

**Chabot Las Positas Association of Retired Employees
Board Meeting
March 14, 2019**

MINUTES

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

GREETINGS AND CHECK-IN

The meeting began at 11:03 a.m. Gerrits welcomed everyone and extended a special welcome to the new board members.

AGENDA CHANGES/ADDITIONS

Plunkett's additional agenda item is an email exchange with the Chabot Federal Credit Union CEO, Christine Petro.

APPROVAL OF BOARD MINUTES OF OCTOBER 4, 2018

Motion to approve the October 4, 2018, minutes was passed.

BUSINESS:

Review of Board Composition / Welcome of New Members

Gerrits reported that the LPC Liaison position is vacant. At the last board meeting, Tenbrink was assigned to recruit an individual for this position. Several individuals were recommended: Sylvia Rodriguez, Carol Edson, and Paula Schoenecker. Tenbrink will contact Rodriguez; Threlfall will contact Edson and Pejman, Schoenecker. Each will follow-up with Tenbrink. It was stressed that the individuals need to understand that the position is to keep the board informed of what is happening at LPC and that it is not an onerous task or time consuming.

Distribution of Updated Board Roster

Trethan distributed the updated board roster for the board members to review. She will add Tenbrink's name as a co-director to the Activities Committee. Any errors on the roster should be reported to Trethan.

Reunion Evaluation - Attendance, Finances, Process, Suggestions for future

Trethan reported that there were forty-seven paid luncheons, two guests, and four no shows. The total cost for the luncheon was \$1,349.19, but the final cost that the board had to cover was \$159.29.

Tenbrink reported that some members asked why there wasn't a guest speaker and he suggested that the board may want to consider a speaker for the next annual luncheon. Plunkett also suggested that a possible speaker could be one of the CARE retirees who are engaged in interesting activities.

The Activities Committee will begin planning for the reunion. Two suggested dates were two Thursdays, January 23 or 30, 2020. Pejman offered to assist the committee.

CARE GRANTS

Threlfall distributed information on the CARE grants. Members' dues pay for the CARE ongoing operational costs, primarily newsletter printing, postage, and web hosting. The CARE fund is the source of CARE's charitable activities and is designed to provide an extra measure of support to education in the Chabot-Las Positas Community College District.

Using CARE Fund resources, CARE has implemented a small grant program intended to stimulate and support special projects that improve services to the colleges. It has been eight years in operation.

The disbursement of the funds has had some difficulties and the last checks were distributed at the last Board of Trustees meeting. Therefore, Threlfall is working on making a budget transfer procedure instead of issuing checks.

A discussion ensued on whether to continue with the CARE grant program and it was decided that it is an important program to retain in order to maintain visibility to the Board of Trustees. In addition, Threlfall reports annually to the Board a profile of the CARE grantees.

M/S/P (Threlfall/Tenbrink) that the Board continue to fund the CARE grant program and that Treasurer Trethan provide an expenditure range of between \$2,000-3,000.

SPRING 2019 NEWSLETTER SUGGESTIONS AND WRITING ASSIGNMENTS

Threlfall distributed information on the Spring 2019 CARE newsletter. He covered what will be included in the newsletter:

1. Standard items, the President's message, Chabot/Las Positas. retiree profiles, and the retirees/deceased list
2. An article on Art Larson who is a founding member of CARE to be co-written by Threlfall and Melinda Matsuda
3. An interview and profile of Carlo Vecchiarelli
4. Other possible articles may include the CARE grant winners; the new board members; reprint of the interview with the benefits staff from the CARE website; retiree statistics such as date of retirement, city, state; and an autobiography of a board member.

He welcomes contributions from the board members. The deadline date to submit articles is May 1, 2019.

BOARD PICTURE

Threlfall took a picture of the board members to replace the picture that is currently on the CARE website: http://care-news.org/about_files/board.htm

DISTRICT NOTIFICATION AND VERIFICATION

Smythe reported that he received the benefit confirmation form from the district through the mail. A discussion ensued on why the district continues to mail the form rather than have an electronic version. Many retirees don't have email addresses. Smythe expressed a concern that a retiree may not receive the hard copy and therefore may miss the submission deadline. He further inquired why there could not be an option to receive either a hard copy or electronic copy or receive both and whether a survey could be sent to the retirees to

determine how many may be interested in receiving an electronic copy. It was decided that Smythe and Gerrits will set up an informational meeting with the district human resource staff to see if anything can be done about this issue.

OTHER BUSINESS

Plunkett reported on an email exchange with Christine Petro. Petro had requested an opportunity to contact the new Chabot College and LPC liaisons who could possibly assist the credit union in identifying potential recruits to the Board of Directors and Supervisory (Audit) Committee from the two colleges and district. They are seeking representation from the younger segment of their membership to serve on their board. They will be merely asking the liaisons to be on the lookout for potential volunteers, run their names by the credit union and then one of the Board directors could approach the people and explore the opportunity to serve on the board.

Plunkett replied that there is no LPC liaison and since the new Chabot liaison had not attended a meeting, she was hesitant to pass this request on to her. With Petro's approval, she would pass the information to the entire board.

Plunkett will send this email to the board members for their perusal. Church recommended that Petro may want to provide a flyer about her request that she can then email to the Chabot College community.

TREASURER'S REPORT

Trethan distributed the treasurer's report as of March 14, 2019. Plunkett recommended that CARE continue to pitch the importance of CARE to retirees.

OTHER REPORTS/ANNOUNCEMENTS

President: Gerrits' band will be playing at Biscuits and Blues nightclub this Saturday, March 16, 2019.

Past President: Plunkett attended the Chabot College Flex Day on March 7, 2019, and presented with Karen Metcalf a workshop on how to use labyrinths as a pedagogical tool as well as a tool for community-building and healing.

Vice President: Phillips continues to work on the badges for CARE board members.

Secretary: Maldonado Aziminia announced that the Contra Costa County Master Gardeners' Great Tomato Plant Sale will occur in Walnut Creek on March 30, in Richmond on April 6, and in Antioch on April 13. In addition, she announced that as a Master Food Preserver she will be presenting at the San Ramon Forest Home Farms on March 16.

District Liaison: Trethan reported that Ronald Gerhard is the new interim Chancellor and that Carlo Vecchiarelli and Isabel Dvorsky have retired from the Board of Trustees.

Newsletter Editor: Threlfall thanked Trethan for her continued efforts in scrutinizing the BOT minutes.

REVIEW OF TASKS ASSIGNED TO BOARD MEMBERS

Threlfall reported that the CARE website provides a description of the directors' duties that the new board members may wish to review.

SUGGESTIONS FOR NEXT AGENDA

Threlfall suggested an agenda item for the next meeting: Allocation for CARE Grants.

NEXT MEETING DATE AND VENUE

The next CARE meeting date is Thursday, July 18, 2019, at the District Office Conference Room.

ADJOURNMENT

The meeting adjourned at 12:43 p.m.

Respectfully Submitted
Rachel Maldonado Aziminia