



James Madison University Staff Emeriti Association

Minutes – April 10, 2018 (9:00 am, Wine Price Building, Conference Rm 3030)

Attendees: Tina Updike, Jane Beach, Alma Hale-Cooper, Milla Sue Wisecarver, Kathy Sarver and Lisa Hajdasz

- **Approval of Minutes from February 13, 2018 meeting.**
 - Minutes from the meeting on February 13, 2018 were unanimously approved. These will be posted to the SEA website.

- **Staff Emeriti membership (Lisa and Tina): any new members; update from Call Center activity securing permissions to contact from the membership; new mailing of response card; use of Staff Emeriti email address for membership contact with Steering Committee access to Inbox; update on SharePoint site.**
 - Lisa reported that there are 4 new members. She will distribute those names to the committee.
 - Tina gave an update on the successful call center telethon.
 - A mailing was put together to update SEA members' contact information, receive permission to contact, and to also update preferences. The response card used in the Welcome packets was also updated to include the contact permission.
 - Lisa will follow up with Diane regarding the Staff Emeriti inbox and report back to committee at the next meeting.
 - Lisa will find out if SEA committee members can have access to the N-drive to post secure documents.

- **Goal #3: Increase awareness: (Lisa and Tina): updates to website; update on Madison Magazine articles; update on discussion with Tiffany French re. SEA and retiree sessions**
 - Events have been posted to the SEA website and Tina has sent pictures from recent events to Lisa to be uploaded.
 - Kathy confirmed that the SEA article will be included in the upcoming Madison Magazine. Lisa has reached out to Carolyn Windmiller and Jan Gillis to get the deadline for the next issue.
 - Tina gave an update on her conversations with Tiffany French, Retirement Specialist, JMU Human Resources. Tiffany is working with Andrea Kiser, HR Consulting Services to distribute information about Staff Emeriti as a way to

recognize retiring employees. The recommendation information will be shared via a monthly tips email as well as being incorporated as part of supervisor training.

- Kathy suggested resending an email to supervisors the last week of April as a reminder of the process.

- **Goal #1: Membership development: (Milla Sue and Jane): update on once a month SEA luncheon program; (Tina and Lisa) plans for May 9th lunch and President Alger presentation; (Lisa) event idea from Judy Cohen in the Center for Global Engagement; (all members) other activity ideas and how to create/appoint a Program Committee.**
 - Jane and Milla Sue reported on the lunch series.
 - The first lunch, scheduled for Union Station, had 25 people sign up, but had to be rescheduled due to weather; 20 people attended on March 19th. There are 18 members signed up for the April 10th lunch at O'Neill's Grill.
 - Jane and Milla Sue have developed a sign in sheet to list name, contact permission, department. Milla Sue has reached out to the Faculty Emeriti Association to see what they do and what has been successful.
 - Milla Sue brought up a suggestion to use the lunches to raise funds for a worthy cause. Due to several concerns, the Committee suggested waiting until the lunch series is more established before evaluating the idea further.
 - Lisa and Tina reported on the plans for the May 9th lunch with Pres. Alger to be held in the Montpelier room at the East campus dining hall.
 - Lisa circulated a draft of the email invitation. It was approved by the after a few edits. Lisa will email it to all SEA members this afternoon.
 - The menu for the sit-down, served luncheon was approved.
 - The cost is \$12 per person, guests welcome. Members are requested to mail a check to HR, made payable to JMU by May 1st.
 - A follow-up email will be sent April 25th.
 - Kathy donated a box of JMU items to raffle off at the SEA luncheons. She will get raffle tickets from Glen's for this purpose.
 - Judy Cohen, Center for Global Engagement, offered to assist in setting up a discussion with a local artist who helped develop the mural wall outside CGE.
 - Lisa will reach out to Judy to inquire about possible dates for the event.

- **Goal #2: Volunteer activity: (Tina): update on CHOICES event April 6th; information table at Employee Appreciation Day May 10th; (Kathy) idea for SEA vinyl clings for cars; create SEA T-shirts/hats for sale to members**
 - Tina, Mike and Alma manned a table for the CHOICES event on Friday April 6.
 - SEA will have an informational table at Employee Appreciation Day May 10th from 11:00am-2:00pm in the Festival.
 - Kathy suggested the possibility of ordering window clings that Staff Emeriti could display in their windows. The clings would be sent out with the Welcome packets.
 - Lisa will touch-base with Daniels to see what the cost would be.

- **Next Meeting: June 06, 2018 at 9:00-10:00am** in the Wine Price, Room 3030