Meeting Minutes
NIUAA Board of Directors Meeting, Wednesday, September 13, 2017
Human Resources Building, Room 100, 11:00 AM


Call to Order – Meeting was called to order at 11:02am

Approval of the Agenda – As amended by moving up the Holiday Luncheon to just after the President’s Remarks. Moved by Norden, seconded by Pat, and carried.

President’s Remarks: Lynn Neeley – Deborah Haliczer has gotten bright red lapel buttons to indicate that we are part of the NIUAA Board. Board members can wear those at Annuitants Association events. Lynn acknowledged that we sent a card to John Dusablon at SUAA who lost his daughter unexpectedly in July.

Holiday Luncheon: Margaret Phillips – Margaret Phillips discussed with Faranda’s on keeping the costs from going up. We can have the front room without paying as long as they don’t need it. Buffet – pot roast and vegetarian lasagna or cream chicken breast and creamed tortellini; would like to have one of these two. Hope to get some entertainment for under $100. Joe Grush asked about NIUAA subsidizing by $1 per person to cover dessert. Margaret Phillips would try to see if we can forego the deposit. Date and time are December 6 – Social Hour from 11am-12pm, Luncheon at 12pm. Al Mueller suggested entertainment during the social hour. Motion to approve plans made by Pat Vary, seconded by Michael Gonzales, and carried.

Secretary and Annuitants Association Liaison Report: Written Report Submitted by Chris Atherton – discussion about duties and issues that have arisen

Treasurer’s Report: Written Report Submitted by Al Mueller – discussion on report. Al Mueller will be updating the EIN contact information with the IRS. Clair Williams brought up about the travel trip amounts having a slight lag and if ever get catchup. Lynn Neeley said we can follow up for our December meeting. Robert Self brought up the question about the line item for the printing/design/layout and perhaps break it out for more clarification. Toni Tollerud brought up about the Benefits Committee’s concern about paying for space and Joe Grush reminded that there was a verbal agreement with the Associate Vice President, Facilities Management and Campus Services (John Heckmann) that it would stay in place until further notice. Motion to accept Treasurers Report was made by Clair Williams, seconded by Toni Tollerud, and carried.
Ongoing Committee Reports:

- **Benefits**: Written Report Submitted by Toni Tollerud – if there are things you want brought up please let Toni know.
- **Communications**: Written Report Submitted by Robert Self - as talked about in the spring, we’ve dropped the newsletter to two per year. How do we get information to people that don’t have email and how do we get their email if they have it. Pat Vary has a handout that has information on how to update your information.
- **Cultural/Travel**: Steven Johnson – Steven Johnson was on travel and had no report
- **Education**: Deborah Haliczer – Deborah Haliczer was not present and had no report
- **Legislative**: Written Report Submitted by Jim Lockard – Jim Lockard was not present
- **Membership**: Pat Vary & Cathy Craddock – Cathy Craddock is stepping down. We have 1867 members. Pat will redo the handout and get it to the Operating Staff Council and the SPS Council as well as NIU Today.
- **Social**: Margaret Phillips – Margaret Phillips reported earlier and had nothing else to report.
- **SUAAAction**: Written Reported Submitted by Alan Voelker – Alan Voelker has decided he wants to step away from SUAAAction. Clair Williams and his guest attended the evening with Rep. Pritchard and reported it was a nice evening. If anyone is interested or know of anyone please let Lynn Neeley know.
- **SUAA Foundation Reports**: Written Report Submitted by Joe Grush – updated what happened after report was submitted. Emergency Assistance Program has been finalized and is updated on the webpage.
- **SURS Board**: Written Report Submitted by John Engstrom – John Engstrom was not present

New Business:

- **Representation @ SUAA Fall Meeting Tuesday, October 24, 2017, Bloomington** – agenda items include a proposed increase in dues and a platform position on taxing of retirement income; Joe Grush will attend, Clair Williams would be willing to attend, Chuck Miller would consider. If interested please let Lynn Neeley know by October 9.
- **Representative for SUAAAction** – anyone interested please let Lynn Neeley know
- **NIUAA & the NIU Foundation**: Lynn Neeley & Al Mueller – met with Catherine Squires and it was agreed that the Foundation would pay the cost of one newsletter, Lynn Neeley will send a confirmation email
- **Preparation for President Freeman’s October presentation**: Lynn Neeley – please attend, October 10 at 5pm
- **Collaboration with Lifelong Learning Institute**: Bob Self & Lynn Neeley – item tabled for the next meeting
• Holiday Luncheon: Margaret Philips (this item was moved up to just after the President’s Remarks)
• Electronic communication for Board business: Written Report Submitted by Ferald Bryan – discussion ensued about no problem discussing items via email. Our by-laws which are currently silent, but we could do a trial. Motion to do a trial run of including bringing a person digitally into our board meetings for no more than one year by Toni Tollerud, seconded by Ferald Bryan. Amended by Toni Tollerud to include “will assess,” seconded by Clair Williams, and carried
• December meeting is slated for the 13th. More information will come out as to the location of the meeting.

Adjournment at 12:35pm – Motion made by Clair Williams, seconded by Norden Gilbert, and carried.

Meeting Months: September, December, and March.  
Place: HR Building. Time: 11:00 a.m. to 12:30 p.m.
Annuitants/Secretary Duties – updated 9/8/17

Membership
- HR Deductions Register (comes in the mail bi-monthly from HR) – Scan and email to john@suaa.org and then file for one year
- Send payroll deduct forms to HR – Payroll – currently these go straight to HR because of the way the forms were set up when I took this over. They will need to come to me again because of how I need to assist SUAA in recognizing that there are new members.
- Receive calls to update address info and questions about Annuitants Association – this has become a very large part of the duties at the moment due to all the changes taking place on campus with the parking issue as well as questions about email access; also take calls from DoIT if there are any inquiries with the about if a person is a member
- Membership List is located at SUAA.org - Officers Toolbox – User Name: NIU – Password: dekalb390 (this is currently in an updating stage at SUAA and at the moment they send the membership list to us); reconcile email list with the membership list and submit any known changes to SUAA to update their list
- Update address list to be ready for any mailings

Board Activity
- Attend Board Meetings and take minutes; send minutes out for approval within a week after the meeting – quarterly
- Send out Annual Meeting Invite via email – May
- Attend Annual Meeting and take minutes; send minutes out for approval within a week after the meeting – June

Miscellaneous
- Prepare transportation requests to Transportation for Steven Johnson, as requested
- Send Travel info emails out for Steven Johnson, as requested
- Prepare request for services for newsletter and other mailings (done through Document Services Storefront online only
- Prepare invitation for Holiday Party (1st Wednesday of December) – November
- In charge of email box; Send out emails to annuitants as needed/requested
- Keep website up to date; post minutes from meetings to website
- Respond to any inquiries from the board President as needed

Treasurer’s Report: Al Mueller Please see two attached PDF files.
Date: September 12, 2017
To: NIUAA Board
From: Toni Tollerud, Representative to the NIU Benefits Board
Re: Report from the September Benefits Meeting

The NIU Benefits Committee met on Thursday, September 7, 2017 at 2 PM. Seven members were in attendance. Several were new members so everyone introduced themselves.

Updates:
1. Mr. Katz, who was the chief negotiator for the faculty union has left NIU. Two gatherings have already occurred between the union reps and they have gone smoothly. A new negotiator will be named shortly so talks can continue.
2. New faculty hires were estimated at 5-7%. Murali reported they are now beginning to assess needs for the FY19 faculty.
3. Budget is on hold currently. The money received in the summer was a big help to alleviate issues.
4. Murali reported NIU currently has approximately 35 administrative staff, 650 tenure track faculty and 200 instructors.
5. Holmes Student Center will be going through some major building renovations this fall.
6. No one was present from Human Resources for the meeting so questions pertaining to this were tabled. Wendell will try to get a representative to our next meeting in October.

Report on the NIUAA Benefits:
1. I requested info on why AA was not informed about the increase in parking or the rec center. The response was that no one on the committee received this information and that each entity just did their thing.
2. I reported that we were meeting with Acting President Freeman in October.
3. A discussion occurred about charging the NIUAA for use of rooms for meetings and gatherings. The benefits committee will advocate that NIUAA be able to use university rooms and resources without needing to pay rates.

Respectfully Submitted,
Toni Tollerud, Benefits Committee Representative
Communications: Bob Self

Email:

# the cost of postage, even for post cards, relative to our budgetary relationship with Development
# speed/frequency of electronic communication (especially in relation to legislative updates)
# Interactive capability among members (polling, opinions, opportunities)
# universality of information (email recipients know about matters we cannot easily or cheaply or quickly share with USPS recipients)

... Other:

Reports on the Mother Ship:

# what we achieved/left behind/take pride in
# where are today (programs, budget, demography, advancement)
# State of the University (executive summaries)
# Increased support from Development

Cultural/Travel: Steven Johnson in Spain

Education: Deborah Haliczer

Board buttons
Two education events to be advertised in fall and offered in spring

Legislative: Jim Lockard

The only real story is that we finally have a budget. Unfortunately for SURS members, the budget included a provision that allows the state to reduce its payment to the retirement systems. Instead of trying to address the serious issue of pension underfunding, the bill kicks the can does the road once more.

Membership: Pat Vary & Cathy Cradduck

Social: Margaret Phillips
SUAAAction: Alan Voelker

- Bob Pritchard’s gathering at Blumen Gardens in Sycamore this summer (Clair and Diana)
- Donation to Bob’s campaign fund, $500
- With Bob’s announcement of “last” term as state representative, the funds will be used to support his office activities.
- In the absence of any verbal or written reports from SUAAAction, I have nothing to report regarding the work of the SUAAAction Board of Directors or the state office.

Clair Williams’ comments on Pritchard event:

With my guest, I attended Rep. Pritchard’s fund raising event held this past June 20th. I introduced myself and said I was there on behalf of the NIU Annuitant’s Association through a donation made by SUAA Action. We talked about funding for NIU and what impact the resignation of President Baker might have on funding for the university. Rep. Pritchard said he had been giving that some thought and was trying to figure out how he was going to address the issue with his colleagues. This event took place before he announced he was retiring after the end of his current term of office.

SUAA Foundation Reports: Joe Grush

The main business of the Foundation’s June 2017 Meeting was to elect a new chair. Two candidates were nominated: Bill Williamson from UIUC and Jan Cook from ISU. After brief statements were made by both candidates, a vote was taken and Jan Cook was elected. Jan then moved that Bill be nominated to fill a vacant member-at-large position on the Board. The motion was seconded and approved, the nominations were closed, and Bill was elected.

It was announced that the Foundation was sponsoring a luncheon on the second day of SUAA’s annual meeting (June 21) during which John Meyers from the Springfield Social Security Office would speak on the relationship between Social Security and SURS Pensions. It was also noted that the Foundation’s Emergency Assistance Program has been finalized and is now available on SUAA’s website. Lastly, folks were reminded that the Foundation assists SUAA chapters in setting up Survivor Assistance Programs.

SURS Board: John Engstrom
I will be attending a SURS meeting on September 14-15, a regular quarterly meeting. Here are some of the comments I made to the NIUAA coffee Monday morning.

1. The earnings for FY 2017 were 12.2%. Other earnings numbers are (a) 3 year, 5.0%, (b) 5 year, 8.98%, (c) 7 year, 9.7%, and (d) 25 year, 8.2%.
2. The funding ratio as of 6/30/17 was 42.7%. As of 6/30/16, it was 41.6%.
3. Asset allocation changes during the past year were primarily to reduce risk.
4. As of 6/30/17, $5.1 Billion was invested with (as defined by statute) minority, female, or disability firms, or 28%.
5. As of 6/30/17, 43% of our investments were passive or structured active and 57% were active.
6. At the meeting this week, we will approve the FY 18 investment plan.
7. Our leadership is settled with Martin Noven as CEO and Doug Wesley as CIO.
8. We have a number or retirements coming up this year, including our membership services director and our chief financial officer.
9. As you have heard, we have a new plan, known as Tier III. This is a hybrid plan with both DB and DC components. The universities will be making partial payments to us. The new plan is very complicated and will commence as soon as the Board says we are ready.
10. The new plan will be costly for the pension plans to implement.
11. An election will be held next spring for trustee positions. One annuitant trustee and two active trustees will be elected. The election will be held in March-April, 2017. Application materials will be available On October 2, this fall. I am in the process of deciding whether or not to run again.

NIUAA & the NIU Foundation: Neeley & Mueller

Debrief on 7 September 2017 meeting with Catherine Squires

Preparation for President Freeman’s October presentation: Neeley

Lisa plans to address our membership on Tuesday, October 10, at 5 PM in the Barsema Alumni and Visitors Center on Annie Glidden Road. I have been asked to open the meeting and introduce her, and I hope that each of you will help by welcoming our members as they arrive. Email or postcard notification will go out to all our members nearer the date than we are now.

Debbie Haliczer had large, red buttons, which read, “NIUAA Board Member” made so that each Board Member will be easily identifiable as he or she greets people attending President Freeman’s presentation.
Lots L & K will be reserved for this event attendees’ parking as well as the BAVC parking lot.

NIUAA & LLI Collaboration: Self & Neeley

LLI/NIUAA:

# recreational opportunities
# shared constituencies (“all” retired), mutual interests
# promotional enhancement for each group (what, when, where we’re doing—reports in Newsletter)
# talent (aesthetics, history, politics, science, technology, etc) recruitment

Lynn’s brief conversation with Jerry Smith

Holiday Luncheon: Margaret Philips

We would have the front room, the same room as 2016 unless another party books it specifically. This space is shown as the Anthony room on Faranda’s floorplan. (See https://www.farandas.com/facility/ for floorplan with square footage, internal location, and shape.) Other space can be made available to us if the Anthony room is otherwise engaged, and our willingness to be flexible will eliminate the $300 charge that we paid last year to reserve it.

The cost to guests would remain $25 per person for a buffet with entrée choices of (a) pot roast or vegetarian lasagna, or (b) creamed chicken breast with dill sauce or cheese tortellini with marinara sauce. A dessert table similar to last year would be on offer.

The party announcements could be sent electronically through our mass email and in paper form as part of the Fall Newsletter. The reservation deadline would fall within the last week of November, just after Thanksgiving.

Margaret has begun to investigate low-cost, high-quality, musical entertainment for the party. She would spend a maximum of $100 for entertainment.

Electronic communication for Board business: Ferald Bryan

specifically addresses the issue of whether we should allow electronic “voting” on issues beyond just “discussing” them. However, as I interpret this section of Robert’s, discussing matters via e-mail is fine—in fact, I think this form or discussion can help us smooth out problems and reach consensus on issues.

2) Since our Constitution and Bylaws are silent on allowing members to “attend and participate” in Board meetings electronically, we should defer to Robert’s warnings that “the meeting must be conducted by a technology that allows all participating members to see each other, as well as hear each other, at the same time.” [page 98, lines 6-8]. Based on this language, “participating” in a meeting via Skype or similar technology, would be acceptable.
NIU Annuitants Association
Schedule of Cash Receipts and Disbursements
January 1 - Aug 31, 2017
UNAUDITED

Receipts:

Carder Travel $ 9,577
SUAA Dues 5,157
Total Receipts 14,734

Disbursements:

NIU (pass through from Carder Travel) 9,532
SUAA Meeting Expenses 730
Social Event 236
Design and Layout of Newsletters 1,034
Meeting 20
Total Disbursements 11,553

Excess of Receipts over Disbursements 3,182
Balance, January 1, 2017 - Checking 13,721
Balance, August 31, 2017 - Checking $ 16,903

Fifth Third Bank Certificate of Deposit (Expiration Date 3/9/18)

Amount $ 10,000
28 month 1.0% APY Opened 11/9/15
Estimated Interest $ 233.33