

**STATE UNIVERSITIES ANNUITANTS ASSOCIATION**  
**Foundation Board of Directors**  
**Minutes for November 13, 2015**  
**Illinois State University Alumni Center**  
**Normal, IL**

**Present:** H. F. (Bill) Williamson, Chair (UIUC); Bob Radtke (SIU-C); Jan Cook (ISU); Fred Barber (SWIC); Alice Medenwald (NEIU); Jerry Lewis (JJC); Maria Dawson (ISU), and Deckle McLean (WIU). Present for the first part of the meeting were Linda Brookhart (Executive Director) and Bruce Applebee (State President).

**I. Call to Order, Introductions, and Acceptance of June 16, 2015 Meeting Minutes**

The fall meeting of the SUAA Foundation Board of Directors was called to order at about 9 a.m. by Foundation Chair H.F. (Bill) Williamson. Attendees introduced themselves. The minutes for the June 16, 2015 meeting were reviewed and a motion to approve was passed.

**II. Treasurer's Report**

Williamson distributed the Statements of Activities on behalf of Treasurer Jan Nobbe. After a brief discussion, they were accepted.

**III. Action Items**

**A. Selection of New Member-at-Large on the Executive Committee.** The Executive Committee voted to endorse the proposal in the Chair's report to appoint Alice Medenwald to this position so she would have a full two-year term. Regarding the 2014-2016 position she vacates, there was a discussion that we consider again having a position on the Foundation Executive Committee which would guarantee a link to the SUAA Executive Committee. This was the case when the Past-President was on our Committee ex officio with vote. This will be considered as a possible revision in the Constitution for next June. Jan Cook nominated Linda Branch to fill this vacancy since as SUAA Treasurer she would provide this linkage informally until next June. Jan indicated that Linda had indicated a willingness to serve. Her nomination was endorsed unanimously

**B. Procedures for Providing Emergency Assistance to SUAA Members.** The discussion considered the information in the three page packet prepared for the meeting. In particular, we discussed the following suggestions regarding the content of our final Packet::

- First we need to make changes to reflect the information we have learned about the tax implications. For example, the application could include information that the grants are subject to federal and state taxes and will require the applicant's social security number and completion of a W-9 for grants over \$600.
- Second, we will consider how much information we want to provide on the criteria we plan to use for determining whether an event is a qualifying emergency or not.
- Third, we will probably need to add more information to the Cover Note. This could include specifying the maximum value and how the funds will be paid if the grant is approved.
- Fourth, we will probably want to provide Chapter leaders as part of the application process the information that we will be asking them to provide if a grant is made.

It was agreed that the committee that set up the approved program – Barber, Cooke, and Radtke – along with Nobbe and Williamson would prepare a proposed final package in light of this discussion. This could then be reviewed by the Executive Committee early next year presumably by email.

**C. Review of Request for Support for Education Campaign.** Brookhart and Appleby discussed the importance of providing more information to various groups in the state and their hope that the Foundation will help support these efforts. There was general agreement that we would be amenable to supporting appropriate proposals.

**D. Review of Coordination with the State Office to Cover Foundation Expenses.** Brookhart presented the final contract between the State Office and the Foundation for 2016. In the discussions of this contract, the suggested amount of reimbursement from the Foundation for 2016 is \$3000. As I noted, once this contract is in place for next year, we can keep general track of our requests for support from the State Office to be sure this is fair to both parties. It was moved, seconded, and pass unanimously to authorize the Chair to sign the contract for the indicated amount on behalf of the Foundation

**IV. Adjournment:** Williamson adjourned the meeting at about 10 a.m.