

## **Retired Faculty and Staff Association Board Meeting**

Virtual Meeting

February 17, 2021

### **Minutes**

The meeting was called to order by President Bill Kellogg at 10:02 a.m.

Board members present: Bill Kellogg (President), Jim Murphy (Vice President), Gail Simmons (Treasurer), Carolyn Jones (Secretary), Elaine Ramos Doyle (Newsletter Editor), Laura Dimmitt (Scholarship Chairperson), Kathy Mastako (Membership Recruitment Facilitator), Don Morris (Membership Enhancement Chairperson) and Joe Grimes (Past President)

Board members excused: Dana Azevedo (Facilitator of Special Events) and Jenny Heckendorf (University Development and Alumni Engagement Liaison)

The minutes of the January 20, 2021 Board Meeting were approved.

The Association has an email account: [RFSA@calpoly.edu](mailto:RFSA@calpoly.edu). Gail Simmons, Kathy Mastako, Elaine Ramos Doyle and Joe Grimes will have access to the password. Joe will provide troubleshooting and change the password next year.

Paypal and Venmo accounts. This topic was tabled until the next Board meeting.

**Membership Recruitment.** Kathy Mastako has sent out 50 letters to recently retired faculty. She suggested sending a reminder to those members whose dues have lapsed.

**Coffee Hour Hosting.** Joe shared a survey he has developed to assess an interest in a Coffee Hour to provide another platform for communication among retired faculty and staff. The survey will be emailed to retired faculty and staff.

**Winter Quarter Program Update and Planning.** (February 18, 2:00-3:15 p.m.) Bill and Jim

PART I - Bill will make introductions and then Jim will steer the program. Presenters Katelyn Mazer—SLO County Health Agency's Public Information Team member, Dr. Keith Humphrey—Vice President for Student Affairs and Dr. Aydin Nazmi—Faculty and member of the Cal Poly COVID-19 task force have been asked to speak for 10-15 minutes. A question and answer session will be facilitated by Jim Murphy including questions already submitted and approved and any additional questions that come up during the chat at the end of all presentations.

PART II - Vote on bylaws changes

- A. Life membership shall pass to the surviving spouse upon death of the life member.
- B. Retired faculty and/or staff in the same family shall pay annual of life membership dues separately.

The participants will then be assigned to breakout rooms hosted by Board members Dana, Gail, Kathy and Laura; backup Joe and Bill.

**Spring Quarter Program Suggestions.** Jim Murphy

- Instructional challenges with Zoom
- Cal Poly's Aeronautical Engineering Department's recent involvement in space
- Overview of the Frost donation complex by Phil Bailey

**Spring Quarter Newsletter Update.** Elaine asked that articles for the next newsletter be submitted to her by March 19.

Next Board meeting will be held on Thursday, April 1, 10-11:30 a.m.

President Bill Kellogg adjourned the meeting at 11:00 a.m.

Carolyn Jones  
Secretary