

ATTACHMENT #1

RETIRED EMPLOYEES ASSOCIATION OF VENTURA COUNTY (REAVC)

Minutes of the Board of Directors Meeting for

June 14, 2022

Members of the Board met at Director Shirk's Residence

- ***Call to Order and Roll Call***

President Reddy Pakala called the meeting to order at 12:08 p.m. Reddy announced that a quorum was expected later in the meeting. Shortly afterwards, Will Hoag arrived at approximately 12:10 to constitute a quorum.

Present

Board Members: Butch Britt, Ken Cozzens, Anne Dana, Art Goulet, Will Hoag, Reddy Pakala, Cindy Schneider, and Kelly Shirk.

Absent

Maryellen Benedetto, Colleen Bruns, Paul Callaway, Roberta Griego, Colleen House, Tom McEachern, Jacquie Richardson, and Nancy Settle.

- **Minutes**

April 5, 2022 Minutes for a Regular Meeting – Art Goulet suggested a correction of Item 3 on page 2 of the Minutes. The item will be corrected to read Four, rather than Three, Board members volunteered to have meetings at their homes.

Ken Cozzens moved and Cindy Schneider seconded approval of minutes from April 5, 2022 Board Meeting, as revised. Unanimous approval with amendments.

May 9, 2022 Minutes for a Special Board Meeting – Cindy Schneider asked how the \$10,000 scholarship amount was revised to \$12,000. Reddy Pakala shared that during discussion of budget reserves, the Board determined that \$30,000 should be set aside for use in the event of litigation, \$25,000 for cash flow, and \$5,000 for contingency funds. Also, a maximum of \$12,000 was designated for scholarships at that time.

Will Hoag commented about costs for the virtual conference. He indicated that although he said \$16,000 at the May meeting, costs are closer to \$19,000. Reddy indicated that Nancy Settle had sent an email that also supported costs are expected to be higher than \$16,000.

Anne Dana moved and Cindy Schneider seconded approval of minutes from May 9, 2022 Special Board meeting. 7 Yeas, 1 Abstention by Art Goulet due to absence

- **Financial Reports**

Butch Britt advised that some of the numbers were estimated due to a lot of activity related to the luncheon. Butch Britt recommended that the attached financial report and audit report checklist be received and filed by the Board. President Pakala thanked Butch for causing

substantial savings by starting the practice of Board Members hosting Board Meetings at their homes. Board Members expressed appreciation for Kelly Shirk hosting the June Meeting.

Reddy Pakala asked Butch Britt whether he thought expenses for newsletters and luncheons might cost more than currently budgeted due to ever increasing costs. Butch indicated that food costs are higher and vendors must pass on price hikes, as a result. However, Butch had already factored this into the budget. Anne Dana mentioned the fund balance seemed sufficient since there are only two luncheons left.

Butch also indicated that costs for newsletters are largely due to number of pages printed and number of letters sent. He said Dee is keeping the page number fairly tight, which helps.

Butch shared that all scholarship checks were issued and mailed to those who were unable to attend the luncheon. Four had already been cashed. Board Member Shirk reported that her granddaughter was thrilled to be a recipient. President Pakala commended Butch on his efficiency.

Ken Cozzens briefly reviewed the successful audit. Everything was as expected and Cindy did a great job. The Financial and Audit Reports were received and filed.

- **September Luncheon Status**

Anne Dana discussed the contract renewal with Sterling Hills. Luncheon costs rose over 25% and a \$500 event fee was added, which Anne negotiated down to \$195. The Board discussed food costs, possible luncheon venue changes, speakers, and notification of members who do not show up for luncheons. After much discussion, the Board decided to keep Sterling Hills as the REAVC luncheon venue for this calendar year.

Anne shared that over the past 4 luncheons there were 115 no-shows and/or cancelations with short notice. This amounts to approximately 29 per luncheon. The frequency breakdown per attendee was: 96 missed once; 7 missed twice, 1 missed three times, and 1 missed 4 times.

Reddy Pakala said that this was a cost of \$1,150 to members and \$3,896 to REAVC. Reddy said Nancy had suggested notifying members. He said he would draft a letter for Board review that could be sent out to specific members to educate them about the impacts of missing luncheons and the consequences of doing so in the future.

Some of the Board also suggested that members should lose the ability to make reservations if they miss multiple luncheons without adequate notice.

Anne suggested that the Board consider providing exemptions for people who miss a luncheon because they are ill. She also said she planned to contact those who missed the luncheon multiple times to find out why.

A discussion ensued about charging full cost for missed luncheons and requiring members to pay outstanding balances on luncheons prior to being eligible to attend future luncheons.

It was suggested that the luncheon update in the newsletter include information regarding the cost impacts of the late cancellations and no-shows, without identifying specific costs.

Anne discussed speakers for future luncheons. She mentioned that Roberta Griego asked to bring a speaker from NAMI to the September luncheon. Anne also said that Tom had suggested a speaker. Ken reminded Anne that another option discussed previously was his son who provides assistance to first responders through an organization called Four Generations. Carolers were suggested as a possibility for the Christmas luncheon. The Board indicated that it is a good idea not to have speakers at the Christmas luncheon so that members can enjoy talking to one another. President Pakala thanked Anne for her hard work on tabulating the luncheon results.

- **President's Report**

Reddy Pakala reported on results of volunteering to check on the returned mail issue with the United States Postal Service.

Reddy began research in Moorpark, was redirected to the regional USPS, and two and a half months after beginning repeated contacts with the USPS, was contacted by the National Coordinator. The NC told him that an ancillary service endorsement was required to help get changed addresses, and to return undeliverable mail. This could be used to update the mailing database.

The cost of a manual request is 67 cents per letter, while an electronic one is 16 cents. Reddy shared this information with Kelly Shirk and Butch Britt because both have contacts who can provide information. Cindy noted that there would be a cost outlay with the first mail out, but that we would be able to remove bad addresses from our mailing list moving forward. Also, at the beginning of next year we are moving toward emailing most of the newsletters in lieu of US mail. Reddy indicated that this item would return in the future once more information is available.

- **Committee Reports**

Retirement Board/Legislation-Board Member Goulet shared that the Retirement system is essentially back to normal, but with a hybrid workforce. Staff works out of the office a certain number of days per week. They have done a great job keeping everything working during the pandemic. The Administrator is still traveling back and forth between California and Oklahoma to care for her husband. She has managed her duties well in spite of this.

VCERA will change its meeting software to Prime Gov which is useful for offsite meeting attendance. Emergency legislation was put in place during the pandemic to allow remote attendance. A quorum must be in attendance at the meeting place, so everyone cannot attend remotely. Roll call votes are required on every vote, which lengthens meeting time. However, a nice feature of Prime Gov is that it posts votes cast and by whom.

Retirement funds are at \$7.3 billion, which is down a bit from last year. The County's Bill to make flexible benefit allowances pensionable is currently inactive. Some agencies negotiated retirement items into MOUs, but it was determined that only retirement systems have the authority to declare whether items are pensionable, not employers.

Some employers have erred in determining pensionable items. Pensions may be reduced as a result. However, employers will be penalized by being required to pay employees the difference.

STRS and 1937 Act Pensions have had a lot of items disallowed.

The end of a two-year legislative session is nearing. Legislators are out of session June 30th and return a month later. All items must be completed because there will be no carryovers.

Associate Members-Board Member not present.

Benefits-Board Member Shirk informed the Board that the County has not held Benefits meetings since last year. No update will be available until meetings reconvene.

Communications-Board Member Hoag shared that communication by telephone is less than when there was a voice mail box. There are actually very few calls. Reddy asked if there were any calls or emails about discontinuation of mailing newsletters. Will indicated there was one member. Reddy said to discuss it in Old Business.

Audit Committee-This item was covered earlier on the agenda.

CRCEA-Will indicated that he could not attend the meeting so he did not have anything to report. Jacqui attended the CRCEA meeting. More information may be provided in the future.

Newsletter- Executive Assistant Emami indicated that the newsletter was in progress but some articles were not yet received. Anne Dana will submit an article that mentions the luncheon attendance issues. Art Goulet submitted his article from the Retirement Board.

Nomination/Elections-Board Member was not present.

Program/Social-Covered in prior items. Nothing else to report.

Membership Report/Courtesy-Board Member was not present.

- **Old Business**

- **Discussion-Historical Scholarship Expenditure and Impacts on Overall Budget (Attachment #2)**

Reddy brought attention to information provided in Attachment #2. Reddy emphasized that he strongly supports the scholarship program. The Board discussed how the program has grown from \$4,000 to \$15,000. Board members suggested that luncheons honoring the scholarship winners are a great time to suggest donations. Reddy indicated that the scholarship committee should help create a budget that can be lived within during future budget building sessions. Exploration of a new selection ranking system was also suggested.

- **Discussion-Update on the Notice to Discontinue Mailing of Newsletter**

Reddy asked Will about the correspondence he received from a member about discontinuation of mailing the newsletter. Will said he only received one email but that the member wanted to immediately relinquish membership if he could no longer receive a newsletter via mail. A voicemail came from another member saying that she wanted to continue to receive her newsletter by mail if possible. Will thinks we will get more calls later. Most say that they don't have computers.

Anne received calls from a couple of people who wanted exceptions. Also, Tom Morgan asked if there was a way for him to continue to receive his newsletter via mail. Anne wanted to know who the person to determine exceptions will be. Once agreed upon, we may provide exemptions in the future newsletter.

Anne was concerned about the number of email addresses that we have and where we will get them from. Anne pointed out that we may not have email addresses for everyone by the commencement of the new year.

- **Discussion-Hosting the 2025 CRCEA Conference with Santa Barbara County**

Reddy said that Nancy is scheduling a meeting of the members of the committee. She also called the Santa Barbara President, Mark Brinkley, and Secretary, Annette Paladino. Once they meet and put together a proposal they will present it to the Board. Reddy said that Nancy found out Orange County's conference cost \$19,000.

- **Discussion-Speakers for Future Luncheon Meetings**

This item was covered during the September Luncheon update. Ken informed the Board that Food Share barrels are not gathering much food. Some members are also donating items that are close to expiration. The Executive Assistant said she will remove mention of Food Share barrels from the luncheon flyer.

- **New Business**

- **Adjournment**

The meeting was adjourned at 1:40 p.m.

- **Next Board Meeting**

The next REAVC Board meeting will be held at 11:30 a.m. on August 2, 2022, at Board Member Cozzens's home.

Respectfully submitted,



Dee Emami
REAVC Executive Assistant