

# **University of Iowa Retirees Association (UIRA)**

## **Board of Directors Meeting**

### **Minutes**

**April 15, 2025**

**Hybrid: 121-P USB and Zoom**

**1:00 pm**

#### **MINUTES**

**Attending:** Michael Barron, Lois Cox, Jean Florman, Mike Hovland, Diana Lundell, Cindy Seyfer, Rachel Stewart, Todd Stewart, Evalyn Van Allen-Shalash, Cathy Wilcox, Minetta Gardinier

**Not attending:** Chris Brus

#### **Call to Order – Evalyn Van Allen-Shalash, President**

Evalyn called the meeting to order at 1:00 pm.

#### **Approval of Minutes**

On a motion from Diana Lundell, seconded by Lois Cox, the March 18,2025 minutes were approved.

#### **Reports from Officers**

##### **President – Evalyn Van Allen-Shalash**

One Day for Iowa Fundraising Campaign: Evalyn reported that UIRA received \$2,575 in donations from 29 contributors and that she is sending out Thank You notes to each contributor. Contributions were higher for this year compared to last year.

UIRA Scholarship: UICA reports that we awarded three scholarships in 2024-25 to the following students: Angelique Akimana, Elizabeth Allen, and Lin Aung. Evalyn has asked Kellie Digmann to follow up with Stefany Narango (UICA) to obtain their majors and hometowns and any thank you notes from the students.

Cathy Wilcox explained how the UIRA scholarships are awarded. UI Center for Advancement (UICA) notifies the UI Office of Student Financial Aid (OSFA) usually in February of the spendable cash that can be awarded for the upcoming academic year. The OSFA is responsible for awarding UICA general donor scholarships. Academic colleges and/or departments are notified at the same time of their spendable cash because they are responsible for awarding donor scholarships that are for their respective areas.

Kellie Digmann is the authorized UIRA representative to the UICA and UICA sends the annual donor report at the end of October to Kellie. After Kellie receives the donor report, she sends it to the UIRA President and the UIRA President should share it with the Treasurer. Todd Stewart suggested that determining the amount /number of the UIRA scholarship could be a function of

the UIRA Budget Committee. For the 2025-26 Academic year, UIRA may want to award only two scholarships at \$1500 each after we confirm how much spendable cash is available.

For future discussion: Could the UIRA scholarship have matching donor(s)? Should UIRA encourage donations for the 30<sup>th</sup> anniversary?

30th Anniversary Celebration:

The President's office has granted UIRA with a one-time grant of \$1000, plus waive the fee for a University venue for the 30th anniversary celebrations. Evalyn has reached out to some UIRA members who were active in the past to ask if they are willing to serve on the ad hoc celebration committee. Cindy Seyfer who is a current BOD has volunteered to be on the ad hoc committee. Should we invite former UIRA scholarship recipients to attend the anniversary celebration?

Annual Meeting is scheduled for Friday, June 27, in 2520-D UCC. Evalyn requested that BOD committee chairs start thinking about their contribution to the PowerPoint presentation. (see last year's for guidance).

Age-Friendly: University Recognition

Evalyn explored the possibility of obtaining recognition as an Age-Friendly University, supporting universities to promote positive and active aging. This is a rigorous application process requiring a strong commitment. Please review the requirements and guidelines (<https://www.afugn.org/application-resources>). Volunteers would be needed to lead this process including, I imagine, initial approval by the Office of the President.

**President-Elect – Lois Cox**-Lois reviewed who are on committees for the 2025-26 year and received input from BOD at the meeting.

**Program Committee** - Evalyn Van Allen-Shalash (chair), Lois Cox, Jean Florman, Diana Lundell, Cathy Wilcox

**Membership Committee** - Cindy Seyfer (chair), Chris Brus, Diana Lundell, Kevin Ward

**Budget Committee** - Todd Stewart (chair)-Todd suggested having the president, past president who is Program Committee chair and president elect on the committee.

**Manual Update & Orientation Committee** - Evalyn Van Allen-Shalash (chair), Lesanne Fliehler, Chris Brus

**Website Oversight Committee** - Rachel Stewart (chair), Lesanne Fliehler, Carol McGhan

**Explorers** - Alice Atkinson & Lesanne Fliehler (co-chairs)

**Photo Contest** - Diana Lundell (chair)

Ad hoc 30th Anniversary Celebration Committee - Evalyn Van Allen-Shalash (chair), Lois Cox, Cindy Seyfer

**Nominations Committee** – Mike Hovland will be going off the BOD this year and will help organize the new committee but does not want to be on the committee. Mike H will ask Mike Noel to be on the committee. Jean Florman agreed to be on the committee.

**Awards Committee** – Mike Barron agreed to continue to be the chair and will need to recruit others to be on this committee.

**Bylaws review and revision** – won't need to staff yet

**Treasurer – Todd Stewart**- not much activity to report. Received \$57. Paid Cambus. Waiting to have the \$1000 grant deposit from the President's Office for the 30<sup>th</sup> anniversary.

**EFC**-Lois Cox attended the EFC meeting on April 7. A report of particular interest this month was from the EFC member who attends the meetings of the Funded Retirement and Insurance Committee (FRIC) FRIC has taken an interest in how formerly Mercy Hospital is being incorporated into the UI health care system. Predictably, the process is not without its challenges. For example, it appears that some of the doctors practicing there are not in the UI network for insurance purposes. (Radiologists were mentioned, but Lois didn't get the sense that the situation is limited to radiology.) Apparently, this isn't always made clear to patients, and some are surprised to receive bills. The FRIC is following the situation.

EFC is interested in offering more programming on the topic of retiree health insurance, and is aware of UIRA's regular programs. It may be that the two organizations could benefit from working together in this area.

The speaker this month was Kate Ralston, PhD, Enrollment Management. She's a statistician who works with the Data Team. She explained that the UI tracks 350,000-400,000 potential applicants identified based on a number of factors and narrow their focus to yield 23,000-28,000 applicants and eventually approximately 5,000 students who enroll. They're especially proud of Iowa's participation in the STARS Network, a grant-funded group focused on rural students.

Minetta reported that the annual EFC luncheon will be on May 7. President Wilson will be the speaker.

**Awards Committee**- Mike Barron (Chair), Sue Otto, Nancy Langguth

The Awards Committee has completed its work and recipients for both the Service to Community and Service to the University have been selected. Their pictures and bios will be included in the May Grey Hawk. Suggestion for next year is to have a fillable nomination form on the UIRA website.

**Budget Committee**- Todd Stewart (Chair)-nothing to report

**Gray Hawk Report**-Diana Lundell-Editor/Lesanne Fliehler

Diana got cost estimates from the three freelance designers and amounts range from \$800-\$1000 per issue. It would be too costly to outsource the designing of the Gray Hawk. Diana and Lesanne Fliehler learned about an official University of Iowa method for doing email newsletters. Diana reviewed the templates of the newsletter designs that are on the UI Branding website <https://brand.uiowa.edu/html-email-templates>. UIRA BOD agreed to use the UI template. There is no cost to use the templates and it will have the official UI branding logo. The plan is to use this format beginning with the September Gray Hawk. Diana will receive

training on the new format/process .Lesanne is willing to help with the Gray Hawk when it is moved to the new format. Diana, Lesanne, and Rachel Stewart will work on moving the Gray Hawk to the new format.

Gray Hawk Deadlines – May issue: Call for content: Wednesday, April 2,Content deadline: Friday, April 18, Layout with Lesanne: April 18-23,Board Review: April 23-25,Layout to Kellie: April 25, Distribution: April 29

**Photo Contest:**The deadline was March 15. Judging was completed April 4.We had 16 members enter the contest, submitting 36 photos in all four categories.

New for this year: Winners will be notified via email and invited to the Annual Meeting to receive certificates and checks and if they cannot attend it will be mailed to them. Photo displays at the meeting will have ribbons rather than certificates. For the 30<sup>th</sup> anniversary event, it was suggested to include information about photo winners from past years.

Diana will prep photos and captions of winning entries for Gray Hawk April 12-18

First Place winners will run in Gray Hawk May issue

Second and Third place winners will run in Gray Hawk June issue

Contest expenses are: \$300 for judge compensation and \$290 for prizes (no 3rd place winner in UI category). Judges compensation paid after April Board meeting

Diana will invite Hills Bank representative to the Annual Meeting, and produce two posters of winning photos for display at designated Hills Bank branches.

**Manual Update and Orientation Committee-** Evalyn Van Allen-Shalash (Chair), Lois Cox-nothing to report

**Membership Committee-** Chris Brus (Chair), Lesanne Fliehler, Diana Lundell, Cindy Seyfer, Kevin Ward

On April 3, a combined luncheon meeting of the Membership Committee and the Website Update Committee took place at Lesanne's home. Attendees: Chris Brus, Lesanne Fliehler, Carol McGhan,Cindy Seyfer, Rachel Stewart and Kevin Ward.

The committee reviewed an online mock-up of a renewal protocol based on using a survey with conditional forms and to make decisions about how to go forward.

A few changes were made to the forms based on the availability of HR data that we had not been able to access previously, but overall the conditional forms flowed well and seemed to be a more streamlined approach for gathering personal and contact data needed for the membership dataset.

Our biggest questions involved the use of CashNet, the program UIHR uses for credit card Transactions and could we attach a form within CashNet

On April 7, the Membership Committee held its monthly meeting. Chris Brus, Cindy Seyfer and Kevin Ward were in attendance.

#### Emails & forms reviewed and updated

Four emails needed for the 2025 renewal period were reviewed and updated, as was the on-line printable membership form. Another email for introductory members renewing in August, will be drafted by Chris.

Committee also reviewed the updated format of the on-line renewal forms discussed at the meeting on April 3. Cindy Seyfer reported that Transact Cashnet storefront is a standalone product that does not integrate with any other website or application. It is an out of the box solution that is easy to use for departments and does not require ITS resources. It also significantly reduces the department's obligation regarding PCI-DSS. UIRA uses Cashnet for membership dues and does not have the option to include a conditional form survey either within or outside of CashNet. The committee will update the current data collection forms used in CashNet, to match changes in the Bylaws, and proceed from there.

Cindy will generate a list of questions from the membership and website review committee members about the renewal process and schedule a meeting to discuss with Kellie and Todd in the near future. Lois Cox, Rachel Stewart and Nate Robinson from the UI President's Office will be included in the meeting. The goal is to have a process that works for obtaining information for the membership committee without creating a burden for Kellie.

#### Introductory Memberships expiring in August 2025

Introductory members with an expiration date in August of 2025 represent the first group to have the option of converting to dues-paying UIRA memberships, so we will be watching them closely during the next renewal cycle. This group represents UI employees who retired from June 1, 2023 to Dec 16, 2024. After deleting duplicates and those who converted to dues-paying memberships prior to the expiration of their introductory membership, the number eligible to join/renew during the upcoming renewal period currently stands at 643. This number includes the backlog group and current year group.

The membership committee had been considering whether a postcard sent directly to introductory members would be helpful in increasing the response rate during the August renewal period. Using current data, this idea was quashed because 74% of introductory members in our dataset have restricted home addresses.

See first breakdown of job-type for this group of retirees below.

Job-Type for Introductory Members with Aug 2025 Expiration Date (n=643)

Job-Type	Number	Percent
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Faculty	97	15.1%
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P&S	174	27.1%
Merit	263	41.0%
SEIU	108	16.8%
Officer (VPR) 1		0.1%
Total	643	100.1%

Yes, Virginia. There is rounding error.

Going forward, the membership committee will be able to track the number of potential new members we could have each year.

Merit and SEIU made up more than 50% of retirees. UIRA wants to encourage these groups to continue their UIRA membership. Lois Cox will contact someone she knows in SIEU to ask for suggestions.

**Nominating Committee-** Mike Hovland (Chair ), Michael Barron, Lois Cox, Evalyn Van Allen-Shalash, Jean Florman-Nothing to report.

**Program Planning Committee-** Lois Cox (Chair), Diana Lundell, Cathy Wilcox, Nancy Langguth, Ellie Herman, Renee Sueppel, Jean Florman

The Program Committee did not meet in April since the chairs of upcoming programs (Ellie Herman and Nancy Langguth) have done such a good job of early planning. Our remaining spring programs are as follows:

April 17 - ATHLETICS COMPLIANCE WITH ANDY BANSE - Lunch at 12:15, Program 1:00-2:00 pm, Room 1117 UCC.

May 13 - CAMPUS TREE TOUR WITH ANDY DAHL. Meet at 1:00 pm in front of Macbride Hall.

The committee is working on a few ideas for next year. Specifically, Jean Florman is exploring the possibility of arranging a day when the Homeland Security people responsible for processing Global Entry and TSA Pre-check applications might visit Iowa City to do the interviews required for Global Entry. She's also researching logistics of what might be UIRA's first travel venture - a trip to Des Moines to see Ballet Des Moines. And we anticipate re-inviting some of our regular speakers about insurance, etc., as well as possibly adding health topics and money management to the recurring list.

BOD provided names of presenters and topics for future programs: Jan Nash (local historian), Jim Throgmorton, Miscanthus grass energy source, Bob Mutel, Connie Mutel Christopher Jones- "Swine Republic", Nick Westergaard (storytelling), money guide repeat, how to avoid scams, Virtual Reality person.

**Special Interest Group (SIG):** Explorer's Report-Alice Atkinson-nothing submitted

**Website Update Committee-** Rachel Stewart (Chair), Lesanne Fliehler, Carol McGhan

Website Update Committee had a joint meeting with the Membership Committee. See the Membership Committee report.

**Old Business : T-shirts and name tag logo (Chris & Mike H)**-no new information.

**New Business: 30<sup>th</sup> anniversary ad hoc committee**

Mike Hovland would like UIRA to explore using direct mailing (postcards) to promote the anniversary events as well promoting future UIRA programs. If UIRA pursues this option, a budget should be determined. BOD agreed to set aside funds for direct mailing.

However, an issue needs to be resolved before we can use direct mailing. The membership committee information showed that many retirees have restricted their mailing address. Now that UIRA is part of UI, can UIRA mail postcards to those who have restricted addresses? Cindy Seyfer will follow up with UIHR.

**Adjourn**

On a motion from Lois, seconded by Diana, Evalyn adjourned the meeting at 2:33 pm.