

OSURA Board Meeting Minutes

Friday, September 1, 2023

Meeting Place: OSU Foundation Board Room

Present: Kevin Ahern (in Crete), Gary Beach, Mary Burke, Mike Burke, Carroll DeKock, Jaga Giebultowicz, Rose Kenneke, Indira Rajagopal (in Crete), Mike Schuyler, Liz Webb, Bill Young and Teri Braun

Absent: Tony Amandi, Larry Pribyl, Julie Searcy, and Bob Smythe

Called to order at 10:01 AM by President Carroll DeKock

1. Review and Approval of Board minutes of June 2, 2023, and group picture.

There were no changes to the minutes. Bill Young moved, and Mary Burke seconded that the minutes be approved. The vote was unanimous.



OSURA Board: Back row from Crete: Indria Rajagopal, and Kevin Ahern. Front row from Corvallis: Liz Webb, Mike Schuyler, Bill Young, Gary Beach, Jaga Giebultowicz, Carroll DeKock, Mary Burke, Rose Kenneke, and Mike Burke. Absent: Tony Amandi, Larry Pribyl, Julie Searcy, and Bob Smythe. Teri Braun behind the camera!

2. Budget and Finance

Bill Young began his treasure's report by starting with the FY 2022-23 yearend balances for our two accounts, the General Fund and the Scholarship Fund, held with the OSU Foundation. Additional revenue to the General fund since May 31 was \$750 (17 family memberships and 12 single memberships), 2023-24 dues paid prior to the close of the FY. There were no additional expenses to the General Fund; thus, leaving a \$7,787.21 ending balance that will carry-forward to FY 2023-24

Additional revenue to the Scholarship Fund since May 31 was \$1,605 from 15 individual contributions, and 4th quarter earnings from our Scholarship Endowment of \$951.51. Additional expenses were \$80.25, the 5% OSUF fee on the scholarship donations mentioned above, leaving an ending balance of \$16,631.06 that will carry-forward to FY 2023-24

Finally, the OSUF reported our Scholarship Endowment had a book value of \$100,808.50 as of June 30, 2023.

Next, Bill's report continued with a YTD (year-to-date) beginning of FY 2023-24 through August 21, noting the General Fund has already added \$3,830 from 57 family memberships and 106 single memberships paid since July 1. Thus, we already have 301 OSURA paid members for FY 2023-24. There have been no expenses paid by the General Fund in this FY. Thus, we currently have an ending balance in the General Fund of \$11,617.21, the sum of \$7,787.21 (FY23 carry-forward funds) and \$3,830 received to date.

The Scholarship fund has received 67 new donations since July 1 totaling \$7,770, with expenses of \$388.50 (the OSUF 5% fee) for an ending balance of \$24,012.56. Although this is a great start, Bill reminded the board that at our annual meeting in May, we awarded 8x \$2,400 scholarships (\$19,200) which will be paid out over the course of this FY. This continued to a discussion regarding a draft FY 2023-24 budget.

Bill's report included a FY 24 proposed budget with predicted revenues and expenditures for this current year. The projected revenue for the General fund is \$7,130, the sum of memberships, Fall Start-up revenue and event fees. So far, over 35 people are projected to attend Fall Start-up, generating \$1,200 to \$1,400; however, as per usual, room rental and OSU Catering will exceed the revenue. Jaga Giebultowicz asked how attendance might be increased. Some of the limiting issues covered were parking on campus and food quality. Mary Burke raised the possibility of selecting an off-campus venue in the future.

Although the Scholarship fund is off to a good start (with \$7,700 already contributed), Bill hopes for at least a total of \$15,500 to be contributed in this FY. Other revenue from quarterly investment earnings on our endowment was estimated at \$3,800. Bill did not include funds to be transferred out of either the General Fund or the Scholarship fund to the

scholarship endowment account, as has been done in previous fiscal years to build the endowment to its current level.

3. Brief Committee Reports

a. Scholarship Committee

This will be Mike Schuyler's last year on the OSURA Board, so he will be looking for a person to shadow him on the committee and be able to take the chair the following year. Jo Anne Trow has stepped off and Mike Schuyler will step off at the end of this year. Mary Burke will take a leave of absence for the year she is president. Kevin Ahern and Indira Rajagopal will be joining the committee. Therefore, the current committee members are Mike Schuyler, Bill Becker, Mary Burke, Bobbi Hall, Indira Rajagopal and Kevin Ahern. Dick Waring, Dale Weber, and Jaga Giebultowicz have expressed interest in joining the committee. After discussion, Mike will ask Dick Waring and Dale Weber to join the committee this year and Jaga Giebultowicz to join next year. There was discussion on the importance of this committee as it is related to the core mission of OSURA and is responsible for a major part of the OSURA budget.

b. Program Committee

Two programs are in the works for fall term. Larry has been working with Teri Braun to schedule the "Autonomous Robots used by OSU Food Services" for Friday, September 15 at 1:30 pm in the OSUF large room. Teri has secured the room and the announcement has gone out. The second program will be at the Beth Ray Center for Academic Support. Ray Brooks is working on this and plans to get the program scheduled sometime in the third or fourth week of October. A final date and time have not been determined.

Tony Amandi and Larry Pribyl have several ideas in the planning stages for other programs this fall but contacts have not been made yet.

c. Newsletter and Website

Liz Webb reported that the Fall Edition of "News and Views" has a mid-October deadline. Liz is working with the student intern in University Events, Drew Caldwell on updating the OSURA website.

d. Member Services Committee

Carroll DeKock indicated the new committee chair will be Tom Plant. Jaga Giebultowicz and Bob Smythe are also on the committee, and they are looking for additional committee members. One program idea was to have a discussion by the leadership of Corvallis nonprofit organizations. There are a number in Corvallis including the Boys and Girls Club, the Corvallis Assistance League, Community Outreach, etc. Topics might include what the volunteer committees do, how they do it and what the needs are.

There was some discussion that the Membership Services Committee is different from a Membership Committee and Carroll is working on a committee description.

f. Travel Share

Rose Kenneke indicated the next OSURA Travel Share will be on train and bus travel through the Canadian Rockies by Joe Nibler. It will be Monday, October 2 in the OSU Foundation Board Room. The announcement has gone out. Ideas for future programs: Indria Rajagopal and Kevin Ahern have recently taken a boat trip from Greece through the Mediterranean to the UK. At this board meeting they joined by Zoom from Crete! Gary Beach indicated that Lesley Davis Burns and Bill Boggess have recently completed a hiking trip to Machu Picchu and possibly a trip to the Antarctic. Mike Burke will get the contact information to Rose. The usual attendees of travel share events will be asked to suggest/volunteer new presentations.

4. Staff Report

Teri Braun reported the following:

- The November OSURA meeting will be Monday, November 6 instead of the prior Friday.
- The OSURA Directory is on track to be mailed in the first half of September.
- On membership, OSURA currently has 328 members registered for the 2023-24 year. Last year, OSURA had a total of 296 and before that 292, so we're right on track.
- A strategy for bill payment was outlined proposing which OSURA expenses should be paid from state funds (E&G funds through University Events) and which should be paid from the OSURA foundation account. The strategy proposed would use state funds to cover:
 - Operational costs like printing mailing and office supplies
 - Branded polos

- Expenses related to informational sessions or table/poster displays such as venue rentals, table fees, and branded items.
- Event expenses that are offset by attendee fees such as venue rentals and catering.

The strategy would use foundation funds to cover:

- Event expenses that are not offset by attendee fees, such as venue rentals and catering for fee events.
- Conference registration/overnight accommodation

Event revenue deposits come to OSURA through attendee credit card payment using “University Tickets” (which must go to the state account) or through checks and cash (which go to the foundation account). The strategy would deal with event revenue as follows:

- Venue rental and catering invoices would be paid from the OSURA state account, up to the amount of credit card ticket sales after fees, and the remainder of the balance due would be paid out of the OSURA foundation account.

There was general board support for the proposed strategy. Bill Young moved and Mary Burke seconded that the proposed strategy be accepted. The board vote was unanimous.

- Fall Start-Up on September 11th will be in MU 109 with a Mexican taco buffet. The food cost is \$871.51 (about \$24/person) and the room will cost \$824. The anticipated income will be approximately \$1,200. The cost to OSURA for the event will be in the order of \$400. Below is the tentative timeline.
 - 5:15pm – Check in
 - 5:30pm – Welcome from Carroll DeKock and dinner
 - 6:15pm – Presentation by Provost Edward Feser (25 min of presentation, 10-15 min of Q&A)
 - 7pm – Adjourn.
- Volunteer opportunities may occur at the University Day and Expo on September 19th. Kathy Motley will keep the board posted. The board decided that OSURA should have a table at the University Day Expo, September 19th, noon to 2 pm.

5. Old Business

None

6. New Business

The Fall Start-Up was covered above. No special transportation will be provided however it should be noted that handicap parking is available near the MU.

The meeting was adjourned at 11:36 am.

The next scheduled OSURA Board meeting is Friday, October 6, 2023, at 10 AM at the OSU Foundation Building.

Respectfully submitted, Mike Burke