

ALLEGHENY COUNTY RETIREES ASSOCIATION
BOARD MEETING
Wednesday, November 20, 2013

Present: Ginny Bowman, Angela Conte, Patricia Cray, Ronald Chleboski, and Roger Westman.

Absent: Eileen McFadden Drake, Joseph Scorpion, and Diane Welsh,

President Pat Cray called the meeting to order at 9:38 am at the DoubleTree Hotel in Green Tree.

Approval of Minutes

The minutes of Board Meeting of September 16, 2013 were approved upon a motion by Ginny Bowman, seconded by Roger Westman.

The minutes of the October 18, 2013 Board Meeting were approved upon a motion by Roger Westman, seconded by Ginny Bowman. The minutes of the luncheon meeting of the same day were approved upon a motion by Ginny Bowman, seconded by Angela Conte.

Treasurer's Report

Treasurer Ron Chleboski mentioned that his computer had been corrupted and that he had put a hold on the checking account, but now had taken that off because there was nothing on his computer about the checking account that was not available publically. Pat was concerned about protecting her signature which could have been seen on images of the ACRA checks. Further discussion followed but no additional precautions were taken.

Ron distributed the October report showing a balance of \$41,295 and the Trend report from October 1, 2012 through September 30, 2013. In the Trend report expenses were \$24,065 while income was \$16,399. Increased costs were due to the website development, more mailings, bonding, and the telephone service. **The Treasurer's Report was approved upon a motion by Roger Westman, seconded by Angela Conte.**

Pat was concerned over the mention of \$7,000 in a mutual fund in the June 2004 minutes for which no disposition is known. She had originally asked Diane Welsh to review the old financial records but Diane did not do so and had turned the records over to Ginny Bowman. Pat said she was unaware of this transfer and surprised that no one had informed her of it. A Board Member mentioned that Bob Skaggs was interested in helping to review the old financial records. Ron said he would like a group to review his records after the first of the year.

Dues Renewal Notice for 2014

It was decided to use PO Box 371 in Gibsonia for dues notice returns because we have paid for the PO Box through April, 2014. Ron and Roger will work out getting the

returns to ACRA after the first of the year. Ron suggested adding a space for donations, in addition to the dues, on the renewal notices. Roger suggested adding check-off boxes to ask if members wanted to receive postcard reminders of the luncheons and walk 'n' talks or rely on the newsletters announcements. Both of these suggestions were to help with our deficit spending.

Part-time Assistance

Discussion was held on hiring a part-time assistant at \$15.00 per hour. An ad could be placed in the ACRA newsletter. Ginny suggested having a deadline on when to respond to the ad. Roger said it would be good to have assistance with the website. Pat said she wanted that assistant available to other Board Members to help with their duties as well. Angela was concerned about mentioning the figure of \$15.00 per hour and would prefer turning to the ACRA members. She also suggested asking Diane Welsh to oversee any entrees on the website so one person would have control of the content.

Roger said he had someone who knows websites and would be able to tweak the site to make it better and more functional. **Roger moved, and Ron seconded a motion, to hire Matt Neimeyer for up to 10 hours at \$15.00 per hour for this purpose. The motion carried.**

Christmas Party

Pat asked who would be shopping for auction gifts for the December party. Those who would be doing so were Pat, Ginny, Roger and possibly Diane. Ron suggested asking Citizens Bank and Banksville Express, our printer and mailer, for donations of gifts or services for the party auction.

Newsletter

Editor Ginny Bowman said she had everything she needed and the articles will be available for review later today.

Next Meeting

Pat called for a meeting on Wednesday December 4 at 10:00 am at the DoubleTree for the members of the newly elected Board for 2014.

The meeting was adjourned at 11:22 am.

Respectfully submitted,
Roger Westman
Secretary

ALLEGHENY COUNTY RETIREES ASSOCIATION
ANNUAL MEETING
Wednesday, November 20, 2013

President Pat Cray called the meeting to order at 12:10 pm at the DoubleTree in Green Tree. As this was the Annual Meeting, she called for various reports by the officers.

Treasurer's Report

Treasurer Ron Chleboski distributed a trend report for the period October 1, 2012 through September 30, 2013. It showed a balance at the end of September of \$41,503. Income for this period was \$16,399 while expenses were \$24,065. The one-time expenses of \$3,400 for the work on establishing the website and a \$300 donation to the Salvation Army accounted for approximately 50 % of the deficit spending. He mentioned that very little cash was handled, the bulk of the transactions being by checks. ACRA checks require two signatures. He mentioned 99% of the income is from the membership dues so we are highly dependent on them. As to the deficit spending, the Board will work to align expenses with income.

Secretary's Report

Secretary Roger Westman said that Joe Scorpion was elected by the Board to be Vice-President upon the removal of Bill Gallagher for non-participation. The Treasurer's duties were split between two people: 1) handling the dues checks and records, and 2) collecting for the luncheons and walk 'n' talks. It was also decided to have all Members of the Board who handle funds bonded. New menu items and truly hot meals were being pursued from the new ownership of the DoubleTree.

On Memorial Day flags were placed on the graves of the veterans.

Four Board Members attended the Pension summit held by the Retirement Office this year. Thanks to our member Joyce Dodge who offered the suggestion, the Retirement Office is now holding seminars throughout the County offices on how to prepare for and how to apply for retirement.

The Board has investigated investment vehicles to get greater returns than the low interest now paid on our money market fund. The Board chose the Vanguard Wellesley Income Fund for a portion of ACRA's assets.

ACRA now has its own website, *ACRetirees.org*, which will be unveiled soon.

Walk 'n' Talks were held at the Pittsburgh Botanical Gardens, Deutschtown on the North Side, and in Pittsburgh's Frick Park.

President's Report

The results of the balloting for officers were announced: the single nominees for each office were elected: President, Pat Cray; Vice-President, Joe Scorpion; Secretary, Roger Westman. For Treasurer, no nominations were made. There was one write-in vote for Ron Chleboski as Treasurer and one write-in for the vacant Director position.

President Pat Cray said that the walk 'n' talks with lunches at nearby restaurants were increasing in popularity. A tour of the Friendship area and the Glass Factory are

being planned. On December 6 a tour will be held at the Hartwood Mansion in the County Park.

Pat mentioned the new ACRA logo and the questionnaire being handed out today to help the Board better plan for activities and speakers.

In reviewing the historical records to write the ACRA history for the website, Pat said she was struck by the universality of problems over the years, especially not having enough members involved. The problem continues; therefore, the Board is now considering hiring of part-time help at \$15/hour at an average of 15 hours per month to provide help to the Board with its duties.

The Board also invested \$25,000 in the Vanguard Wellesley Income Fund.

As to an increase in the pension benefits, Pat said she needs a lot of people to attend, in addition to her, when she makes a statement requesting a COLA before the Retirement Board at tomorrow's meeting. The last COLA was \$25/month in 2009 and it is time for another one.

There was a question from the audience about whether Pat's recommendation would also include an increase the contributions to the retirement fund. Pat said the actuaries had been making that recommendation.

General

Ron Chleboski commended Pat for her role in ACRA. He said we also need to be particular about who we endorse for the Retirement Board to assure it will be someone who can make meaningful contributions to the Board's proceedings.

The 50/50 drawing resulted in \$52 to the holder of the winning ticket and \$52 to ACRA. Also, two \$20 gift cards to Giant Eagle were also awarded as door prizes.

Upon closing, Pat mentioned the December 11 Christmas Party.

Respectfully submitted,
Roger Westman
Secretary