

EXECUTIVE BOARD MEETING

August 18, 2021

Video Conference on Microsoft Teams

MINUTES

Present: Richard Branda, Stephen Cutler, Ruth Farrell, Alan Gotlieb, Michael Gurdon, Dwight Matthews, Jack McCormack, Rachel Johnson, Mara Saule, Lee Thompson, Judith Van Houten

Absent: Mary Jane Dickerson, Beth Mintz

Call to Order: Chair Michael Gurdon called the meeting to order at 2:04pm

1. Minutes of May 19, 2021, approved as amended
2. RFAO Board Meeting
 - a. Discussion of an addition to the Executive Board. Mary Jane Dickerson has reiterated her desire to step down after many years of devoted service. Board members were requested by Chair Gurdon to suggest names of possible candidates, and 3 names were submitted. General discussion followed with agreement that all 3 should be considered further. Board members were asked to rank the 3 candidates and forward the ranking by e-mail to Chair Gurdon. He will then explore possible interest in standing for election to the Board. It was suggested that remote membership be offered as an option since many members live or spend time away from Burlington.
 - b. Continuation of discussion of proposed revisions to the RFAO Constitution and Report on dialogue with Gary Derr regarding a more systematic identification of retiring faculty and administrators.
 - I. Chair Gurdon noted that under our current Constitution changes need to be warned 3 weeks before a general meeting.
 - II. The current Constitution (Article 1) states that retired faculty from academic positions and officers of administration are eligible for membership. During discussion of revision of this section of the Constitution it was noted that Officer of Administration has a restricted definition for the University. It was felt that this description excludes many administrators for membership and needs to be broader. Gary Derr will send a list of 3 different groups: Officers of Administration, classified executive staff, and non-classified executive staff, to the Board for consideration for membership. Mara Saule offered to work with Human Resources to review the 3 categories of administrators, optimally from the current list, for possible membership in the organization. In the revised Constitution the term administrative officer could be used in agreement with Human Resources for those who have been fulltime members of UVM and eligible for retirement. Optimally Human Resources would send a list of these candidate retirees to RFAO monthly or quarterly as they retire for inclusion in RFAO membership.
 - III. It was suggested that "and the University Community" be added at the end of Article 1.
 - IV. With regard to revision of Article 2 of the Constitution, it was recommended that staggered terms be removed, that *ex officio* appointments be for 2 years consistent with other Board terms, that the editor of the HERMES newsletter be eliminated since the position has not been filled for several years, and "such senate representatives" be removed.

- V. In Article 3, the time for nominations for officers and board members should be changed to 2 weeks. The election results would be announced at the business meeting.
- VI. It was felt that Articles 2 and 3 could be consolidated.
- VII. Article 4: the annual business meeting and associated elections----when, where, how?

Chair Gurdon noted that the last General Meeting was on September 19, 2019. At that time officers were elected for 2-year terms (Michael Gurdon, president; Beth Mintz and Jeanine Carr, co-vice-presidents, Richard Branda, secretary-treasurer). Board members (Mary Jane Dickerson, Alan Gotlieb, Steve Cutler, Lee Thompson, and Fred Curran) also were elected for 2-year terms, which were intended to be staggered. Jack McCormack was elected as Past-President *ex officio* for 2 years. Currently there is no term limit for other *ex officio* members.

- a. There was a discussion of what is an appropriate quorum for business meetings and how it can be quantitated if the meeting is virtual.
 - b. Since the last annual or business meeting was 2 years ago, another meeting needs to be planned to get closer to matching what our governing laws stipulate. October or November, 2021, was suggested. Various venues were discussed including Waterman lounge, Davis Center (which would require substantial A-V support) or virtually on ZOOM (not TEAMS). Another time for a future meeting might be after the President's Luncheon in August.
- VIII. Article 8 regarding dues should be dropped.
- c. The process of updating our website. Chair Gurdon asked board members to look at the website and suggest changes for a future discussion.
 - d. Other news.
 - i. A webinar was recorded 3 months ago, during the second meeting with BC/BS. Unfortunately it has not been received by RFAO. Chair Gurdon contacted Ingrid Temer and Pam Getsie who stated that the webinar release has been delayed to allow for editing out personal information. Given the considerable delay it may no longer be useful to our members, which is disappointing.
 - ii. Simeon Ananou at our May 19, 2021, meeting said that he would follow up on issues of importance to our members, namely VPN software and registrar access for student grades needed for letters of recommendation and for financial information for reporting. However there has been no acknowledgement or response.
 - iii. Greg Paradiso reported that a vision care plan will be offered to retirees as of January 1, 2022. It would be administered by a national organization rather than UVM. It would offer one eye exam annually, prescription glasses, and contact lenses. Alan Gotlieb stated that there is some vision care coverage in the current BC/BS policy but it is difficult to access without a special form. The Board requested that Human Resources communicate with all retirees when the vision care coverage situation is clarified.
 - e. The Board thanked Chair Gurdon for organizing the President's Luncheon.

The meeting was adjourned at 4:16pm

The next meeting is scheduled for: **September 15, 2021 at 2pm.**

Respectfully submitted, Richard Branda