

**Chabot Las Positas Association of Retired Employees
Board Meeting
October 10, 2019**

MINUTES

Present: Jane Church, Gay Connor, Carol Edson, Tom Gerrits, Rachel Maldonado Aziminia, JoAnne Neu, Shirley Pejman, Irene Plunkett Mark Symthe, Art Tenbrink, Bill Threlfall, Sharon Trethan

Excused Absent: Wayne Phillips
Guest: Ron Trethan

GREETINGS AND CHECK-IN

The meeting began at 11:03 a.m. Gerrits welcomed everyone; the board and guest introduced themselves to the new board member, Edson.

AGENDA CHANGES/ADDITIONS

No changes or additions were made to the agenda.

APPROVAL OF BOARD MINUTES OF July 18, 2019

M/S/P (Trethan/Tenbrink) to approve the July 18, 2019, minutes.

BUSINESS

Proposed Slate of Officers for 2020

Gerrits announced that Phillips will need to back away for a while from serving as the vice president because of family health issues, but he will continue to participate on the CARE Grants committee.

A discussion ensued on who would continue to serve on the board for 2020. Gerrits, Maldonado Aziminia and Plunkett will continue as President, Secretary, and Past President, respectfully. Symthe and Pejman declined the request to serve as Vice President.

Finalize 2020 Reunion Plans

Pejman reported that the committee checked out other venues and decided the San Ramon Country Club remained the best place for the reunion, one reason, the availability of adequate parking. She spoke to Chabot instructor Jon Palacio and he stated that the Thursday date could be difficult for the students to attend but he would try to work around it once he got the exact date. Furthermore, he is requesting \$300. It was agreed that because of the cost stipulated by Palacio, the committee should explore other music venues.

Tenbrink reported that Dave Everett is a possible speaker—he has received three CARE grants. He spoke to Everett's dean and she informed him that Everett is currently on sabbatical until the end of the fall semester, but will return in the spring semester. He emailed Everett about CARE's invitation to be a guest speaker. He is awaiting a response from Everett. It was advised that a response from Everett should be received no later than November 9. Edson recommended another individual as a possible guest speaker, Steve Gunderson from Las Positas College.

Connor contacted the San Ramon Country Club. CARE must provide the Country Club with a fifty percent down payment and guarantee a minimum of \$1,000 expenditure before taxes. Trethan reviewed the menu for the luncheon and it was decided to keep the same menu because there have been no complaints. As soon as Connor receives the contract, she will forward it to Trethan.

A discussion ensued about the raffles for the reunion. Christine Petro from Chabot Federal Credit Union will be approached to see if the credit union will provide raffle prizes. In addition, each board member will bring one or two unwrapped gifts such as wine, candy, small appliances, and gift cards. The CARE mugs will be available as a gift to members who haven't received one.

Threlfall requested that the committee write an article that is extremely interesting and enticing about the reunion; he needs it by November 9. Edson volunteered to take on the role of photographer for the reunion.

2019 CARE Grants Schedule and Plans

Threlfall thanked the committee members for serving on the committee. He reported that most of the work will be taking place in the middle of November. Publicity takes place in October; he distributed the announcement that is on the CARE website as well as a sample of the CARE application. He also gave this information to the district Public Information Officer who will distribute it to the deans and department heads. Once he receives the proposals, he will scan them into the computer and distribute them to the committee for review.

Threlfall distributed a report on the CARE grants program that he will present to the Board of Trustees on October 15, 2019. The report provides a brief history of the grants and a few selected projects that show the merit of the program. Plunkett thanked Threlfall for his work on the CARE grants and for his annual presentation to the BOT. It keeps the BOT informed about what CARE does on behalf of the district. Church received clarification on how to inform the Chabot campus about the CARE grants.

Winter 2019 Newsletter Writing Assignments

Threlfall distributed a report on the contents and assignments of the Winter 2019 CARE Newsletter. He is seeking stories that would be of interest to the retirees. The articles should preferably include a picture. He reviewed the articles to be included in the newsletter: a page on the CARE grant awardees; a biography on a board member, Plunkett will submit hers along with a picture; an article on Smythe's participation in the hiring process of the district benefit specialist, he will email his experience about serving on the committee; and an introduction on the new board member, Edson, she will send her picture. The articles need to be submitted to Threlfall by November 9, 2019.

Update on Hiring Process for New Benefits Specialist

Symthe reported on his participation in the first level of the hiring process of the benefits specialist. Twenty-five applicants applied and three were interviewed. All interviewees were qualified and it was unanimous on who was forwarded to the next level. He believes that retirees were well represented in the interviewing process. It was a great experience and he

thanked the hiring committee for allowing a retiree to participate in the hiring process. The board thanked Symthe for his participation on the committee.

Other Business

Tenbrink reported that during the board meeting today Dave Everett responded to his email and he is interested in presenting at the January reunion. Tenbrink will follow up with him.

TREASURER’S REPORT

Trethan reported that Barbara Ennis paid for a lifetime membership.

OTHER REPORTS/ANNOUNCEMENTS

President: No report.

Past President: No report.

Vice President: No report.

Secretary: Maldonado Aziminia reported that she will be traveling to Cuba for the 500th anniversary of the founding of the city of Havana.

CARE Fund Manager: No report.

Chabot Liaison: No report.

Las Positas Liaison: Edson reported that in 2009 mammoth bones of the left leg was uncovered on the LPC campus. They are 90,000 years old. It has taken ten years but the bones will soon be on display.

District Liaison: Trethan reported that at the District Foundation meeting held at the end of August 2019 no report was provided on the CARE funds. She asked about the funds and it appears that there has been a drop in revenue from the CARE’s investment. She will keep on top of it.

Newsletter Editor: No report

Communications Director: No report.

At Large member reports: Symthe will ask his musician friends whether they would be interested in performing at the reunion. Another possible form of entertainment is using a music app; Symthe has an amplifier.

REVIEW OF TASK ASSIGNED TO BOARD MEMBERS

The tasks were reviewed when discussing the CARE Newsletter.

BOARD SOCIAL MEETING IN DECEMBER

The board social meeting will be held on December 12, 2019, at 11:30 a.m. at Frankie, Johnny and Luigi, Too! in Dublin.

OTHER/GOOD OF THE ORDER

No other good of the order.

ADJOURNMENT

The meeting adjourned at 12:35 p.m.

Respectfully Submitted

Rachel Maldonado Aziminia