

# RETIREE GROUP

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## MEETING MINUTES

Tuesday, November 29, 2016  
10:30 a.m. | B236

**Attendees:**

Nav Dhaliwal  
Mel Fearman  
Martin Gerson  
Moirra Gookstetter  
Mike Holmwood

Ken Jillings (a)  
Gerda Krause (*Chair*)  
Judy Mah  
Dawn Palmer (a)

**Minutes:**

Anna McAuliffe

The meeting was called to order at 10:32 a.m.

**1. Welcome**

Gerda welcomed Judy Mah, executive assistant to Dawn Palmer. A roundtable of introductions was held.

**2. Approval of agenda**

The agenda was approved by consensus.

**3. Approval of minutes of October 18, 2016**

The minutes of the meeting of October 18, 2016 were approved by consensus.

**4. Business Arising**

**a) Programs and opportunities for retiree engagement**

Lane Trotter and Dean of Continuing Studies (CS), Dan Thorpe, have expressed their support for offering retirees the same CS course tuition waiver as employees. Gerda has sent a message to Vice-President, External Development, Ajay Patel, who is currently out of the country.

Moirra noted that the Foundation is working on its strategic plan which will include details about the shared service model (benefits for retirees). This is anticipated to be completed in the spring. She also reported on the Employee-Alumni celebration held on November 9<sup>th</sup>. It was noted that around 600 staff have taken a course or graduated from Langara and this event was a celebration of their accomplishments.

**b) Terms of Reference**

The draft Terms of Reference were reviewed and discussed. In response to a question about having senior leadership review the Terms of Reference, it was suggested that it simply be presented to them, along with a report on the progress and growth of the committee. It was also decided that the group would be referred to as a steering committee. A discussion on the committee composition was held. It was suggested that once the Terms of Reference is approved, a call for nominations for new committee members could be made, and if necessary, a balloted election could be held during the March dinner event. A discussion on length of membership was held. It was decided that committee membership would be a two-year term. It was decided that

committee meetings would be at least once a semester, or as required. A discussion on the “retirees 101” moniker was held. It was suggested that Communications & Marketing be consulted for the committee branding.

**ACTION: Mel and Ken to make edits to draft Terms of Reference for approval at the January meeting.**

**ACTION: Gerda to connect with Communications & Marketing about committee branding.**

**c) New membership**

A discussion on recruiting new committee members was held. It was noted that HR can produce a list of soon-to-be retirees. It was decided that the Terms of Reference would be finalized before any new committee members were approached.

**d) SOS Campaign**

Moira reported that the SOS Campaign is starting to take shape. The Foundation is organizing three events:

- Launch event on March 1<sup>st</sup>
- Langara Cooks event in mid-March
- Silent auction towards the end of March

The Foundation is also planning to restart the Golden Apples employee and faculty appreciation program. There are also plans to re-start the Langara cookbook.

**6. Musqueam Dinner Event**

The following dates for the Musqueam dinner event were proposed:

- Wednesday, March 1<sup>st</sup>
- Thursday, March 2<sup>nd</sup>
- Wednesday, March 15<sup>th</sup>

It was decided that the event would be scheduled for Wednesday, March 15<sup>th</sup> starting at 5:30 p.m. A discussion on the event budget was held.

**ACTION: Gerda and Anna to determine costs; Gerda to speak to Dawn about HR budget.**

A discussion on event speakers was held. It was decided that an invitation would be extended to Lane Trotter and Langara Elder in Residence Gail Sparrow.

**8. Next meeting**

The next meeting will be scheduled for January; it will be 1.5 hours in length.

**ACTION: Anna to send out poll for a January meeting date; extend meeting invitation to Communications & Marketing representative to discuss promoting March 15<sup>th</sup> event.**

**9. Adjournment**

The meeting was adjourned at 11:24 a.m.