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**James Madison University Staff Emeriti Association**

**Minutes – January 14, 2020** (9:00 am, Wine Price Building, Conf. Rm 3030)

**Attendees:** Tina Updike, Jane Beach, Rosemary Brenner, Norma Burkholder, Alma Hale-Cooper, Gail May, Barbara Monger, Louise White, Milla Sue Wisecarver and Kathy Sarver.

**Approval of Minutes from October 15, 2019 meeting.**

Minutes from the meeting on October 15, 2019 were unanimously approved. These will be posted to the SEA website.

**Staff Emeriti membership**:

New members since last meeting:

Vickie Elyard

Janice Garrison

Joyce Conley

Enid “Edie” Swartz

Becky Hinkle: newest member as of 1/13/20

New staff emeriti retirees in the coming months; “Welcome” packets will be mailed closer to their retirement dates:

Esther Nizer: 1/24

Kathleen Pantaleo: 2/24

Lowell Brent Miller: 3/24

Robert Shanholtz: 3/24

Aldine Cubbage: 3/24

Thank you, Kathy Sarver, for requesting a database search of staff emeriti, so we can cross-check with existing membership list. Tina also requested a current membership list from Tiffany French in HR to make sure we are all up to date on all staff emeriti.

An email to SEA members on bookstore discounts (15% general purchases, 6-8% computer purchase) and a listing of other SEA benefits was sent in November. Also luncheon dates for the first 6 months in 2020 were included with the December invitation.

**Increase awareness:**

All updates to our SEA website are now being handled by Amanda Thomas, Asst. to the HR Director. She is pursuing posting our new brochure in the “About SEA” section. There is an issue with viewing pictures in our Photo Gallery. Tina requested everyone look at the SEA website and try to access the Photo Gallery. Forward that information (type of device, browser used, view photos) to her.

Madison Magazine has published our article in the Winter issue on page 59. It describes our recent activities with photos from the August D-Hall tour and the July dinner at Jalapeno Southwest Grill. The copy for the Spring/Summer issue will be due in early February. It was decided to highlight our volunteer activity at the JMU Retirement Fair and our Holiday luncheon.

The SEA brochure was revised, and 500 copies printed. The new brochures were distributed at the October 30th Retirement Fair and handed out to members attending the December luncheon.

Tiffany French in HR prepared our semi-annual email to 484 JMU supervisors, which was sent on November 15th. It included a link to the new SEA brochure. The committee decided not to do a physical mailing of the letter and new brochure, as the email version does seem to be effective.

Tina will work on the 2019 Annual Report and circulate a draft to the committee. Once approved, she will send it to Chuck Flick, HR Director for distribution to the Senior administrators.

**Volunteer activity:**

The SEA staffed an information table at the JMU Retirement Fair event on Wednesday Oct. 30, from 9 am-4:30 pm at the Festival. Steering committee members and other SEA members shared shifts. Many soon-to-be retirees came to the table and new brochures were distributed. At the noontime panel discussion, both the SEA and FEA were mentioned as ways a retiree can stay connected to JMU and former colleagues.

It was decided that for 2020 we will continue to volunteer at CHOICES, Employee Appreciation Day, and the Retirement Fair.

**Membership development:**

Luncheons have been well attended (November Lunch and tour of Wilson Hall, 24 at lunch and 23 for tour; December at Village Inn, 29 attendees). For the year, we had 192 attendees total; average of 16 per event with the last 5 months averaging 19 per event. We average around 3 guests per event. Our highest attendance occurred with the President Alger address and our Holiday lunch. We are expecting 23 for today’s lunch (Jan. 14) at Taste of Thai.

Upcoming luncheon schedule (subject to change):

\* Wednesday, February 12, 11:30 a.m., lunch at Rocktown Kitchen. Hoping for a bigger turnout than last year.

\* Thursday, March 12, 11:30 a.m. lunch at Wood Grill Buffet, followed by a guided tour of Jennings Hall on the JMU campus.

\* Friday April 3, 11:30 a.m. lunch at Romano’s Italian Bistro in McGaheysville. New venue to try, they have a separate room.

\* Wednesday, May 27, annual address by President Alger; luncheon at Montpelier Room in E-Hall. Donna Burch informed Tina that Pres. Alger will speak to the Emeriti groups every other year on a rotating basis. That means our next one will be 2022. On the off years, perhaps another senior administrator can come speak. HR will fund this lunch. We will need to work with catering and HR in February to finalize the menu. Need to stay within the JMU per diem amount.

\* Tuesday, June 9, 11:30 a.m. lunch at TBA. We could combine June and July together. Tours at JMU need to be done in the summer. Could pursue going to the Wildlife Center of VA with a JMU shuttle bus. Kathy let us know the Mineral Museum will be opening an exhibition in Festival at the end of April.

The President’s Office contacted Tina for a list of current SEA members with their email addresses, so they can be invited to the Madison Vision series event on February 6 in Wilson Hall. Three Fortune 500 CEO’s who are female JMU alumni will be speaking.

**Other Business:** The current Steering Committee will remain for 2020. We will cultivate new members for 2021. We will continue to work on our current goals for 2020.

**Next Meeting:**

Tuesday, February 25, 2020 at 9:00 a.m. in the Wine Price Bldg., conf. room 3030.