance!
- 2007 Bermuda cruise accommodation upgraded to staterooms with balconies at no extra cost because the cruise line was sold and another ship is being substituted.
- Stratford trip was great!
- Dec 5 trip touring Xmas lights almost full

i) Xmas Lunch (John McCutcheon)

- Hoping to get 95-100 people
- Met with owners of Schwaben Inn and mapped out the set up including sound system
- Presents/Prizes have been bought
- Ken Williams will be Santa and Pam Penny will be Mrs. Claus
- 150 small box with 2 chocolates have been ordered from the University President's office, one for each attendee, instead of prizes
- Name Tags have been taken care of
- Brian will collect guest dinner bills that MURA pays...any amount over the \$300 Xmas Committee budget will come out of general funds.

- We will seat dignitaries at one table
- All of Council volunteered to help. The Xmas Lunch Committee will let us know what each of us are to do and when we are to arrive.

j) Web-Site (Brian Ives):

Please send announcements of MURA activities (such as trips, special events) to Brian to be posted on MURA's web page.

9. Information Reports from Liaisons (as required)

a) University Board of Governors (Mildred McLaren):

- Annual Financial Report given to Brian...it includes CAW Pension Plan and management group remuneration

b) College & University Retirees Association of Canada (CURAC) (Brian Ives): No Report

c) MUFA (Brian Ives): No Report except Brian was unable to attend the MUFA dinner for retired faculty

d) CAW (MUSA) (Helen Barton/Kathy Overholt): Made Preliminary contact with CAW council to meet the new president (Matt)

e) Hourly Staff Liaison (Rod Phillips): - No Report

10. Other Business - None

11. Next Meeting

Wednesday December 13, 2006 at 1:30PM in Student Centre Room 220

Remember to meet 20 minutes beforehand at 1:10PM at the MURA office for our annual PHOTO shoot.

12. Adjournment

Geoff Evans motioned to adjourn at 3:20PM. Carried!

INSTRUCTIONS FOR SENDING E-MAIL to all MURA Members with a known E-mail Address

Send the e-mail message to: muramembs-l@mcmaster.ca Once Brian approves, he will send it on to the MURA E-list

INSTRUCTIONS FOR PUTTING A NOTICE ON MURA WEB PAGE

Send notice to Brian Ives at: ives@mcmaster.ca