

**Chabot Las Positas Association of Retired Employees  
Board Meeting  
July 22, 2013**

Present: Dick Albert, Clyde Allen, Rachel Maldonado Aziminia, Helen Bridge, Shanon Christiansen, Gay Connor, Don Nilson, Isabel Polvorosa, Sophie Rheinheimer, Chet Rhoan, Lucy Sponsler, Bill Threlfall, Sharon Trethan, Bob Wiseman

Absent: Linda Barde, Art Larson, JoAnne Neu

**CALL TO ORDER**

Rhoan called the meeting to order at 11:02 a.m.

**APPROVAL OF DECEMBER 2012 MINUTES**

**M/S/P (Threlfall/Nilson) to approve the December 2012 minutes with one addition, add Shanon Christiansen to the absent list of names.**

**REPORTS**

**Treasurer's Report**

Trethan distributed and reviewed the Treasurer's Report. Four members paid lifetime dues.

**Communication Director Report**

Threlfall reported that there were 871 visits to the CARE website since the last meeting and most visits have been by the Chabot College community. The most common page visited has been the membership directory.

He will be making assignments for the next newsletter at the next meeting. He recommended that for the next issue Christiansen provide a 500-600-word autobiography along with a picture. He suggested board members write an article that might be of interest to the members such as vacation trips, hobbies, etc.; he will be writing an article on technology. He provided brief updates on former retirees' current activities that will be included in the newsletter. He believes the newsletter's success is due to the contributions of board members.

**CARE Fund**

Allen reported that the District Foundation is currently being audited and the audit should be completed by late September or early October. The CARE funds are kept in a separate account and the CARE Board is the only entity that has access to the funds. Once the audit is completed, he will provide a copy for the CARE Board's review.

**Las Positas Report**

Rheinheimer reported Dr. Guy Lease is the interim president, two interim deans have been appointed, and all buildings have been built.

### **District Report**

Trethan reported she has a copy of the 2013-14 district's budget for the board perusal. The new chancellor is Dr. Jannett Jackson, former president of College of Alameda, who will begin work on August 1. The district will be adding a position to Chabot College Foundation.

### **Chabot Report**

Polvorosa reported there will be new positions because of state grant monies. Chabot received a federal grant for the Hayward Diamond area. Building construction is ninety percent completed. Dr. Susan Sperling is doing a great job for the college and classified staff. Chabot College Foundation is consolidating and a marketing position has been created.

### **Social Activities Report**

Connor reported that the CARE Membership Luncheon will be held on January 25, 2014, at the San Ramon Country Club.

### **Directors Report**

Wiseman reported that he will be celebrating his fiftieth wedding anniversary in January 2014 and will not be attending the luncheon.

### **Vice President Report**

Bridge reported that she has been appointed to the Proposition B Citizen Oversight Committee.

### **President Report**

Rhoan reported that he is a member of the Faculty Association of the California Community Colleges (FACCC) retirement committee and provided a brief report on the status of CalSTRS and CalPERS.

### **OLD BUSINESS**

#### **Retiree Luncheon**

Wiseman reported that the retiree luncheon planned for June 2013 was cancelled due to the lack of interest; only one out of thirteen invited retirees responded to the board's invitation.

#### **CARE Mission Statement**

Christiansen distributed a proposed mission statement that was drafted by Rhoan.

"The mission of the Chabot-Las Positas Association of Retired Employees is to serve and advocate for the economic and social interests of its members by providing accurate information of concerns to retirees through the newsletter and website and by encouraging social interaction through the membership directory and the semi-annual luncheons."

It was noted that there is only an annual luncheon. This mission statement is being recommended to replace the purpose statement in the CARE constitution. In the future, this will be presented as an amendment to the constitution for membership ratification.

### **CARE Education Grants**

Rheinheimer reported that one of the grantees did not use the CARE Education Grant funds as originally proposed. The original proposal was to buy a computer for the library, but instead the funds were used for adjunct faculty and student assistants' salaries.

A discussion ensued with the following recommendations:

1. Rhoan will speak to Dr. Sperling regarding the board's concerns.
2. Changes will be made to the application form
  - a. add an outcome question—"Clearly state the outcome to be attained by the project. Be specific."
  - b. add to the budget question—"Expenditures must conform to this budget."
  - c. add clarification to the agreement section—"I agree to complete the project as described above and then provide a one-paragraph outcome report including a digital photograph to CARE...I understand that items funded by this grant will be property of the College."
3. Distribution of CARE grants will be through the two colleges' and District fiscal control processes.

### **NEW BUSINESS**

#### **Conversion of CARE Data to Electronic Medium**

Rhoan proposed that CARE data be converted electronically from its current paper form. A discussion ensued on what data should be saved and what discarded. Threlfall reported that minutes currently posted on the website are through August 2008 and the newsletters through Fall 2004. It was recommended to save data up to ten years.

#### **CARE Chabot Student Book Fund**

Rhoan reported that he has personally set up a CARE Chabot Student Book Fund that will be administered through the Chabot President's office and plans to set up a student book fund at Las Positas.

#### **Next Board Meeting**

The next board meeting is October 14, 2013, at the San Ramon Country Club.

### **ADJOURNMENT**

The meeting adjourned at 12:55 p.m.

Respectfully Submitted  
Rachel Maldonado Aziminia