

HOUSTON BAPTIST UNIVERSITY RETIREES' ASSOCIATION

MINUTES OF THE ADMINISTRATIVE BOARD MEETING

March 19, 2013

HINTON 300

10:30 AM

Attendees included Mary Ellen Spore, Candace Desrosiers, Daton Dodson, Becky Greer, Jennie Hedger, Ann Owen, Ken Rogers, Shari Wescott and Ruth Ann Williamson.

Mary Ellen Spore called the meeting to order and Ruth Ann Williamson opened with a prayer. Mary Ellen welcomed Ann Owen as the new Hospitality Officer.

OLD BUSINESS

Mary Ellen Spore reported that the Retirees' Association has purchased a table for the University Celebration Dinner. The Dinner will be held on April 19th this year at 5:15 p.m. Candace Desrosiers reported that the dinner was a time to celebrate the University achievements, individual awards to faculty/staff and also to recognize new retirees. There are four more places at the table and if anyone else can attend please contact Mary Ellen. The new retirees for this year are Bobby Kropf, Michael Bordelon, and Pat Young.

Ruth Ann Williamson suggestions for program speakers for the 2013-2014 year were as follows: Dr. Don Looser, Dr. Reynolds for October, Dr. Nancy Pierce and Inez Anido. Discussion followed.

Ken Rogers made the motion to switch to all luncheon meetings for next year. It was seconded by Ruth Ann Williamson and the motion was passed. The next meeting for this year will be on April 26, 2013 at 5:30 p.m. The speakers will be Dr. Robert Sloan, President, and football coach, Vic Shealy.

NEW BUSINESS

The date for the next Executive meeting will be on June 25th 2013, at 10:30 a.m.

A new procedure for payment of invoices and approval of expenses has been put in place. The motion to set the new procedures was made by Shari Wescott and seconded by Ann Owen and the motion was approved. The new procedure is as follows: The following expenses are considered to be a normal part of the operation of the HBU Retirees' Association:

Payment of invoices for meals to Aramark

Funding of honoraria for guest speakers

Funding of memorial books for deceased members and/or close relatives

Purchase of table for University Celebration Dinner in April

Purchase of supplies for officers – envelopes, labels, notebooks, greeting cards, etc.

Cost of mailings – HBU mailroom or postage stamps

Transfer of funds from the Retirees' Association to other departments within the University will be initiated by the Treasurer.

Request for reimbursement for purchase of supplies by officers must be accompanied by a receipt. The Treasurer will fill out a check request to be approved by Loree Watson in the Business Office.

Approval for other expenses must be given by the Chair or the Administrative Board.

Mary Ellen Spore called for a discussion concerning the long held idea that the Retirees' Association could "pay it forward" to support the University with the funds that the association has received from members. Other associations and guilds fund several projects. Six opportunities for funding University projects have been proposed:

1. HBU School of Music Spring Concert on April 20, 2013.
2. Shadowing Program New Student Live initiative designed to help students understand their calling.
3. Retirees' Association Scholarship.
4. Student Success Center – Retention program

5. Football Lockers

6. Signage for Brown Complex

There followed a lengthy discussion on the pros and cons of each project. There is \$6,478.00 in the Retirees' account. Ann Owen made the motion to eliminate some of the choices and Shari Wescott seconded the motion and it was accepted. The motion was accepted by the Board. It was decided to eliminate numbers 1, 2, and 5. Ken Rogers made the motion to announce the choices at the April general meeting and seek approval for an amount of \$1,000 to \$3,000 from the attendees and it was seconded by Shari Wescott. The motion was approved. Candace Desrosiers suggested that the persons interested in the projects, Meghan Hillard with the Student Success Center, Ken Rogers with Scholarships and Ruth Ann Williamson Signage to report to the Executive Board at the next meeting in June for a decision.

Jeannie Hedger made the motion to set the October meeting with Dr. Reynolds on October 18th at 11:30 a.m. Ann Owen seconded the motion. The motion carried.

OFFICER REPORTS

The motion to accept the minutes from the January 15th board meeting was made by Ruth Ann Williamson and seconded by Daton Dodson.

Treasurer, Ken Rogers reported that there was \$6,478 in the Association's account and \$697.50 in the University account.

Historian, Ed Best was not in attendance

Membership Officer, Shari Westcott reported that Nan Donahue was updating the directory and it should be ready soon.

Hospitality Officer, Ann Owen sent cards to Sadie Hodo, Becky Greer, and Rhonda Furr, whose father passed away recently. It was announced that Beverley Sutton had died in December.

Assistant Chair, Ruth Ann Williamson reported that Dr. Sloan has requested that he not be given an honorarium for his report of the "Ten Pillars" at the next meeting. It was noted that the Retirees' Association had given him books in the past for his speaking engagements. Ruth Ann Williamson made the motion to instead give the \$150 honorarium to the new football program. Jennie Hedger seconded the motion. It was approved.

Member-at-Large, Jennie Hedger reported on the Book Club meeting reviewing the book "Before I Go to Sleep", by F. J. Watson. The next meeting will be on May 16, 2013 and Jennie Hedger will be the facilitator for the book "Daughter of Time" by Josephine Tey. Everyone was encouraged to come.

Member-at-Large, Daton Dodson was acknowledged and welcomed to the Board. Mary Ellen Spore thanked Dr. Dodson for his input and observations and the Board is glad that he is able to fill the position.

University Liaison, Candace Desrosiers reported there was a choice for the dinner menu and it was decided to have one half one chicken dish and one half another spicier chicken dish. Mary Ellen Spore commended Candace on the last luncheon. Candace also announced that the Rex Flemming Players were doing the "The Lion, The Witch and The Wardrobe" in Dunham Theater on April 5, 2013 at 6:30 p.m. and the cost is \$5.00.

University Liaison, Loree Watson was not in attendance.

The meeting was adjourned. Respectfully submitted Becky Greer