

**East Carolina University Retired Faculty Association
Minutes of the Board of Directors Meeting
February 7, 2020**

Present: Smith, Tingelstad, Engelke, Larsen, Mansfield, Sweet, Gilliland, Muller, Swinker, Reiser

The meeting was called to order at 1pm by Smith.

Approval of Minutes

Motion made by Mansfield and seconded by Muller to approve the minutes of August 22, 2019. Approved. The minutes of November 21, 2019 were not available.

REPORTS

Treasurer's Report (attached)

Larsen provided an overview of the accounts within the ECURFA account. The expenses for the Fall social exceeded the Provost's allocation by \$300.44. The deficit was covered by the ECURFA checking account. The Scholarship Committee had made commitments for 2 undergraduate and 3 graduate scholarships of \$1,000 each. There was a small shortfall in the undergraduate account and a larger shortfall in the graduate account. Consultation was initiated by phone with Rachel Nichols of the Foundation. The deficits will be rectified by a contribution to the Undergraduate Bridge Fund (EU4486) by Larsen and a contribution to the Graduate Scholarship Bridge Fund (EU 4489). by Smith. There were several questions raised related to fund-raising for the scholarship accounts and how the money is assigned and distributed. Larsen will provide a discussion about this at the next Board meeting. Sweet and Gilliland will develop an information sheet to encourage members to contribute to the scholarship funds. Mansfield will distribute to members.

Scholarship Committee

Tingelstad reported that two undergraduates and 3 graduate students were recommended for the scholarships. There were 7 graduate student applicants and 11 undergraduate applicants. Students recommended for funding were: Graduate students-Hunter Hamilton, Kaylie Sargent, and Laura Cline; Undergraduate students-Emma Greene, Coleman Ferrell. The recommendations were approved. Thank you letters were received from the 2019 recipients and posted to the Sharepoint site.

Faculty Forum Report

Marian Swinker reported that the next program is "Investigating Your Heritage: DNA, Diaries, Documents or Databases?" on Tuesday, February 18, 2020 at 3:00 p.m. The program will be taped through Mediasite. Muller and Smith will arrange to have it posted on the website. Swinker asked for suggestions for future programs. Suggestions included the upcoming election, climate change, state of the university, global implications of communicable disease. Mansfield will develop a poll for the membership to generate topics for next year.

SRAPAS Series

Engelke circulated a flyer that provides discount codes to the remaining performances in the SRAPAS series. Mansfield will post this for the total membership so that they can have access to the codes and receive the discounts.

Wilson Memorial

Mansfield stated that \$2,000 has been raised through RELEAF to support the planting of trees to honor Ken Wilson. The goal is to have the trees planted on campus with recognition of Dr. Wilson. Mansfield will follow up with the University. Reiser shared another source for memorial donations to fund research related to pancreatic cancer: www.pancan.org.

Dutch luncheon update

The luncheons have consistent attendance of about 10-15 participants. The decision was made to continue monthly luncheons next year.

UNFINISHED BUSINESS**ITCS update**

The phone number for the ECURFA (252-328-4370) has been linked to the HER email account. Smith and Mansfield check it and respond to messages as well as emails to the account. Access to the account will be given to members of the Executive Committee of the Board but Smith and Mansfield will continue to respond to queries unless they are unavailable.

Smith reminded Board members that they can get Office 365 on up to 5 devices through ECU. Joy Williams and Marty Fox can assist with this. Smith will ask Marty Fox to attend a future meeting to discuss and assist Board members with Office 365.

Bylaws

The comments from the attorney were reviewed. Engelke will develop a draft for the next meeting that incorporates the suggestions. Particularly, the Bylaws will be make it clear that the ECURFA is a part of the ECU Foundation and not the Provost's Office. Reference to the Policy and Procedure Manual will be deleted since this will not be developed by June, 2020.

Communications Report (attached)

Mansfield presented a graph related to communications distributed through the list serve. He circulated a list of people who had undeliverable emails and asked Board members to identify people who have a different email address or need to be deleted from the list. He will send the list to all Board members and will also check with the Alumni Association for updates. Since 468 of the 760 members use and ECU email address, Mansfield expressed concern on how the deliverable rate will be affected by the 2-factor authentication process that begins February 10,

2020. He has helped faculty members with questions about the process and will track the impact of 2-factor authentication in the future. Consensus of the Board was that the purchase and use of Constant Contact has been very valuable to the Association.

Chancellor Reception

Smith will work with the Provost's Office to establish a date for the Chancellor Reception.

The next Board meeting will be in early May.