

**SUMMARY OF MOTIONS
CALIFORNIA STATE RETIREES (CSR)
BOARD OF DIRECTORS MEETING**

Hilton Orange County, Costa Mesa
June 30, 2016

5. Approval of the February 25, 2016 Meeting Minutes

CSR 16/16/2 MOTION: Sears, second by Hueg - that the CSR Board of Directors approve the minutes of the February 25, 2016 meeting as printed. CARRIED.

7. Board Members' Activity Reports

CSR 17/16/2 MOTION: Sears, second by Jimenez - that Don Lehnhoff be appointed to the Finance Committee. CARRIED.

13A. Finance Committee

CSR 18/16/2 MOTION: Sears, second by Jimenez – that the CSR Board of Directors approve the deletion of language in Governing Rules Sections 2.03 and 2.07 to read as follows:

2.03 Membership Rights

All members of the Corporation shall have the right to attend and speak at membership meetings of their respective Chapters. The other rights of associate and beneficiary members shall be as follows:

~~(a) Associate Members~~

~~Associate members have all the rights designated by the Corporation Board of Directors, including the right to participate in all member benefit discount programs, except the right to vote and hold elective office.~~

~~[Subsections (b) and (c) were deleted in their entirety. In Section 2.07 Dues, subsection (b) was deleted in its entirety.]~~

CARRIED.

CSR 19/16/2 MOTION: Sears, second by Jimenez – that the CSR Board of Directors approve the changes to Governing Rules Section 16.09 as follows:

16.09 Chapter Activities

Each chapter shall keep accurate and complete attendance, minutes and records of the proceedings of the meetings of its officers, committees and membership; accurate and complete financial records; and permanent files of its correspondence, contracts and other documents. All such records shall be retained for a minimum of five

years at California State Retirees' office. Each Chapter shall file with the Chief Financial Officer/Secretary ~~its~~ a three (3) year budget, its meeting schedule, and such other reports of the proceedings and activities of the Chapter, its financial affairs and other information as the Board of Directors may reasonably require.

[No changes to subsections (a), (b) and (c).]

(d) Financial Reporting

(No changes to opening paragraph and subsection (1).)

- (2) Chapters are required to prepare a three (3) year budget, updated annually. The three (3) year budget will be reviewed by the chapter annually and the current year adjusted as needed. A copy of its approved annual budget shall be submitted by the chapter to the CSR's CFO by the last working day of February.

CARRIED.

CSR 20/16/2 MOTION: Sears, second by Walgenbach – that the CSR Board of Directors approve the changes to Governing Rules Section 20.03 effective July 1, 2016, as follows:

20.03 Meals

- (a) Meal expense may be allowed up to \$4555.00 per day. Individual meal limitations are: breakfast \$4215.00; lunch \$4215.00; dinner \$2025,00

CARRIED.

CSR 21/16/2 MOTION: Sears, second by Jimenez, amended by Fountain, second by Walgenbach – that the CSR Board of Directors approve the deletion of outdated language and addition of new language in Governing Rules Section 2.08 to read as follows:

2.08 Chapter's Portion of Member's Dues

1. Monthly Dues Allocation

- (a) Each chapter shall receive \$1,000 a month plus \$.35, inclusive of active and associate members as a share of its member's dues. Allocations shall be contingent on
- The chapter submitting a three-year balanced budget ~~,within their GAP,~~ as defined below and
 - Monthly reporting of revenue and expenses to headquarters.

- (a ~~b~~) Chapter funds shall only be used to accomplish the mission and implement the programs of CSR.

(c) Chapter funds shall not be invested, in any form, by a chapter.

(b d) Implementation of Chapter Dues Allocation (CAP)

[text of prior subsection 2.08 (b) (1) through (5) deleted in its entirety]

(1) CSEA Accounting will calculate the annual dues funds allowable for each chapter. This amount will be divided into twelve (12) monthly allocations. The amount of annual dues will be recalculated on a quarterly basis as membership numbers increase or decrease.

(2) ~~(6)~~ Grants and scholarships funds held by a chapter shall not be included in the ~~calculation of maximum funds under the CAP;~~ annual dues funds allowable calculation, however, CD's and savings accounts and other accounts of dues monies shall be included in the calculation.

(3) Chapters must submit chapter reporting documents to the headquarters no later than the 15th of each month, for the previous month.

(4) Chapter dues allocation will be issued after receipt and review of chapters reports.

(5) Payment will be withheld if reports are not submitted.

(6) If the chapter balance goes over the annual dues rate at any time during the year, a full month's check will be forfeited.

(7) At the end of the fiscal year the chapter may hold a maximum of three months dues in reserve. If more than three months dues equal the fiscal year ending balance, dues funds will be forfeited until balance is at that level. At that time monthly dues allocations will continue.

(8) ~~(7)~~ Dues funds withheld for a chapter as a result of the going over the annual dues rate of the ending year reserve balance CAP restriction limits, and ~~not justified by expenditures, within that quarter~~ shall be forfeited by the chapter and retained by the CSR in the CSR General Fund.

(9) ~~(8)~~ A chapter whose funds have been restricted may appeal to the Board of Directors for review.

2. Reporting

(a) All Chapter reporting will be monthly.

(b) All chapter reports are due in CSEA Accounting no later than the 15th of the month, for the previous month.

(c) No chapter dues allocations will be sent to the chapters until the chapter reports are received and reviewed.

3. Ways to Report

(a) Option 1. Transfer all bookkeeping to CSR Headquarters including checkbook. Headquarters will review all documents and issue all checks to pay expenses. A chapter bank account will be established in Sacramento; no checks will be written in the chapter. Chapter dues allocation will be transferred to chapter account at headquarters monthly. Headquarters will send a Financial Report to chapter monthly. Chapters may request an advance if money is needed in the chapter ahead of the expense.

(b) Option 2. Chapter will send all documentation to headquarters to do their books. Chapter will retain the checkbook and write all checks. Chapter shall submit all backup documents to Accounting on a monthly basis. Documents must be submitted no later than the 15th of the following month. Chapter dues check will be issued after receipt of monthly documentation and review. Headquarters will send a Financial Report to chapter monthly.

(c) Chapters wishing to submit their own report, using online forms, may do so. They must submit the report with all back-up documentation no later than the 15th of the following month. Chapter dues checks will not be issued until monthly report is received and reviewed. Headquarters will send a Financial Report to chapter monthly.

4. All chapters will receive a CSR Finance Report from Accounting each month regardless of reporting option.

5. California State Retirees shall retain chapter official records in Corporate Office for five years.

6. Chapter may keep copies of records for review purposes for a minimum of one (1) fiscal year.

CARRIED.

13D. Political Action Committee

CSR 22/16/2 MOTION: Walgenbach, second by Jimenez – that the CSR Board of Directors endorse Cecilia Aguiar-Curry for election in Assembly District 4. CARRIED.

CSR 23/16/2 MOTION: Walgenbach, second by Umemoto – that the CSR Board of

Directors endorse Raul Bocanegra for election in Assembly District 39. CARRIED.

CSR 24/16/2 MOTION: Walgenbach, second by Jimenez – that the CSR Board of Directors endorse Sharon Quirk-Silva for election in Assembly District 65. CARRIED.

CSR 25/16/2 MOTION: Walgenbach, second by Wood – that the CSR Board of Directors endorse Henry Stern for election in Senate District 27. CARRIED.

CSR 26/16/2 MOTION: Walgenbach, second by Fountain – that the CSR Board of Directors make a dual endorsement of Steven Bradford and Warren Furutani for election in Senate District 35. CARRIED.

13E. Bylaws and Governing Rules Committee

CSR 27/16/2 MOTION: Walgenbach, second by Fountain – that the CSR Board of Directors adopt the recommendations from the Bylaws and Governing Rules Committee in total except for five sections, Section 4.00, Section 8.17, Section 16.08, Section 16.09(e) and Section 4.04. CARRIED.

CSR 28/16/2 MOTION: Walgenbach, second by Fountain – that the CSR Board of Directors adopt the proposed changes in Governing Rule Section 4.00 as printed, except striking the word “of” in the first sentence of 4.02, so it reads: “In addition to the duties of as a board member...” CARRIED.

CSR 29/16/2 MOTION: Walgenbach, second by Sears – that the CSR Board of Directors adopt the changes in Governing Rule Section 8.17, subsections (j) and (l) to read as follows: “(j) Association President’s Report Committee reports, including any motions requiring action; (l) Committee reports Guest Speaker; CARRIED.

CSR 30/16/2 MOTION: Walgenbach, second by Sears – that the CSR Board of Directors adopt the changes in Governing Rule Sections 3.02 and 16.08 to read as follows:

3.02 Board of Directors

The Board of Directors shall be the Corporate governing board consisting of eleven Board members, four statewide elected officers and seven district directors ~~nine Board members, one elected from each electoral district, the Chief Financial Officer/Secretary and the Immediate Past President.~~ All of whom shall have voting rights on all matters presented to the Board.

16.08 Chapter Officer Duties

The officers of the chapter are the President, Vice President, Secretary, Treasurer or Secretary/Treasurer. ~~Chapters may also have the office of Immediate Past President.~~

(f) Immediate Past President

~~The Immediate Past President shall may serve as an advisor to the President and the Executive Committee, and perform such other duties as assigned by the President.~~

[reference to Immediate Past President also deleted in Section 16.10 (a).]

CARRIED.

CSR 31/16/2 MOTION: Walgenbach, second by Fountain – that the CSR Board of Directors adopt the changes in Governing Rule Section 16.09 to read as follows:

16.09 Chapter Activities

Each chapter shall keep accurate and complete minutes and records of the proceedings of the meetings of its officers, committees and membership; accurate and complete financial records; and permanent files of its correspondence, contracts and other documents. All such records shall be retained for a minimum of five years. Written copies of the chapter meeting minutes will be made and distributed to chapter members. Each Chapter shall file with the Chief Financial Officer/Secretary its budget, its meeting schedule, and such other reports of the proceedings and activities of the Chapter, its financial affairs and other information as the Board of Directors may reasonably require.

(c) (7) Regularly scheduled chapter meetings:

- (a) ~~Suggested~~ Order of Business.
- Call to Order
 - Pledge of Allegiance
 - Roll Call of Officers
 - Introduction of Guests
 - Approval of the Agenda
 - Approval of Written Minutes
 - Written Financial Report
 - Reports of Officers and Committees
 - Report of District Director
 - Old Business
 - New Business
 - Information Items
 - Guest Speaker(s)
 - Adjournment

(e) Prohibited Use of Chapter Funds

Chapters shall not use chapter funds to contribute to or support a candidate for any Corporation ~~or Association~~ office. They may, however, use chapter funds for chapter election notices, for publication or presentation of prepared candidate statements, and other expenses necessary for the holding of ~~an~~ a chapter election.

CARRIED.

CSR 32/16/2 MOTION: Walgenbach, second by Fountain – that the CSR Board of Director adopt the changes in the Governing Rules deleting Sections 4.04 and 9.00, making the first paragraph of Section 15.06 subsection (a) and adding subsection (b) to read:

(b) The President and Chief Financial Officer may enter into a service agreement with the Association. Upon entering into the service agreement with the Association, the President and Chief Financial Officer must endeavor to negotiate the most advantageous agreement possible for the affiliate.

CARRIED.

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NOTE: This is not an official report – only an expedient until the official minutes can be printed.