

RECOSA (Retired Employees of the City of San Antonio)
Board of Directors Meeting Agenda
August 3, 2021, 11:30 am
Location: RECOSA Meeting via Zoom
San Antonio, Texas

1. **Call to Order and Introductions:** Chair Rebecca “Becky” Waldman called the meeting to order at 11:34
 - Board Members Present: Becky Waldman; Liz Garcia, Rose Rangel, Michael Trainer, Stephen Haney, Frank Villani, Martha Sepeda
 - Board Members Absent: John German
 - Ex-Officio Board Member Present: David Lopez (Interim Recording Secretary)
 - Honorary Board Member Present: Rolando Bono
 - Other Attendees: Sal Garza (R-Conv& Visitors); Dennis Campa (R-Comm. Init.)

2. **Approval of Today’s Agenda: August 3, 2021**
 - *Stephen moved to approve the Agenda and Rose seconded. Motion approved.*

3. **Approval of Last Meeting’s Minutes: June 1, 2021**
 - *Liz moved to approve the Minutes and Stephen seconded. Motion approved.*
 - *David asked for the Memorandum of Record of July 6, 2021, be approved to make it part of the Board records. Frank moved to approve the Memorandum and Michael seconded. Motion approved.*

4. **Officers & Committee Reports**
 - a. **Chair, Rebecca “Becky” Waldman:**
 - Becky reviewed the items presented in her Chair’s Report.
 - She mentioned that the City Budget would be approved on August 12, 2021, so hopefully we will have information concerning any changes to Retiree benefits for the August Brown Bag.
 - She also thanked various Board members for helping prepare documents for today’s meeting.

 - b. **Vice Chair, Liz Garcia**
 - Liz reviewed the items presented in her Vice-Chair’s Report.
 - Briefly reviewed the enhancements made to the website.
 - Stated the new tutorials were very helpful.
 - Stated that two checks totaling \$500 were received as anonymous donations to RECOSA. One check was in memory of Gene Camargo and Dino Rangel. The other contributor suggested that RECOSA hold an annual email donation drive. The donations will show up on next month’s financial report.
 - Liz also had sent out an updated Board Calendar.

c. Treasurer, John German

- John was not able to attend today so Becky presented the Treasurer’s Report.
- Becky mentioned that funds had been moved from the checking account to the savings account.
- Becky mentioned she was also working on obtaining a debit card to facilitate an easy method for payments of RECOSA expenses.
- Becky also mentioned the payment for the RECOSA P.O. Box is usually due in August and she would make sure it gets paid.

d. Interim Recording Secretary, David Lopez

- David stated all was going well and there were no special items to report.

e. Corresponding Secretary, Stephen Haney

- Stephen reviewed the items presented in his Corresponding Secretary Report.
- He asked that the title of the first section of the report be corrected to reflect the month of August instead of April.
- He explained that a large number had responded to the invitation to attend today’s Zoom Board Meeting.
- He explained what it meant for a member to unsubscribe

f. Technology Committee Chair, Stephen Haney

- Stephen reviewed the items presented in his Technology Report.
- He reviewed the costs for the various licenses that are needed for our website.
- He described the plan to use a PayPal account for donations. He will follow up with PayPal as to what they will charge for this service.
- Dennis and Frank commented that there might be some income tax advantages if a member contributes from a RMD (required minimum distribution) on a retirement account, an IRA or a similar account. Frank will provide Becky with some information as he does this at the Magik Theater.
- Concerning the G3 Contract, he said that G3 has agreed to complete all items the contract for the remaining balance of \$150.
- Becky then suggested several motions to settle the payments to G3:
 - *Liz moved to ratify the June payment of \$410 to G3 and Martha seconded. Motion approved.*
 - *Michael moved to extend the G3 contract for three months for website maintenance at a cost of \$300 and Frank seconded. Motion approved.*
 - *Stephen moved to pay the July invoice for G3 for \$400 and Michael seconded. Motion approved.*
- Stephen outlined his recommendation to consider engaging G3 for an “on demand” contract for services as needed.

g. Legislative/TMRS, Michael Trainer

- Michael mentioned that he has been monitoring the current legislative session however nothing has come up that would affect RECOSA.

5. Unfinished Business

a. Ratification of \$410.00 payment to G3 Public Relations for services rendered and agreement to extend the contract with G3 for an additional three months of website maintenance.

- This item was addressed under Section 4.f. of today’s Agenda.

b. Consideration of two motions to

- 1) accept Pat Peak’s resignation from the board
 - *Rose moved to approve Pat’s resignation and Stephen seconded. Motion approved.*
- 2) appoint David Lopez to the board to replace Pat and to serve as the Recording Secretary through the end of 2021
 - *Becky moved to approve the appointment and Michael seconded. Motion approved.*

c. Discussion of August 13th Brown Bag meeting agenda and logistics

- Becky stated that she had communicated with Wanda Heard at HR and Wanda offered to host the Brown Bag on WebEx. The Board agreed with having a WebEx meeting instead of an “in person” meeting. The Board discussed various options for door prizes. It was decided that no prizes would be given at the upcoming Brown Bag.

d. Discussion of November 12th Annual Meeting; Board Election calendar; Who on the current board plans to reapply for next year; What is our alternative if an in-person meeting cannot be held; Need for door prizes, etc.

- Becky referenced her document outlining the factors to consider in the upcoming election.
- She also referenced a matrix showing the terms that the current Board Members had served to determine if anyone had reached their term limits.
- A discussion was held on whether to have an in-person or online meeting. It was agreed that an in-person meeting is preferable. However, it appears with the rising COVID rates, there’s a good chance that we would have to hold an online. It was agreed that an online meeting should be planned for. The Board agreed that we should work with HR to have a contingency plan for a WebEx meeting.
- As some of our members are not well versed on computer access, Liz emphasized that if an online annual meeting is held, then there should be clear instructions provided to the members.
- Sal requested metrics on past meetings to generate interest in businesses donating door prizes for the annual meeting. Liz suggested Becky share our past solicitation letters with Sal.

- Becky suggested that we attempt to get gift cards or tickets so that if the meeting is virtual, door prizes can be easily mailed. Michael offered that there are random drawing apps we could use to select door prize winners.
 - A discussion was held concerning the election of the Board. Martha gave an excellent review of what is allowed within the By-Laws. Discussion ensued about the election criteria that Martha presented and whether the By-Laws should be amended to accommodate the various opinions.
 - After considerable discussion, it was decided that Becky would work with Martha to prepare a brief outline of what would be the best course of action for the Board to follow concerning the elections at the upcoming Annual Meeting.
- e. Discussion of proposed Policies and Procedures Manual - Liz Garcia**
- Liz mentioned that work on the manual continues. However, due to the shortness of time, she would prefer to discuss at the September Board Meeting.
- f. Are any amendments needed to RECOSA's Bylaws that would need to be approved at the 11/12 Annual Meeting?**
- Any proposed amendments will be presented in the outline that Martha and Becky will prepare.

6. New Business

a. Discussion of Generations Federal Credit Union donating \$1000 for November 12th Annual Meeting lunch and having an information table at the meeting – Rose Rangel

- Rose will be working with Generations to see what funds might be available for RECOSA's technology needs. She stated that it would be helpful if we can figure out a way to recognize GFCU on our website for their ongoing contributions. We discussed the need to better recognize all the donations RECOSA receives.

Announcements:

- Next Board Meeting is scheduled for Tuesday, September 7, 2021, at 11:30 am via ZOOM

Adjournment

- *David moved to adjourn at 1:37 pm and Liz seconded. Meeting was adjourned,*

Respectfully Submitted,

David Lopez
Recording Secretary

Notes: