

## UPMA RETIRED EXECUTIVE BOARD MEETING

Monday, November 16-17, 2021  
Hilton Garden Inn, Southaven MS

President Mandy Heslep –Whitten called the meeting to order at 8:38 am. Invocation was given by Past President Rodney Boland. Pledge was led by Charley Peters. Secretary Deena Frakes called roll. Those present were President Mandy Heslep –Whitten, Vice President Rodney Boland, Treasurer Anita Pfiefer, Secretary Deena Frakes, and Past President Rodney Boland. Guests attending are Jackie Gurr, Bill Tierney and Sheila Scaddan.

The agenda was approved.

Motion was made to accept the minutes. Adopted.

Jackie Gurr, Audit Committee Chair reported that no discrepancies in the financials were found and the detailed records made the job easy. Motion and second to approve the audit. Adopted. Copy on file.

Charley Peters gave the financial report. Income was \$10,000 under projection and expenses were \$21,000 under projection. Checking account has \$135,008.34, savings account has \$193.05, and cds are \$375,871.12 for a total of \$511,072.51.

Committee advisors were assigned. They are Rodney Boland for membership, Charley and Anita for Scholarship, and Deena for Legislative.

Discussion was about appointing an Associate Member Representative. It needs to be done to follow the Bylaws. The Board will work on finding someone to fill the position.

The annual Steak Out is in Florida on January 28 & 29, 2022. Motion to reimburse up to \$600 for Board members to attend was made and seconded. Adopted. Each one will make his own arrangements and submit a voucher with receipts.

Legislative Summit will be held February 13-16, 2022. Motion and second were made for the Board to arrive on Friday and attend the UPMA National Board meeting on Saturday. Room expenses will be paid starting on Saturday. Adopted.

SOC will be in Concord NC on October 13-15, 2022. The Board is already registered at the lowest rate and Anita will make room reservations, % back card on visa. The visa should be a blue card.

UPMA Retired bank accounts with Signature Credit Union were updated with the current Board's information.

Membership: Training in St. Louis MO will be January 15, 2022. The UPMA Retired Board and Membership committee will go, and Anita will secure arrangements with Gerri.

Membership will be a priority focus in the coming year. We will design a card describing benefits of being a UPMA Retired member to be sent to prospective members, and UPMA President Edmund told Mandy that they would pay for the printing. As of November 2, 2021, we have 8136 Retired members and 2004 Associate members. It would be to our advantage to get "cash pay" members to convert to dues deduct. Rodney will write an article addressing that subject.

Directory: discussion was about whether to print a 2022 directory. Mandy will contact Signature and APCU Credit Unions about advertising in a web-based directory that can be printed by those who want it.

Veterans Project: Eva Finley and Keith Miner would like for Retirees to sponsor a project to collect hats, scarves, gloves etc to donate to veterans called "Dress the Vet." Motion & second were adopted to authorize them to proceed with the project.

Scholarship: The raffle to raise funds will continue in 2022 with a donated quilt and two room nights and registration to Denver National Convention. Motion for those expenses to come out of general fund was seconded. Adopted. New fundraising ideas were discussed. Deena submitted a Scholarship Bylaws change to be considered at the next Executive Board Meeting. Copy attached.

National Convention: We have a great Hospitality Room and meeting room assigned to UPMA Retired in St. Louis. The food portion of the room will be done by the Hospitality Committee. A motion and second to pay for two room nights and allow the vender who volunteered to furnish supplies and host the bar in 2022. Adopted.

Voting at National Convention: This year we will use a precinct model for voting. The polls will be open during specified times in a room separate from our meeting. Badges will be verified before entering room or given a ballot.

Meeting was adjourned to 8:30 am Wednesday morning.

November 17, 2021, meeting was reconvened at 8:53 a.m.

There will be a membership meeting January 15, 2022 in St Louis. Motion and second were to reimburse the Executive Board and Membership Committee for transportation to attend. It was understood that UPMA will pay for room and 3 meals. UPMA Retired Membership Committee will have a Zoom meeting tomorrow to begin making plans.

A Legislative telecom is scheduled for this evening & the UPMA Retired Legislative Committee was notified. Pauline Colamatteo has been appointed to replace Mike O'Brien on the committee.

Review Fiscal Policy: Motion was made and seconded to add as number 7 "The UPMA Retired President has the authority to approve spending, not to exceed \$1000, for unforeseen occurrences," to renumber thereafter, and add to Section 8a "Voucher and required documentation must be submitted within 30 days of occurrence. Vouchers over 30 days must have explanation for tardiness attached and submitted through the National President to the Executive Board for approval. Vouchers over one year will be denied." Adopted. Copy attached.

"The Audit Committee shall receive reimbursement of actual expenses to include per diem for conducting the annual audit" was decided that it should be added to the Payment Schedule instead of Fiscal Policy.

Review Standing Rules: Motion to change Rule 5 to remove the word "only" and replace the word on with "no sooner than" and add "the" before UPMA Retired was seconded. Adopted. Motion and second to replace Rule 5 with the exact wording in UPMA Retired National Election Policy #2 so they will be identical. Adopted. Copy attached.

Payment Schedule: Since our income is decreasing with fewer members the Board is being proactive in decreasing expenditures. Motion to change Payment Schedule as discussed was seconded. These changes will be a savings of at least \$5,000 per year. Adopted. Copy attached.

Motion and second to change #6 in Fiscal Policy to read Past UPMA Retired National Presidents (except the Immediate Past President who is still serving on the Executive Board) Honorarium as specified in the UPMA Retired Payment Schedule. Adopted.

A change to rename 8b in Fiscal Policy to Transportation was moved and seconded. Adopted.

It was reported that \$17,587 was spent for the Executive Board to attend state conventions in 2021.

Committee Position Descriptions: Motion was made and seconded to update Committee Position Descriptions as discussed and make ones for Treasurer and Past President positions. Adopted.

UPMA Retired should be keeping a historical record of the organization's minutes and financials electronically. Anita will purchase an external hard drive for storage.

Motion to adjourn was made and seconded at 4:10 p.m. Adopted.

Deena Frakes  
UPMA Retired Secretary