

**Minutes of the PACRA Board of Directors Meeting  
November 20, 2014**

**Present:** Judy Cater, JaDene Dugas, Tom Humphrey, Ted Kilman, Bob Larson, JoAnne Lesser, Sandy Nanninga, June Rady, Jean Ruff, Steve Spear.

**Absent:** Becky McCluskey.

**Approval of Minutes:** Having no corrections the minutes of November 20, 2014 stand approved.

**Announcements:** June mentioned that Barry Reed passed away.

**Reports/Updates:** **Benefits Committee:** Steve reported that a Wellness Program was presented to the Committee. Palomar College would pay for the program but only active employees could participate. This program would not be available to current retirees.

**Archived Library Materials:** Bob has been going through the boxes of items given to him by Jean Huston. Jean's records date from 1991 – 2008 and include a file for each year containing items pertinent to the file year. Items included are a directory, a record of each annual meeting to include announcements and forms. Also included in Jean's paperwork is a file of retiree obituaries. Monthly meeting minutes are NOT included in these files.

Other items in the boxes include a binder that was put together by John Shettler which includes membership for each year and Governing Board records pertaining to health benefits for faculty and staff. These records date back to mid 1980's. There are also two 45 minute audio tapes documenting the PACRA organizational meeting. There is also a stack of loose paperwork from John Shettler's records which include various correspondence to include communication with attorney's regarding health benefits. Bob will continue to go through and organize these documents.

Judy will research how to access Governing Board minutes and will report to the board the outcome of this research.

Bob has posted meeting minutes and PACRA Pacers on PACRA'S web page from 2005 to current date.

**Old Business:** **Annual Meeting:** May 21, 2015 – Old Spaghetti Factory.  
11:30 am – 2:00 pm.

A suggestion was made that we invite the faculty and staff who are retiring at the end of the 2015 year. For entertainment June has spoken to Jim Floyd about his Trio possibly providing the entertainment for the

annual meeting. June suggested that we may consider increasing the cost of the luncheon in order to cover the cost of providing lunch for the additional attendees. These items will be discussed in greater detail in future meetings. Bob will bring to the January meeting an updated account balance for PACRA.

**Election of Officers:** Positions for Election are, President – June Rady, Vice President – Ted Kilman, and Member at Large – Sandy Nanninga.

**New Business:**

**Membership Renewal Notice – Proposed Change:** Bob stated the renewal notice currently offers two options for paying the membership dues. Options are – paying directly to the Foundation Office or sending membership dues to Bob. At times this causes some confusion so Bob suggested that we eliminate the option of paying dues in the Foundation Office.

**Recruiting Active Employees:** Discussion carried to January meeting.

**Projected expense for layout and design of the PACER:** June reported that Karen Norlin will no longer be able to do the layout for the PACER in the future due to her equipment being outdated. June had received a quote from Print Solutions. Print Solutions gave June a quote of \$220.00 for the initial design and layout with the statement that this price may be reduced after the format and templates are established.

**Other:**

None:

**Adjournment:**

Meeting was adjourned at 2:10.

Respectfully Submitted,

Jean Ruff  
Recording Secretary