

Agenda
RS Board of Directors Meeting
Monday, March 8, 2021 (1:00 to 4:00 p.m.)
Join Zoom Meeting / <https://csus.zoom.us/j/96918342112> / Meeting ID: 969 1834 2112
(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

3.0 Updates/Reports from Officers, Staff, CSUS Liaison

- 3.1 Secretary's Report (Bob Benedetti) (**Item 1**)
 - Draft Minutes/Approval for February 8, 2021 Meeting (see **Attachment 2**)
 - Condolences [Robert (Bob) Pacholik]
- 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 Board Election of Officers 2021:** Bob Benedetti (**Item 2**)
- 4.2 Clarification of RS Board Election Procedure:** Davis Abelson (**Item 3**)
- 4.3 Special Forum Proposal: Presentation by Climate Scientist Dr. Katharine Hayhoe – Fall 2021:** Tom Suchanek (**Item 4**)
- 4.4 Expenditure Approval of Logo Designer:** Nancy Findeisen (**Item 5**)
- 4.5 BOD approval of Intent of Programs to be funded by the Special Projects account:** Jennifer Cummings, Muffy Francke, and Nancy Findeisen (**Item 6**)
- 4.6 Meeting with OLLI at CSU Fullerton Feb. 9, 2021:** Nancy Findeisen & Ken Cross (see **Attachment 3**)

5.0 Committee Updates:

- 5.1 Program working group/Seminar committee:** Cindy Suchanek and Allan Keown
 - *Semester program update*
 - *Community of Practice (COP) weekly Zoom meetings – Chuck Wiseley and Allan Keown*
- 5.2 Technology working group/committee:** Jeff Hendy.
 - *IRT support – CSUS Zoom accounts storage of Forum Zoom recordings, MS 365 software and Team feature training.*
 - *ZOOM training for seminar leaders, technical hosts, and members' feedback.*
- 5.3 Finance & Administration committee:** Norv Wellsfry
 - *2021-2022 Budget development process timeline.*
 - *Innovation fund status.*
 - *UEI accounts payable update.*
- 5.4 Communications and Marketing committee:** Deborah Seiler
 - *Survey result from RS members who receive the print version of The Recorder newsletter – Deborah Seiler. (see **Attachment 4**)*

5.5 Nominating Committee: Susan George

- *Timeline for application review, interviews, Board presentation of the 2021 Board officers & MAL slate and annual Board 2021 elections.*

5.6 Forum committee: Tom Suchanek

- *Fall 2021 Forum Speaker Series search underway.*
- *Fall 2021 Forum potential livestreaming on campus.*

5.7 Resource Development committee: Nancy Findeisen

- *Fall 2020 RS Sac State Student Scholarship solicitation results.*
- *Sac State-RS Estate Planning seminar Spring 2021.*

5.8 Scholarship committee – Chris Budwine

- *2021 Sac Student Scholarship selection timeline and selection process; presentation of Sac State student scholarship recipients at a virtual Zoom Annual Meeting.*

5.9 Gerontology: Evie Boggs

- *Gerontology classroom support with Sac State Lecturers Carol Sewell and Terence Ranjo – Ken Cross*

5.10 Membership, Diversity, and Community Engagement (MDCE) committee: Ken Cross

- *Membership midyear renewals & new members for Spring 2021 semester.*
- *Voluntary membership registration donations midyear.*
- *Social activities – Allan Keown & Maryellen Burns*

5.11 Announcements, Board Direction and Next Steps

6.0: Reports:

6.1 Program Committee (Allan and Cindy) (see **Attachment 5**)

6.2 Technology Committee (Jeff Hendy) (see **Attachment 6**)

6.3 Membership (MDCE) Committee (Ken Cross) (see **Attachment 7**)

7. New or Urgent Business

8. Adjourn

9. Next Board meeting 1:00 p.m., Monday, April 12, 2021

Item: #1 Report of Secretary, Robert Benedetti

Date: March 8, 2021

Title: Secretary's Report, February 2021

Action: Information only

Robert (Bob) Pacholik passed on January 16, 2021. Both he and his wife (Kitty Williamson) have been active member of Renaissance. He particularly liked the Great Decisions classes.

REVISION AS of March 2, 2021

ITEM: #2 Election of Officers, 2021

DATE: March, 35 2021

TITLE: Election Procedures

ACTIONS: Discussion _____ Direction _____ Decision ___x___

Recommended Action

I move that the board again approve the same election process for this year's election that it followed in 2020.

The procedure adopted by the board last year included the solicitation of applicants by the nominating committee following their procedures and practices, the preparation of a slate of nominations by a nominating committee and approved by the board, an email ballot sent to all members with the opportunity to vote on those offered on the slate as well as to write in alternative candidates, and the closing of the election after a preset date unless the required number of members have not returned ballots in which case voting could continue until that goal is reached or the polls are closed by board action.

In addition, last year the President appointed a group acting as tellers to receive and count the ballots to ensure confidentiality and efficacy. I suggest this continue to be practice and that the board approve the President's appointments after being persuaded that the nominees do not include current office holders, members of the current Nominating Committee or any members currently nominated as part of the slate provided by the Nominating Committee. A representative of this group would then report results of the election to the Board at its next meeting.

At a future meeting, I will propose that that the President with confirmation of the Board appoint a working group to review the procedures currently in place regarding the election of officers to insure fairness and ease of operation.

Presented by: Bob Benedetti, Secretary and Parliamentarian

ITEM: AGENDA ITEM #3

DATE: March 8, 2021

TITLE: Clarification of RS Board Election Procedure

ACTIONS: Discussion X Direction X Decision X

Background and Purpose

In accordance with the Renaissance Society's Bylaws and Standing Rules, each year RS members vote to determine the Board of Directors for the following year (July 1 through June 30). The elections have traditionally been conducted at the annual meeting of the membership in May. However, because of concerns about the Covid virus, last year's election was held by mail, as authorized by the Bylaws.

In preparation for this year's election, the RS Nominations Committee has conducted a thorough review of all prospective candidates for Officers and Members-at-Large and is now ready to submit its proposed slate to the Board for review and approval. It has been noted that for clarity the Standing Rules should expressly state the Nominations Committee's recommendations must be reviewed, assessed, and approved by the Board prior to submittal to the general membership for a vote.

The Nominating Committee Chair and Executive Committee of the Board have carefully reviewed the RS Bylaws and Standing Rules and recommend the following sentence be added the "nominating" provision of the Standing Rules.

Standing Committees' Purposes

....

Nominating

Recruit screen and interview candidates for the purpose of recommending a slate of eligible candidates to stand for election as officers or as Members-at-Large of the Renaissance Society Board of Directors. The committee's proposed slate shall be presented to the Board for its review, assessment, and approval prior to submittal to the general membership for a vote.

Recommended Actions: The Board approves the clarifying language underlined above and directs the Executive Committee to amend this provision of the Standing Rules accordingly, effective immediately.

Presented by: David Abelson, RS Past President, on behalf of the Executive Committee and the Nominations Committee.

**In May of RS members vote to elect the Board of Directors for the
The Renaissance Society is bound by its “Bylaws.” These are created by the
members of the organization.**

**1. RS Shall Function in Accordance with Bylaws approved by the CSUS
President.**

2. Membership Voting Rights

- All members of the Renaissance Society are eligible to vote.
- in any general or special meeting of the membership or by Mail

3. Officers and MALs must be elected.

Membership must approve Board officers and MALs.

4. Procedures for Voting: There are several ways to do this.

A. General Meeting of Quorum: at least 100 members

- Slate can be presented for vote by hand.
- Nominations from the floor

B. By Mail – requires a 2/3rd vote of membership.

5. Duties of Officers (President only?)

6. Board of Directors Responsibilities

- Adopt by a majority vote Standing Rules.
- The voting members shall consist of . . . the chairs of all.

**7. Creation and Function of Standing Committees, including “Nominations”
Committee.**

**Bylaws of The Renaissance Society
California State University, Sacramento**

Article I: Name

The name of this organization shall be THE RENAISSANCE SOCIETY of California State
University, Sacramento.

Article III: Relationship to CSUS

1. RS Shall Function in Accordance with Bylaws approved by the CSUS President.

“A. The Renaissance Society shall be a membership organization under the administrative auspices of the California State University, Sacramento (CSUS), and associated with the College of Social Sciences and Interdisciplinary Studies, CSUS. **It shall function in accordance with these Bylaws as approved by the President of CSUS or a designated representative.**”

Article IV: Membership

2. Membership Voting Rights

- All members of the Renaissance Society are eligible to vote.
- in any general or special meeting of the membership.

C. All members of the Renaissance Society are eligible to vote in any general or special meeting of the membership.

D. The Dean of the College of Social Sciences and Interdisciplinary Studies, CSUS, shall be an ex-officio, non-voting member of the Renaissance Society.

3. Officers and MALs must be elected.

Membership must approve Board officers and MALs.

Article VI: Officers and Members-At-Large

A. The elected officers shall be the President, Vice President, Secretary and Controller.

B. There shall be six Members-at-Large elected by the membership to serve on the Board of Directors.

4. Procedures for Voting: There are several ways to do this.

A. General Meeting of Quorum: at least 100 members

- Slate can be presented for vote by hand.
- Nominations from the floor

D. By Mail – requires a 2/3rd vote of membership.

Article VI: Officers and Members-At-Large

A. The elected officers shall be the President, Vice President, Secretary and Controller.

B. There shall be six Members-at-Large elected by the membership to serve on the Board of Directors.

C. The officers and members-at-large shall be elected by ballot at the May general meeting of the membership. If a single slate is presented, and there are no nominations from the floor, voting may be by a show of hands. All elected officers shall assume their positions on the succeeding July 1st. The term of office for President, Vice President, Secretary and Controller shall be for one year and/or until successors are elected. The term of office for the Members-at-Large shall be for two years and/or until successors are elected.

D. If deemed appropriate by the Board of Directors, voting on measures or candidates may be conducted by mail. Ballots must be returned by at least one-third of the membership to be considered a valid election. Procedures for a mail ballot shall conform to those set forth in the Society's parliamentary authority.

E. Vacancies in the positions of the elected offices shall be filled by appointment of the President, with the approval, by majority vote, of the Board of Directors. In the case of simultaneous vacancies in the offices of President and Vice President, the Board shall elect, by majority vote, a President Pro-Tem to serve until the end of the current term.

Article VII: Duties of Officers

5. Duties of Officers

The duties of officers shall be as follows:

The President shall:

- Preside over all general meetings of the
- Develop agendas for . . . general meetings of the membership.
- Report to the membership at all general meetings on the activities of the Society.
- **Appoint all committee chairs.**
- Be an ex-officio member of all standing committees except Nominating Comm.
- Nominating -- Recruit, screen, and interview candidates **for the purpose of recommending a slate of eligible candidates** to stand for election as officers or as Members-at-Large of the Renaissance Society Board of Directors.

The Vice President shall:

1. Assume the duties of President in his/her absence and, in the case of a vacancy, fill the office of president until the end of the current term.
2. Assist the President in carrying out all functions of his/her office.

The Secretary shall:

1. Handle correspondence on behalf of the Board of Directors and the Executive Committee and any such secretarial matters as directed by the Board.

The Controller shall:

1. Oversee all Renaissance Society financial affairs in accordance with the CSUS Foundation and any such financial tasks as required by the Board.
2. Present a proposed budget for the fiscal year (July 1-June 30) no later than the June meeting of the Board of Directors.

Article VIII: Board of Directors

6. Board of Directors Responsibilities

- Adopt by a majority vote Standing Rules
- The voting members shall consist of . . . the chairs of all standing committees.

A. The Board of Directors shall be the policy-making body of the Society. All decisions shall be consistent with CSUS policy. The Board shall adopt by a majority vote such Standing Rules as are necessary to carry out the objectives of the Society.

A. The Executive Committee shall be the policy-implementing body of the Renaissance Society. It shall consist of the president, vice president, secretary, controller and immediate past president.

B. Standing Committees shall be established by the Board of Directors as required to accomplish the objectives of the Renaissance Society. The purpose of each committee and its responsibilities shall be delineated in the Standing Rules.

Article IX: Committees

7. Creation and Function of Standing Committees, including “Nominations” Committee.

4. Committees.

Standing committees shall be established by the Board of Directors as required to accomplish the objectives of the Renaissance Society. Chairpersons of standing committees are appointed or reappointed by the newly elected Renaissance Society president for one-year terms,

beginning July 1 through June 30.

Standing Committees shall be established by the Board. The purpose of each committee and its responsibilities shall be delineated in the Standing Rules.

The Nominating Committee shall consist of at least three members, appointed by the President, and approved by majority vote of the Board of Directors.

C. **The Nominating Committee** shall consist of at least three members, appointed by the President no later than the month of March and approved by majority vote of the Board of Directors.

Standing Rules

Policy and Procedures

Committees

(Amended by the Board of Directors, June 8, 2020)

The Standing Committees of the Renaissance Society shall be:

....

- **Nominating**

Standing Committees’ Purposes

The membership, roles and responsibilities, specific functions and operations of the Standing Committees are described and maintained in each respective committee’s Protocol, and Policies and Procedures Manual. The committee purposes described below can be found in each respective Standing Committee’s Protocol.

....

Nominating

Recruit, screen, and interview candidates for the purpose of recommending a slate of eligible candidates to stand for election as officers or as Members-at-Large of the Renaissance Society

Board of Directors. The proposed slate shall be presented to the Board for its review, assessment, and approval prior to submittal to the general membership for a vote.

Recommended Actions: Approve the clarifying language underlined above and direct the Executive Committee to amend this provision of the Standing Rules accordingly, effective immediately.

Presented by: David Abelson, Past President, on behalf of the Executive Committee and the Nominations Committee.

ITEM: #4

DATE: Submitted 2/27/21

TITLE: **Special Forum Proposal:** Presentation by Climate Scientist Dr. Katharine Hayhoe - Fall 2021

ACTIONS: Discussion ☒ Direction ☐ Decision ☒

Background and Purpose

The Forum Committee proposes to offer a Special Forum on our Climate Crisis by a world-renowned climate scientist and educator related to policy-relevant issues. In addition, this Forum would be co-sponsored with several other organizations.

Dr. Katharine Hayhoe is an atmospheric scientist and Political Science Endowed Professor in Public Policy at Texas Tech University, where she is Director of their Climate Science Center. She is also the founder and CEO of the scientific firm “ATMOS Research”, where they bridge the gap between scientists and stakeholders to provide relevant, state-of-the-art information on how climate change will affect our lives. She is also a deeply religious person and co-wrote ***A Climate for Change: Global Warming Facts for Faith-Based Decisions***, a book that untangles the complex science and tackles many long-held misconceptions about global warming. She has accumulated too many awards to mention here, but you can easily look her up if you are interested.

Dr. Tom Suchanek (Forum Committee Chair) and Dana Nuccitelli (another climate scientist) co-taught an in-person 12-week Renaissance Climate Change course in 2018. They are both climate educators and colleagues of Dr. Hayhoe. Tom is also working with a diverse group of individuals from several climate educational organizations including 350.org, Citizen’s Climate Lobby, Sierra Club, and the Environmental Council of Sacramento among others, to inform the public about an upcoming “Climate Action Plan” being developed by Sacramento County. In an attempt to include the Sacramento faith-based communities on these issues relating to climate change, we believe Dr. Hayhoe represents a logical and highly skilled communicator, as well as a very entertaining speaker, that would be the perfect educator to inform all of us, including the Sacramento faith-based communities, about the urgency to find solutions to our ever-worsening climate crisis.

This Special proposed Hayhoe Forum would be produced by our Forum Technical Team and would be open to the general public. In addition to our R/S normal enrollment emails to R/S members, other invitations can be handled by Eventbrite. There will be no financial obligations on the part of the Renaissance Society.

Because of the urgent timing for an invitation, I request a Decision from the Board as soon as possible. Thank You!

Recommended Actions: Approval

Presented by: Tom Suchanek (Forum Committee Chair)

Attachment: None

ITEM: #5

DATE: March 3, 2021

TITLE: Expenditure approval for logo designer

ACTIONS: Discussion _____ Direction _____ Decision X_____

Background and Purpose

- To create an updated, professional logo that accurately reflects the current and future Renaissance Society of Sacramento as a community where older adults can experience the joy of lifelong learning and meaningful social connections.

Recommended Actions

- Approve expenditure of \$650 to hire a professional designer to create a new logo per Statement of Work deliverables and deadline.

Presented by:

- Renaissance Society Communications & Marketing Committee

Attachments:

- Original Statement of Work
- Bid from graphic designer.

Statement of Work for The Renaissance Society Logo Re-Design

October 27, 2020|

Authorized/approved by RS Board to proceed on 11/09/2020

- **Introduction:**

- The Renaissance Society (RS) Communications & Marketing Committee proposes a working group to oversee re-design of the RS logo.
- Working group members: Christie Braziel, Nancy Findeisen, Ann Reed

- **Purpose of the Project:**

- Using the principles of logo design; create a simple, memorable, versatile, and appropriate logo.

- **Key Stakeholders**

- RS Communications & Marketing Committee
- RS Board of Directors
- All other RS Committees
- Seminar Leaders (optional for preliminary survey input only)

- **Scope of Work:**

- Secure project approval from Communications Committee & Board
- Research cost estimate for graphic artist to complete design work
- Review RS documents; Bylaws, Standing Rules, Strategic Goals, Memorandum of Understanding, and survey results to:
 - (1) determine the best descriptors representing the mission, values, and goals of the RS and

(2) identify the varied ways the logo will be used that will assist a professional graphic designer to create a visual representation of who we are and what the RS embodies.

- Survey identified stakeholders for their feedback to include in the above review.
- Secure budget from Board for design work by graphic artist.
- Distill best descriptors for review by Communications and Marketing Committee and Board of Directors for agreement to proceed.
- Determine acceptable color schemes for consideration; 1-4 colors.
- Find graphic artist willing to create needed designs for budget available and to meet final deadline.
- Provide descriptors and goal for new logo to graphic artist to create three (3) initial designs.
- Secure feedback on initial designs from key stakeholders
- Provide feedback to graphic artist for modification.
- Work with graphic artist to distill ideas into a final, acceptable design.
- Secure final logo design approval from key stakeholders
- Secure final logo design & usage rights from graphic artist

- **Where Will the Work Be Done?**

- The working team will meet regularly via Zoom to preserve the RS safety protocols by working remotely.
- Once a graphic artist is contracted, they will work remotely and report back to the working group.

- Online with key stakeholders to review work as it progresses.
- **Schedule:**
 - Define best descriptors and agreement from key stakeholders by January 2021.
 - Hire graphic designer to create three first drafts of ideas for consideration by February 2021.
 - Stakeholders to review designs and rank choices for further refinement by April 2021.
 - Final product to be completed in time for the Fall Semester catalogue launch approximately July 2021.
- **Deliverables:**
 - Create an identifiable, memorable, versatile, and appropriate logo for the RS to use on all branding and marketing communications using up to four colors.
 - Logo must be scalable and equally dynamic in black & white or gray scale.
 - Logo must be available in all current electronic formats for use in a wide variety of collateral design mediums. i.e. .jpg, .tiff, eps, etc.
- Logo must be completed by July 2021 for use in the fall semester collateral and to update all existing online collateral.
- **Define Success:**
 - Complete full scope of work on time for use with fall 2021 collateral.
 - Complete full scope of work at or under budget.

- **Equipment and Program Requirements:**
 - Graphic artist will provide all necessary works spaces & materials including computer equipment and design programs to complete this project and provide final product.
- **Payments:**
 - Once budget is approved, payments related to the project will be negotiated with the contracted graphic artist by the working group.
- **Closure:**
 - Deliverables will be provided to the work group to submit to the RS Communications & Marketing Committee.
 - All final payments are made for services rendered.

February 23, 2021

Hi Christie,

I will be able to do the job discussed for \$650, which would include 3 separate concepts with one round of revisions.

Thank you!

Vanessa Perez

916 599 2211 | vperez@sbcglobal.net | 6032 park village street | sacramento, ca | 95822

ITEM: #6

DATE: March 4, 2021

TITLE: BOD approval of Intent of Programs to be funded by the Special Projects account

ACTIONS: Discussion _____ Direction _____ Decision __x__

Background and Purpose:

In January, the Board approved the 19th Amendment Committee's request to extend our ad hoc status through June 2021. We thank you.

The 19th Amendment Committee members are interested in presenting programming, with the use of the Special Projects funds, up to \$7,000 (the approximate balance of 19th Amendment funds) for the remainder of the spring semester and/or into the summer session. These programs will carry out the civil rights themes of the 19th Amendment committee's prior work.

Three members of the 19th Amendment Committee met virtually on March 1, 2021, with Sarah Hodge of Sac State. Sarah related that Dean Hyson has approved such programming. Sarah is asking for a statement of intent from our BOD, that this programming meets with RS approval.

Recommended Actions:

That the Renaissance Board of Directors approve the following statement:

The Renaissance Society, a member of the Sacramento State University campus, embraces diversity, equity, and inclusion in all facets: ethnicity, gender, and political persuasion. We do this as we learn, connect, and share with each other and our community. We are committed to eradicating the disease of racism and bias in our community, and we will promote the kindness and compassion necessary to build inclusiveness and trust in our community.

To that end, the programming that the Renaissance Special Projects sponsors, and funds will serve to advance that commitment.

Presented by: Jennifer Cummings, Muffy Francke, Nancy Findeisen

Attachment: None