

Agenda
RS Board of Directors Meeting
Monday, November 8, 2021 (1:00 to 3:30 p.m.)
Join Zoom Meeting

<https://csus.zoom.us/j/87411588566?pwd=VkRsVUdkcU5yN2NNNG1mRTVwclN4QT09>

Meeting ID: 874 1158 8566 / Passcode: 945159

(Attachment 1)

1. Opening

- 1.1. Call to Order
- 1.2. Introductory Remarks
- 1.3. Announcements (New Information)

2.0 Agenda

- 2.1. Additions to Agenda (New/Urgent Business)
- 2.2. Approval of Agenda [ACTION item – VOTE]

3.0 Updates/Reports from Officers, Staff, CSUS Liaison

- 3.1 Secretary's Report (Bob Benedetti)
 - Draft Minutes/Approval for October 11, 2021 Meeting (see **Attachment 2**)
[ACTION item – VOTE]
 - Condolences [Yvonne Schwartz & Margaret (Peggy) Davis]

- 3.2 Controller's Report (Norv Wellsfry)
- 3.3 Office Manager's Report (Shari Lowen)
- 3.4 CSUS Liaison's Report

4.0 Specific Agenda Items

- 4.1 **RS Policy on Requests for Financial Contributions:** Norv Wellsfry, Controller and Finance & Administration Committee chairperson
[ACTION item – VOTE]

5.0 Committee Updates:

- 5.1 **Program working group/Seminar committee:** Cindy Suchanek and Allan Keown
 - *Spring 2022 catalog RFP development process.*
 - *Program leaders for the Spring 2022 semester.* (see **Attachment 3**)

- 5.2 **Technology working group/committee:** Sarah Ryan-Roberts and Jeff Hendy.
 - *HyFlex training session with IRT 10/19/2021 at Sac State feedback*
 - *All member "Return to Campus" survey results - Deborah Seiler & Jeff Hendy*
(see **Attachment 4**)

- 5.3 **Communications and Marketing committee:** Deborah Seiler
 - *Annual report final* (see **Attachment 5**)
 - *Rap Card project*

- 5.4 **Forum committee:** Tom Suchanek
 - *Spring 2022 Forum line-up*

- 5.5 **Resource Development committee:** Nancy Findeisen

- 2021-2022 member registration “something extra” voluntary donation check-off status.

5.6 Finance & Administration committee: Norv Wellsfry

5.7 Scholarship committee – Laurye Brownfield

5.8 Gerontology: Susan Brackenhoff

5.9 Membership, Diversity, and Community Engagement (MDCE) committee:
Debbie Martinez & Darryl Omar Freeman

5.10 Announcements, Board Direction and Next Steps

6.0: Reports:

- 6.1** Program Committee Report (Cindy Suchanek & Allan Keown) (see **Attachment 6**)
- 6.2** Technology Committee Report (Jeff Hendy) (see **Attachment 7**)
- 6.3** Scholarship Committee Report (Laurye Brownfield) (see **Attachment 8**)
- 6.4** Membership, Diversity & Community Engagement (MDCE) Committee Report (Debbie Martinez & Darryl Omar Freeman) (see **Attachment 9**)
- 6.5** RS 2021 Board Contact 11-08-2021 (see **Attachment 10**)

7. New or Urgent Business

8. Adjourn

9. Next Board meeting: 1:00 p.m., Monday, December 6, 2021

Item: 3.1 Report of Secretary, Robert Benedetti

Date: October 30, 2021

Title: Secretary’s Report, November 2021

Action: Information only

This past month I have received two notifications of passing of members and therefore have sent two condolence messages.

Yvonne Schwartz died on August 1, 2021. She was raised in Sacramento and graduated from Sac State in Nursing. She worked for 30 years as a nurse at UC Davis Medical Center. In retirement, she was active in a variety of local organizations in addition to Renaissance. Stacie Walton, who knew her as a member of seminars on Race Conversations, has said of her that she was a “genuinely sweet loving woman with nuanced life experience...”

Margaret (Peggy) Davis died on October 14, 2021. She was a clinical social worker serving in this area and with the US Air Force. Renaissance was an important part of her life until her health limited her involvement. Her friends will miss her deeply.

ITEM: 4.1

DATE: 11-08-2021

TITLE: RS Policy on Requests for Financial Contributions

ACTIONS: Discussion X **Direction** **Decision** X

Background and Purpose: At the October 11, 2021 monthly Renaissance Society Board of Directors meeting, there was a discussion of an increasing number of requests for financial contributions. In his Controller's report, Norv Wellsfry shared the following:

Member Delores Eitel recently suggested that Renaissance purchase a seat in the new Planetarium for \$1,000. This item was referred to the Finance and Administration Committee. This is not a budgeted expenditure. In its review of this proposal, the F&A Committee identified that a governing policy should be developed that would provide direction. The Committee will be discussing and developing this Policy. There are two key considerations for this Policy. First, what is the level of member involvement in this activity. The second consideration would be that the project should be specific to identified student needs. These could include items such as event sponsorship (as is currently provided for the Gerontology students), scholarships, emergency student funds, and the Food Closet. The policy would also identify alternative strategies such as promotions and donations and endorsements by Renaissance to pass opportunities directly to members. This recommended policy will be presented at a future meeting.

Since the last Board meeting both the Resource Development Committee and the Finance & Administration Committee met separately to prepare the attached draft *RS Policy on Financial Contributions to Sac State and Other Organizations* for the Board's review, discussion, and approval.

An annotation is recommended in the RS Standing Rules under the Honors and Memorials section stating: *The Policy on Financial Contributions to Sac State and Other Organization are detailed in the RS Policies and Procedures Manual.*

Recommended Actions: Approve the attached draft *RS Policy on Financial Contributions to Sac State and Other Organizations*.

Presented by: Norv Wellsfry, RS Controller and Finance & Administration Committee chairperson and Nancy Findeisen, Resources Development Committee chairperson

Attachment: RS Policy on Financial Contributions to Sac State and Other Organizations

RS Policy on Financial Contributions to Sac State and Other Organizations

Renaissance supports a variety of student support activities at Sacramento State University. These include the annual scholarship drive, support for Gerontology program student participation in professional activities, and the ASI Food Pantry. Other support requests, usually of a one-time or short duration, may be considered. This policy outlines the conditions and processes for the consideration of these requests.

A. Authority:

The Board of Directors has sole authority to approve financial contributions to Sacramento State, its affiliated agencies, and other organizations.

B. Sacramento State Departments and Affiliated Organizations:

RS will consider requests for financial support from Sac State departments, affiliated organizations, and faculty. The Board of Directors may approve such requests considering either or both of the following criteria:

- a. Sac State students are supported directly
- b. RS members are actively engaged in the department or program

C. Method of Financial Support:

The RS Board will determine the method of support to include one or more of the following:

- a. Direct financial contribution from operating funds
- b. Direct solicitation for donations from members at RS programs and activities.
- c. Promotion of member individual contributions through publications or other means

D. Procedures:

Requests will be processed in a three-stage process.

- a. Initial submission to the Resource Development Committee to ensure coordination and consistency with other Resource

requests. The Resource Development Committee shall forward its recommendation to the Finance and Administration Committee.

- b. The Finance and Administration Committee will review the request and assess its financial impact. The F&A Committee shall forward its recommendation to the Board of Directors.
- c. The Board of Directors will review the request and provide a final determination.

E. Application Process:

Applicants for financial support shall submit a written request to the Renaissance Society. This request shall include the following:

1. How does the project benefit Sacramento State University students?
2. How are Renaissance members involved in the activity or project?
3. What type of funding process is requested?
 - a. Funding from the Renaissance Society General Fund
 - b. Funding through a Renaissance Society member solicitation as a component of the Resource Development Committee periodic requests for contributions.

Funding through individual member contributions whereby individuals are encouraged to participate in the project. In this instance, Renaissance would facilitate the collection of multiple individual contributions to provide funding for the project or activity