**Feb 13th, 2025, Exec Com Agenda**

**Exc Com Time Schedule 2025 Spring Semester**

* March 13, 2025: ERFSA Luncheon: Lisa E. Feldman, Assistant United States Attorney, Cyber and Intellectual Property Crimes Section, U.S. Department of Justice, United States Attorney’s Office.

March 13:  Dinner with Lisa E. Feldman, Assistant United States Attorney & President Michael E. Spagna *Campfire Restaurant, Arcata,* 5pm

* March 27th Grant applications deadline

March 28th  Kumi sends the grants to Exc Com by Friday

April 3rd Zoom Exc Com meeting to select grant recipients.

* April 10, 2025: ERFSA Luncheon: Sarah Lasley, Cal Poly Humboldt Art & Film Assistant Professor.
* April 30th Emeritus Status Awardees, Grant Donors, ERFSA members & Grant Awardees Reception at Septentrio Winery. President Michael E. Spagna will be attending. His Exc Council invited.
* May 8, 2025: ERFSA Luncheon: Maxwell Schnurer, Communication Department Chair and Transformative Restorative Education Center (TREC); Mark Taylor, MSW, Project Rebound; Steve Ladwig, TREC; Sidney Asfrzadeh, TREC.
* May ? OAA reception for Faculty Leaders/ERFSA Grant Recipients—Marshelle will check with OAA.

**Discussion Items**

* Executive Committee Meetings Agenda/meeting notes—Communication will take meeting notes.
* **Small Grant Program: *Change to Treasurer being overall responsible for the Small Grant Program***

Tasks include:

*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: every 2-3 years depending upon ERFSA’s finances at HAF:** Jeff will develop a fundraiser list for use in the future

**Updates:**

* Met on Jan. 9th with Sei Hee Hwang, Director of Programs and Partnerships at College of Extended Education & Global Engagement (CEEGE) and Annalisa Rush, OLLI Registrar and agreed to jointly advertise OLLI and ERFSA programs on our respective listservs and newsletters [OLLI]
* February 7, 2025” Email Lindsey Zito, Donor Relations Manager, Humboldt Area Foundation & Wild Rivers Community Foundation, on maternity leave until the Fall.
* February 7th: Angie: *Moved the 'Thank you letter template' from the General header to the Program header (I also copied the contents of this document onto the proper letterhead and updated the Executive Committee Members list at the bottom of the document to reflect the current group as shown at the bottom of the ERFSA*[*main webpage*](https://www.humboldt.edu/emeritus-and-retired-faculty)*); Uploaded the updated version of the ERFSA-Humboldt Letterhead to the Templates page under the General header*
* Jeff Borgold Acting ERFA President Feb. 19th-March 5th

**Program Chair**: Susan

* Program Chair templates added to the ERFSA website <https://www.humboldt.edu/emeritus-and-retired-faculty/executive-committee/templates>
* **Bylaw Change: Exc Com approved sending the Program Chair’s list of duties to the membership for approval.**

**Exc com Approved; Feb. 13, 2025**

***Jeff will send the change for approval by the membership***

**The Association Program Chair**

III. The Association Program Chair shall develop a speaker’s program for the association in

conjunction with the Executive Committee for presentations at regular monthly business

luncheons, introduce or arrange to have the speakers introduced at the meetings and/or send thank you letters on behalf of the Executive Committee members.

**Proposed Bylaws for Program Chair**

III. The Association Program Chair shall develop a program of presentations for the association in conjunction with the Executive Committee for the regular monthly business luncheons. The Association Program Chair has these additional responsibilities:

a. Creates a list of potential speakers as developed by the Executive Committee.

b. Contacts prospective speakers and coordinates selected dates.

c. Confirms presentation descriptions and contact information.

d. Designates introducers and thank you letters.

e. Finalizes and distributes Luncheon Series.

f. Reminds Presenter of expected format, equipment availability and possible further  contact by the Communications Chair regarding press releases.

**Spring 2025 luncheon presenters**

·         **March 13, 2025: Lisa E. Feldman**, Assistant United States Attorney, Cyber and Intellectual Property Crimes Section, U.S. Department of Justice, United States Attorney’s Office. **”Cyber and Intellectual Property Crimes”**. Marshelle introduces

·         **April 10, 2025**: **Sarah Lasley**, Cal Poly Humboldt Art & Film Assistant Professor. **“No-budget Independent Filmmaking for Change”**. Lou Ann introduces

·         **May 8, 2025:  Maxwell Schnurer**, Communication Department Chair and Transformative Restorative Education Center (TREC); **Mark Taylor**, MSW, Project Rebound; **Steve Ladwig**, TREC; **Sidney Asfrzadeh**, TREC. **“Cal Poly Humboldt BA at Pelican Bay State Prison”.** Kumi Watanabe-Schock introduces group.

**Membership Chair:** Jeff

Members **48-45 [depending upon the semester count]**

**Treasurer’s Report:** Lou Ann

ERFSA Funds Cal Poly Humboldt: TV012 Account: **$5,859.09**

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

*New Point Person: HAF & WRCF Donor Relations Coordinator, Risa Carmello. She can be reached at**Marisac@hafoundation.org**or (707) 324-3501.*

CSU-ERFSA quarterly: None this month

**Reception at Septentrio Winery—food choices and expense—new caterer—Lou Ann is meeting with Tynel regarding the new caterer.**

**Fundraiser:** Marshelle

**Feb. 7, 2025: Lindsey Zito, Donor Relations Manager** *I also wanted to let you know that as of 12:30 pm today, I will officially be on maternity leave. Due to our team's capacity while I'm gone, we won't be able to send you as frequent gift updates if any. We ask that during this period, you refer to your monthly fund statements to see which gifts have been received by your fund.*

Amount raised:

**2019**: Total: $10,675.00

28 contributors [some were couples, both HSU retirees]

**2022**: Total: $8,310.00:

24 contributors [some were couple, both HSU retirees]

8 known to have passed away

**2025**: Total **$5,413.56**

23 contributors [some were couples, both HSU retirees]

**Communications Chair:** Kumi

2/14 Kumi will table for ERFSA at the Authors Celebration in the Library

**Emeritus Status: Marshelle**

1 applicant

**Academic Senate: Marshelle**

Jan 28th Meeting— Campus Wellbeing & Stewardship Group Community Discussion (Enoch Hale & Cyril Oberlander)

**Small Grant Program: Marshelle**

2025 Grant Applications will be due Thurs, March 27th & applications sent to the Exc Com on Friday, March 28thSelect recipients on April 3rd.

* Angie Petroske will send the Grant flyer to the campus community at the end of Feb and prior to Spring Break.
* Kumi Watanabe-Schock has volunteered to receive the Grant Applications & send them to the Exc Com for scoring.
* Lou Ann will notify and send appropriate documentation to HAF & WRCF Donor Relations Coordinator, Risa Carmello. She can be reached at Marisac@hafoundation.org or (707) 324-3501.
* Jeff will send the letters to the applicants,
* An invitation will be sent to the grant recipients for the ES reception by ERFSA.
* Who will attend the OAA reception? *Marshelle will contact OAA regarding the date of the reception.*

**Vacations:**

Marshelle Feb. 19th-March 5th

**Next ERFSA Exc Com Meeting:** March 13th ?