**12/12/24 Exec Com Agenda**

**Updates:**

* The reduction of google storage; Starting January 6, we’ll be setting a temporary limit of 150 GB per person on Google Drive storage to help manage space while we work on a long-term plan. Emailed to ERFSA listserv on Nov. 24, 2024
* Training sessions for employees and volunteers*—not required for ES retirees-inquiry from retiree—*inquiry from ES retiree
* Enterprise contact—available to ES retirees with a Humboldt-ERFSA ID—see attached. Will be posted under ERFSA polices on the website
* Michael A. Pitts, Publications Specialist, Office of Records & Registration—updated ES in catalog, November 21, 2024
* Marshelle meeting on Dec. 16th with Angie Petroske, Executive Assistant to the Vice President & Foundation Board Coordinator University Advancement—complied and email documents/changes to the ERFSA Website on December 8, 2024.
* Dinner with Lisa E. Feldman**,** Assistant United States Attorneyon March 12/13.
* Sei Hee Hwang, Director of Programs and Partnerships at College of Extended Education & Global Engagement (CEEGE) meeting to discuss joint programs on January 9th---2pm*.*

**Program Chair**: Susan

Debriefing Jacqueline Dandeneau, Executive/Artistic Director-Playhouse Arts

Discussion of potential Spring 2025 luncheon presenters

* February 13: Connie Stewart, Executive Director, CPH Foundation Initiatives
* March 13: Lisa Feldman (to be confirmed), Assistant U.S. Attorney of the Cyber and Intellectual Property Section (Interim President Spagna’s wife)
* April 10: Sarah Lasley, Assistant Professor, Film & Small Grant winner, ‘24
* May 8 Maxwell Schnurer, Chair, Communication Dept, Steven Ladwig/Mark Taylor, Project Rebound

Discussion: A unanimous decision was made to stop filming presentations [Nov 2024]. If the presenters provide PowerPoints, they can be sent to the ERFSA listserv.

**Membership Chair:** Jeff

Members as of 12/12: 44 members

Contacting 2024 members who have not joined—emailed on Nov. 21st

*Ongoing Discussions re: Confusion regarding ES and Humboldt-ERFSA membership*

*Confusion re CSU and Humboldt-ERFSA memberships*

**Treasurer’s Report:** Lou Ann

ERFSA Funds Cal Poly Humboldt: TV012 Account: **6,072.92** [December 3, 2024]

HAF & WRCF: **$55,169.98**

CSU-ERFSA quarterly: 176.40

**Fundraiser:** Marshelle

Amount raised: **$2,801**

Email Requests for donations:

* 1st notice sent to the ERFA listserv on Oct 13th
* 2nd notice sent on October 28th & with the ERFSA Luncheon announcements
* 3rd notices on Nov. 24th & with luncheon presentation announcements
* Thank you letters,—sent November 24th via email to donors as of Nov. 20th and December 15, 2024 for those sent by Dec. 9th,

**Communications Chair:** James

Press releases for Jacqueline Dandeneau, Executive/Artistic Director-Playhouse Arts: Dec. 3rd

**Emeritus Status : Marshelle**

Flyer for Feb 1st deadline to apply for ES was sent to the listserv. Will send the announcement again before the February 1st deadline

Nov. 30, emailed Lauren Lynch, OAA, regarding campus announcement & updating ES application on ERFSA website, which is updated Dec.3rd

12/9 Provost Communications—referenced ES Application Profess for Feb. 1st deadline,

*Discussion*: Date for ES and donors April reception?

**Academic Senate: Marshelle**

December 4th Senate Meeting

* Chair’s report regarding the reports on the spring Protests/Rouhollah Aghasaleh
* Complaints @ Jackson’s radio program—January a change in venue.

*Ongoing discussion*: Should we explain to members/others the confusion regarding University Senate and ERFSA role in ES.

**Small Grant Program: Marshelle**

ERFSA’s website grant program information [flyer] should be updated after the December 16th with Angie Petroske, Executive Assistant to the Vice President & Foundation Board Coordinator University Advancement

2025 Grant Applications will be due Thurs, March 27th & applications sent to the Exc Com on Friday, March 28th Select recipients on April 10th.

* Kumi Watanabe-Schock has volunteered to receive the Grant Applications & send them to the Exc Com for scoring.
* Letters to the recipients?
* Invitation will be sent to the grant recipients for the May Luncheon by OAA and the ES reception by ERFSA.

**Discussion Items*:* \*ERFSA Activities to keep, eliminate or change**

**President of Humboldt-ERFSA?**

**Luncheon Presentations—***majority of the time commitment for 2 of the Exc Com members, about ½ for a 3rd member—should they be continued ?*

***Program Chair***

* Arranging for 8 speakers

***Communication Chair***

* Press releases @ the speakers’ presentations
* Posting PowerPoints from speakers?

***Treasurer***

* Arranging with Baywood for room & dining services/paying for the room rental/meals for guests
* Keeping track of expenses to ensure there is enough $$ for activities

**Executive Committee Meetings**

***President***

Develop an agenda

Take meeting notes & post on the website

***Exc Com Members***

Attend the meetings

**ERFSA Listserv and Membership**

***Membership Chair***

Contacting APS/HR re retirements

Keeping listserv up to date with new members & those who passed away

Updating recruitment memos & emailing members to join

Special recruitment to targeted groups, such as ES awardees

***President***

Responding to members concerns & questions

Notifications of obituaries & other news articles, etc. of interest

**ERFSA Website**

*Should we keep the website?*

**Website upkeep**

* Keeping the various buckets updated: meeting notes, policies, ES & grant.recipients, etc
* *Ongoing discussion—are additional templates needed for your ERFSA responsibilities.*
* *Ongoing discussion: PowerPoints/video from former guest speakers added to the website*

**Emeritus Status**

*Should we continue to house ES on ERFSA website and be involved in the process?*

**Tasks:**

Updating flyer & ERFSA website

Working with AA regarding university notification

Serving on the ES Com

Arranging for E.S reception

Notifying ERFSA members of ES awardees

**Academic Senate**

*Should we continue to be involved?*

* Preparing for & attending bimonthly meeting
* Writing an occasional ERFSA report to include in the senate packet
* Notifying Exc Com & members of resolutions of interest

**Small Grant Program**

*Should we continue to have a grant program?*

**Tasks:**

Reviewing the flyer

Advertising the grant program

Selecting the grant recipients

Notifying the applicants

Emailing the grant proposal to HAF/making sure the checks are sent to the Grant recipients –Treasurer

Arranging with AA for a reception for the grants recipients & attending the event

**Fundraiser**

*If not the fundraiser, how should we raise money for the grant program?*

**Tasks:**

Developing a strategy

Emailing multiple fundraising requests

Contacting HAF re $ contributions

Sending thank you’s to donors

Inviting donors to a reception to honor them

**Other/New activities**

**Vacations**

Lou Ann: Nov 26th -end of Dec [surg/rehab]

James: Feb. 6-16, 2025 [trip to Oaxaca]

**Next ERFSA Exc Com Meeting**

January 9, 2025

**Change on correspondence**

HSU-ERFSA Coordinating Committee

Marshelle Thobaben, Emerita Professor, Nursing, President, and ERFSA Senate Representative to the University Senate

Jeffry Borgeld, Emeritus Professor, Oceanography, Membership Chair

Lou Ann Wieand, Emerita Professor, Psychology, Treasurer

Susan Dobie, Emerita Lecturer, Communications, Program Chair

James Floss, Emeritus Lecturer, Communications, Communications Chair

|  |
| --- |
| Kumi Watanabe-Schock, Emerita Library Media Coordinator, At-Large Member |

Mark Johnson, Liaison with the President’s Office, Interim Vice President & Executive Director, Foundation.