

**MINUTES for COUNCIL MEETING  
of McMaster University Retirees Association -  
Wednesday June 13, 2007, 1:30PM at Student Centre Room 220**

**Present:** Helen Barton (chair), Jeff Chuchman, Beth Csordas, Helen Dietsche, Geoff Evans, Margaret Jenkins, John McCutcheon, Veronica Morrison, Kathy Overholt, Joan Parker, Pam Penny, Rod Phillips, Anne Sinclair and Marianne Van der Wel

**Regrets:** Cliff Andrews, Brian Ives, Roman March, Joan Morris

**1. Welcome & Regrets**

- We welcomed Helen Dietsche our newest council member, who had retired from University Technical Services (UTS), formerly known as CIS (Computing and Information Services), IPACS (Information Processing and Academic Computing Services) and IPS (Information Processing Services). We each introduced ourselves and each gave a bit of our personal campus history.

- Former council member, Brian White, passed May 25. His widow, Bonnie White was also a council member. While individual council members are encouraged to organize whatever memorial they wish, council's past procedure indicates we send a card acknowledging the contributions Brian White made to council. Helen B. will ensure that was done in the card already sent by Joan Morris. If not, another will be sent.

**2. Minutes of Previous Meetings**

Approval of May 9, 2007 Council Meeting Minutes:

**MOTION:**

- Geoff Evans **motioned** that the May 9, 2007 minutes be accepted as circulated
- John McCutcheon **seconded** the motion
- **Carried** unanimously

Provisional Approval of May 30, 2007 Council Meeting Minutes:

The opening line of the preamble was changed slightly from "There were 115 people present." to "There were 115 people present for the luncheon and presentation. Approximately 90-95 people stayed for the meeting."

**MOTION:**

- Joan Parker **motioned** that the May 30, 2007 AGM minutes be accepted making the change just indicated to the preamble and subject to the

- approval of Cliff Andrews, particularly his report on hourly pensions.
- Geoff Evans **seconded** the motion
  - **Carried** unanimously

### 3. Review of AGM

#### - **Physical Arrangements:**

TABLES: We needed a 2-3 more round tables/seating for people to eat lunch

FOOD/BEVERAGE: Overall excellent but we did run out of fruit and "vegies" and some would have preferred more sandwiches as opposed to wraps. Ran out of coffee just before the presentation and more was made but people may not have been aware as the presentation had started. Lots of other refreshments.

#### SET UP:

- ① LCD projector is included in order, no need for Council members to bring. A/V student technician on duty 11:30 -12:30;
- ② Catering people were wonderful and helped set up the front when custodial hadn't yet come.
- ③ Suggest we order a wheelchair as part of the order next year as this year we borrowed one from the hospital.
- ④ Signs at the front/inside of University Hall directing people to Convocation Hall were a good help.
- ⑤ Sometimes people at the back couldn't hear as speakers didn't always use the mike properly.

#### - **Program:**

- Generally EXCELLENT but suggest not making the timing so tight in the agenda

#### - **Handout Package:** fine

#### - **PR efforts** (2nd mailing; e-mail; free parking, transportation assistance);

- a great success that appeared instrumental in the good turn out.

#### - **Parking:** Much improved this year but there was some confusion as to where we should park and who should park in front of University Hall. Originally, the loop in front of University Hall was for people needing mobility assistance but at one point parking directed anyone going to the AGM to this loop. We need to clarify this for next year. Also Helen B. suggested making a map to specific parking area(s) be included in next year's invitation. This suggestion has been well received by Parking.

#### - **Braley Centre Tour:** Excellent though pricing to MURA members to use the Braley Centre is not 100% clear. MURA members who retired before 1999 do not pay the basic athletic membership fee but this does not include the fee for the Braley Centre

#### - **Thanks:** Helen Barton e-mailed "Thank You" messages to Parking, the Presentation group and the Braley Centre people and has already

received replies:

- ① from Parking asking us to remind them to make similar arrangements next year;
- ② from Kim Palango of the Rehab Clinic who would like to meet to discuss opportunities to go over services that could be better targeted to the senior population and their specific needs within our community stating "We are always looking at providing quality care and with the growth of the clinic, it could prove mutually beneficial".
- ③ from Debbie Marinoff-Shupe, Manager of Recreation Services suggesting that she would like to work with MURA on a fitness program for seniors.

Please add Jeff Chuchman to the list of correspondents for any such development of an athletic/recreation program for retirees.

- **Correspondence of Thanks:** Helen Barton shared notes of thanks regarding the AGM received from Ruth Murphy, Mo Thomas and Lois Tupper.

- Helen B will thank Judy Hughes for helping Lois Tupper.

#### 4.0 Business Arising

a) Report on scholarship endowment and fund raising campaign (Beth Csordas/Helen Barton):

- The **signed agreement** which incorporates the changes discussed at the May 9, 2007 meeting is on our "virtual office" web site at:

<http://mura.mcmaster.ca/justcouncil/reports/executive/mura%20gift%20agreement.pdf>

- Helen Barton and Beth Csordas **met** with Leah Hoover and Sarah Buffet, the University Organizers for our endowment fund, on June 12, 2007, to go over the basic fund raising plan:

- The **Campaign Plan** is for four years to start this year (2007) and finish in 2011. We will make a brief announcement in the June newsletter. Starting in the fall of 2007, we will do the following in each of the four years:

- a mailing in late September
- a Phone campaign to follow in October to finish by November
- a second mailing the following spring (but no phone campaign)

Each portion of the campaign will use a slightly different slant/pitch. The one for the fall 2007 will be the big kick off.

- The **campaign letters**, to be signed by Helen Barton and Alvin Lee, will replace the letter formerly sent to retirees from Alvin Lee asking for general donations to McMaster.

- the **fund** shall be called the "MURA SCHOLARSHIP FUND". The year 2010/2011 was picked as the last year of the campaign as 2010 will be

MURA's 25<sup>th</sup> Anniversary. We will write our campaign letters around the theme of 25 in keeping with this anniversary.

- **Letter/Phone Campaign Cost:** The university will cover all costs such as mailing (including donor cards) and if need be, paying people to make phone calls. They will draft the campaign letters for council's approval and make any changes we request. Council agreed that we will find approximately 10 volunteers from MURA to make an initial round of phone calls one evening in October; this is a good opportunity for MURA members to "own" the campaign and become more involved. Students paid by the university will work after that initial evening to reach all possible "phoneable" retirees.

- **Win-Win:** The university is happy to have this new focus to reach McMaster retirees and fully supports us. For us, it is an opportunity to raise the scholarship and award above their current amounts and to build in sustainability, two features that we currently do not have.

- **Council Financial Participation:** Please let Helen Barton know right away if you, as a council member, will support the fund by making a financial donation. A minimum of \$25 was suggested by the fund raising planners, but a donation in any amount will be appreciated and will allow up to say "all council members" support the fund, in our campaign literature.

b) Meeting with P. George and Mark Haley regarding Pension/Benefits changes for "Affiliates"  
- (Brian Ives/Helen Barton)

Brian Ives and Helen Barton met with Peter George and Mark Haley. As requested at this meeting, we now have a letter of response from the University; copies were given to Geoff Evans and Roman March (Pension & Benefits Committee Co-Chairs). The affiliate groups were not given an option for new employees to be in pension plan. The reasons given were:

- University needs to reduce costs. Though the affiliates paid an "employer" share it was still deemed costly to University to administer (eg payroll costs, dealing with cases, writing special correspondence. The bottom line is: new hires are not eligible for University Pension plan.
- The letter seems to say that new hires won't have post retirement benefits either.
- It is not clear from the letter what is happening with regard to benefits for existing employees.

The Pension & Benefits committee will decide if further questioning is needed or what action to take.

c) May 18<sup>th</sup> Celebration Dinner for Chancellor (Brian Ives) - Brian went to this dinner

d) June 5<sup>th</sup> Convocation Dinner (Helen Barton) - Joan Parker and Helen Barton went to this dinner to represent MURA.

## e) Rescheduling of Annual Luncheon at President's House (Helen Barton)

Proposed date for "MURA SCHOLARSHIP FUND Kick Off" luncheon with Peter George and University Fund Raisers is October 10 (normal date for MURA Council meeting). If October 10 doesn't work, alternative dates are October 11, 16 or 17. Proposed time for the luncheon is 12:30PM.

If we can meet on October 10, we will find out if we can meet at the Board room in the President's House so that we can save time to start our council meeting which will follow immediately after the luncheon. If the luncheon is on a different date, council will still meet on October 10.

For this luncheon, besides the current MURA Council, we will want to also include Council members from past few years, plus available past presidents, honorary presidents (Art Bourns), and Alvin Lee.

## 5. Correspondence

Helen Barton read a thank you note from Mildred McLaren regarding the flowers and kind words presented to her at the AGM.

## 6. President's Report

- Helen Barton thanked all of Council for being willing to carry on
- Helen B. has been getting organized with regard to mail, keys, banking and the MURA welcome letter given out by Human Resources when someone retires.
- Items for the coming year:
  - ① MURA SCHOLARSHIP FUND fundraising initiative,
  - ② Administrative items such as setting a three year budget and renew funding agreement with supporting groups - MUFA, CAW, University (President's Office) and to try to add some union (hourly) funding support.
  - ③ Continue to work on key Pension & Benefit issues like inflation formula
  - ④ Continue to strengthen the connection and communication with individual MURA members as well as increase the opportunity for members to volunteer for MURA, the university and the community at large.

## 7. Treasurer's Report

### MOTION:

- Beth Csordas **motioned** that Mildred McLaren be removed from our Credit Union account and that Helen Barton be added in Mildred's place. That will leave Brian Ives, Beth Csordas and Helen Barton as signing officers for which any two of the three can sign.
- Geoff Evans **seconded** the motion
- **Carried** unanimously

## 8 The Coming Year 2007-2008

① The current portfolios document is posted on our "virtual office" web site at:

[http://mura.mcmaster.ca/justcouncil/reports/executive/portfolio\\_summary.w.pdf](http://mura.mcmaster.ca/justcouncil/reports/executive/portfolio_summary.w.pdf)

We will firm up committees and portfolios over the summer. If you would like a change, please let Helen know. Helen Dietche will think about what she would like to do.

We need a new person to chair the constitution committee. Joan Morris may be a good candidate. As past president, Brian Ives will chair the nominating committee.

② We also need to review and if need be, assign new council members to act as liaisons for CURAC (Suggestions: Helen Barton?, Roman March?,) Board of Governors (Suggestion: Brian Ives) , MUFA (Suggestions: Geoff Evans, Roman March or Brian Ives), CAW (Suggestion: Kathy Overholt)

③ We want to find an "apprentice" to join Cliff Andrews to observe on the hourly pension committee. Hopefully we can find such a person to be approved by council in September 2007 and start then.

④ Instead of pre-planned reporting schedule for the coming year, we will ask committee chairs to let Helen Barton know when they need more time to give a detailed report. Helen will then schedule such presentations at the council meeting(s) according to priority and time available.

⑤ We will work to improve communication amongst council members and not hold information back intentionally..

⑥ IDEAS to consider:

- electronic bulletin board to provide two way communication between our members and council. We would need to find someone to monitor such a board.
- add retiree profiles in MURAnews;
- set up "drop in" events for MURA members on campus (or elsewhere);
- Develop a "volunteer bureau" or put together and advertise some volunteer opportunities either on our own or in conjunction with the University (Peter George's exec).
- Meeting time/day: We will continue to meet the second Wednesday of each month from September to June but will change the time to

2:00 - 4:00PM. We will book the room from 1:30PM to 4:30PM to allow more time for setup and socializing.

## **9. Information Reports from Committees (as required)**

### **a) Cards (Joan Morris):**

Five sympathy cards were sent to the families of V. Giannotti, C. Dunnett, B. White, T. Jakowski, B. Sayer (spellings corrected; couldn't find source email for Jakowski. Leave as is. Think it's right.)

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

**c) Membership (Pam Penny):** Not getting needed information from Human Resources; Some address changes that have come through from Human Resources are suspect as three totally different families all have the same phone number listed.

### **d) MURA News (Joan Parker):**

- The June newsletter will be printed June 18-23, 2007.

- Articles that need to be submitted are: AGM Program (Helen Barton); Membership Numbers (see today's agenda); AGM pension reports (Les Robb and Cliff Andrews); CURAC AGM report (Brian Ives); MURA SCHOLARSHIP FUND announcement (Helen Barton); Trips Report (Anne Sinclair); Special Events (Margaret Jenkins); New Retirees from April-June 15, 2007 (Pam Penny/Jeff Chuchman).

- Helen Barton obtained quotes from several commercial printers and their prices are high. Hence we will use McMaster's print shop whose prices are much lower. Helen B. spoke with Stephen Goertz, our contact at McMaster's print shop, and he ensures us that a PDF file with at least 600DPI resolution will be printed at 600DPI. Marianne's test jobs from last spring contradict this. However, we will continue to work with McMaster's print shop, especially over the summer when they are not as busy, to get the best print quality possible.

### **e) Nominating (Mildred McLaren): - - no report**

### **f) Pension & Benefits (Geoffrey Evans/Roman March): - no report**

### **g) Special Events (Margaret Jenkins):**

- Dr. Ellen Ryan is scheduled to speak in the fall.

- Margaret will book a special "Cooking Event" for the Fall at the Hamilton Spectator for \$53 for a maximum of 23 people. Thus includes wine tasting, meal and a cooking expert.

- The planetarium is undergoing renovations and won't be open til next

spring.

**h) Trips (Joan Parker):** Anne Sinclair reported:

- The talk about the Queen Mary II will be August 7, 2007 at 6:30PM at the Copp Miller Estates. Wine, cheese and fruit will be on hand.
- Eight cabins for the April 2008 Queen Mary II trip have already been booked. One coach to take the "trip goers" to Newark to meet the Queen Mary II has also been booked.
  
- The Xmas trip will be December 4 for \$120.00 per person. This includes: Lunch at the Town & Country; Irvin Berlin's "White Xmas" at the Hummingbird Centre and transportation.

**i) Xmas Lunch (John McCutcheon) -**

Council recommended that we book Thursday Dec 6, 2007 for our annual Xmas luncheon at the Schwaben Inn.

**j) Web-Site (Brian Ives):** - no report

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

**a) University Board of Governors (Mildred McLaren):**

The Board of Governors meets Thu June 14, 2007. Mildred will attend and send us a written report.

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

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

**d) CAW (MUSA) (Helen Barton/Kathy Overholt):** - no report

**e) Hourly Staff Liaison (Rod Phillips) -**

We estimated 6-10 people from the hourly ranks attended at least the luncheon and presentation portion of the AGM.

**11. Other Business - none**

**12. Next Meeting**

Wednesday Sept 12 , 2007 at 2:00 PM. Place To Be Announced (TBA)

**13. Adjournment**

John McCutcheon motioned to adjourn at 3:40PM. Carried