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**James Madison University Staff Emeriti Association**

**Minutes – May 10, 2022** (10:30 am, Wine Price Building, Conf. Rm 3030)

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

**Approval of Minutes from March 29, 2022 meeting.**

Minutes from the meeting on March 29, 2022 were unanimously approved. These will be posted to the SEA website.

**Staff Emeriti membership**:

* **Member Update:** 1 new retiree received staff emeriti status since our last meeting, so there are 11 new members total in 2022.
* Louise and Milla Sue cross checked for errors in the SEA Excel spreadsheet and the Outlook Exchange address book. Both are correct and up to date.
* **JMU email:** Unused SEA e-ID accounts will be deleted this summer. IT sent Tina the list of those SEA accounts. Deleted account names will still be listed in the JMU online directory.
* **Athletics ticketing:** Athletics ticketing should be able to have SEA members use a non-JMU email address to request tickets for Faculty/Staff Appreciation sports events. Kathy will be in touch with the new point person in Athletics about this.

**Increase awareness:**

* Updates to website have been sent to HR's Amanda Thomas, including updated minutes; State of the University luncheon; rescheduling of Mineral Museum tour and luncheon at Vito's.
* Staff Retiree event is scheduled for Tuesday, June 7, 8 - 10:30 am in Festival. All members of Steering Committee are invited, and most will attend. In the period 2019-21, there are 91 new staff emeriti. Tina will ask HR to share the RSVP list. Tina, Milla Sue and Kathy can then connect with emeriti at the event and have SEA information cards completed, if needed.
* Follow up with Robin Bryan re. campus directory. Those not using JMU email (72 people) will have their eID disabled, but they will remain listed in the JMU directory. Most of the 72 in our SEA database have alternative email addresses.

**Volunteer activity:**

* CHOICES 2022, Friday, April 1st. Volunteers braved the cold to staff an outdoor table.
* Employee Appreciation Day is Thursday, May 19, 9 am-3 pm. SEA was not invited to participate, and the Community Service Fair at the event has no JMU organizations. Due to the late notice and the other SEA initiatives to publicize the SEA (including SEA participation in the annual retirement fair when it resumes), SEA will not pursue staffing a table at the event.

**• HR and SEA:**

* Tina met with members of HR Benefits Team. SEA will take over maintaining the SEA database. Information cards for new SEA members will continue to be returned to HR, then scanned and sent to SEA.
* There are occasional requests by AP staff to be included in the SEA membership.

**Membership development:**

* April 19 lunch at Cross Keys Vineyard, 18 attended with 5 last-minute cancellations.
* May 26 luncheon: President Alger had to cancel due to an invitation to an overseas event. Speakers will be Chief of Staff Mike Davis and Vice-President of Student Affairs Dr. Tim Miller. Menu has been finalized, room is reserved from 10 am-2 pm, lunch 11:30-2 pm. First invitation to be sent May 11, reminder invitation May 17, deadline for RSVP May 20, final number to catering May 23. Steering committee members will arrive around 11 am to assist with name tags, directing guests to event, handling door prize tickets, etc. Addresses will begin at 11:45. JMU Marketing will be contacted to provide a photographer. Jane Beach and Kathy will help source door prizes.
* June 8 is date for rescheduled tour of Mineral Museum and lunch at Vito’s that was cancelled due to snow on March 12. First invitation to be sent May 23, reminder invitation May 31, deadline for RSVP June 3.
* Future events (tours of Paul Jennings Hall, College of Business building, Atlantic Union Bank Center, luncheons) will be discussed at next Steering Committee meeting. Parking Services has provided information to assist with scheduling events when there is sufficient parking available.
* Kathy: When she has information (e.g., parttime employment opportunity for athletics events staff), it was agreed she should continue to forward that to us for consideration of sharing with the SEA membership.

Tentative dates for future luncheons/tours:Thu July 14, Fri Aug 12.

**Next Meeting:**

* **Tuesday June 14, 10:30 a.m.** Wine Price conference room 3030.