

UNIVERSITY OF WEST GEORGIA
ASSOCIATION OF RETIRED FACULTY and STAFF
2023-2024 ANNUAL REPORT

Submitted by Anne C. Richards, Past President, ARFS Coordinating Council

March 21, 2025

INTRODUCTION

On March 22, 2019, The University of West Georgia (UWG) Association of Retired Faculty and Staff (ARFS) Coordinating Council amended its Bylaws to state that the President of the Council should “prepare a report of ARFS activities to submit annually to the Vice President of Advancement and other administrative offices as appropriate” (Article 5, Section 2 (h)). Annual Reports for 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, and 2022-23 were submitted to and approved by the Coordinating Council and then sent on to various offices in UWG. Annual reports can also be found in the Documents section of the ARFS website. This seventh ARFS Annual Report represents the period between the completion of the 2023 ARFS Annual Retiree Reunion and membership meeting (held October 27, 2023) and the completion of both of these events in 2024 on October 26, 2024.

NOTE: Throughout this reporting period as well, Fred Richards, the husband of President Anne Richards, was undergoing treatment for cancer and subsequently died on March 27, 2024. A celebration of his life was not held until September of 2024 – and required a considerable amount of Anne’s time. In this same period of time, Vice President, Frank Pritchett, was dealing with medical challenges as well. As a result, the number of newsletters produced and initiatives undertaken this year were more limited than in past years.

ARFS OVERVIEW

The purposes of the UWG Association of Retired Faculty and Staff are to:

- promote the well-being of its members
- support the University of West Georgia retiree community
- foster continued involvement of retirees in the mission of the university

- facilitate communication between the university and its retirees
- seek to promote the scholarly, social, and cultural interests of the retiree community
- address matters related to benefits and resources for retirees

Active membership includes faculty and staff who have retired from UWG and meet the established Board of Regents retirement criteria. There were approximately 623 members receiving electronic or hard-copy communications from ARFS (based on distribution of materials in October, 2023).

Officers of the Association include a president, vice-president, past president, secretary, and treasurer who are elected by the membership at the ARFS general membership meeting (part of the Annual Retiree Reunion) held each fall. The officers and at least six at-large members (also elected at the same event) comprise the Coordinating Council, which provides leadership for the association and directs its activities on behalf of the membership.

An ARFS brochure was prepared in fall 2018 to provide information about what ARFS is, how one becomes a member, and the activities and benefits of membership. It was updated/revise in 2023 to reflect a variety of changes needed and a translation of the brochure in Spanish (by Cecilia Lee) was also produced. These brochures can be found in the Document Center section of the ARFS website.

CONTRIBUTIONS OF RETIREES TO THE UNIVERSITY AND THE COMMUNITY

Bobby R. Painter, Jr. Database Administrator in University Advancement, reported the following revised/corrected data with regard to UWG retiree giving to the University during this reporting period:

All-time Retiree Giving: \$6,989,206.18

FYE 21 Giving Update: \$ 123,797.88

FYE 22 Giving Update: \$ 97,455.12

FYE 23 Giving Update: \$1, 421,991.96

FYE24 Giving Update: \$1,062,278.55

FYE 25: Giving-to Date: \$1,042,000.00

ARFS created and endowed the **UWG Retiree Legacy Scholarship** to benefit in perpetuity deserving University of West Georgia students who are direct descendants or immediate family relations of retired faculty or staff members. The scholarship (\$1,395.31) was awarded in 2024 to Kelli Kaiser, grand-daughter of Roger Kaiser, former Director of Athletics and Head Basketball Coach. Information about the scholarship and award criteria can be found at <https://www.westga.edu/hr/arfs/retiree-legacy-scholarship.php>.

Another way in which retirees contribute financially to the University is through establishment of endowments and endowed scholarships by individual retirees or by others in their honor. In 2023 (with the invaluable assistance of Allyson Bretch, MaKena Burns, Ketty Cusick, and Bobby Painter), a list of scholarships or endowments named for or created by retirees was compiled and distributed (at the Annual Reunion). [See Appendix A in 2022-2023 Annual Report.] The list shows the broad range of the funding that has come into being over many years by retirees of West Georgia College or the University of West Georgia, or by others who sought to honor notable contributions by persons retired from West Georgia. The vast majority of these designated funds continue to serve as a significant resource for students (even decades after they were first established).

Individual retirees continue to be involved with UWG, including serving on University committees and volunteering for activities (e.g., helping with graduation, fundraising, judging competitions, and providing needed information for Faculty Senate committees developing policy affecting retirees). Participation lessened during the pandemic but has resumed in this current reporting period. Some retired faculty members stay active professionally through writing, presentations, professional organization leadership, and other activities in their fields, representing UWG as they do so. Information about some of these activities can be found in issues of *The Rejuvenator* (the ARFS newsletter), which are available online at the ARFS website. Many of the activities specifically sponsored by ARFS, which are outlined later in this report, also serve to support UWG and/or the surrounding community.

ARFS STRUCTURE

ARFS Bylaws

The most up-to-date version of ARFS Bylaws can be found in the Document and Resource Center on the ARFS website. Following a discussion of revisions needed since the document was last updated in 2020, a revised version of the Bylaws was unanimously approved at the Coordinating Council meeting held on 9-8-23.

ARFS Coordinating Council

The Coordinating Council is comprised of elected retirees and representatives from relevant UWG administrative areas who serve as ex-officio members. During the time covered by this report, Lauren Niedringhaus continued to serve helpfully and effectively as the official liaison to ARFS from Human Resources, attending Council meetings on occasion. Since she also served as the Benefits Coordinator working with retirees, this has allowed for more coordination of efforts between ARFS and the Office of Human Resources. Also, during this time, Beverly Dittmer in HR handled updates for the ARFS website and kept track of financial paperwork for the group. MaKena Burns in Alumni and Constituent Engagement worked more closely with ARFS on organizational matters related to the Annual Reception/Reunion.

Officers during 2023-2024 were as follows:

- Anne C. Richards, President (2022-2024)
- Frank Pritchett, Vice President (2022-2024)
- Meg Cooper, Past President (2022-2024)
- Francesca Taylor, Secretary (2022-2024)
- Sally Roberts, Treasurer (2022-2024)

At-Large Members during 2023-2024 were as follows:

- Micheal Crafton (2023-2025)
- Rolanda Famer (2023-2025)
- Kevin Hibbard (2022-2024)
- Cecilia Lee (2022-2024)
- Ann McCleary (2023-2025)
- Anita Thomas (2022-2024)
- John von Eschenbach (2022-2024)
- Alice Wesley (2022-2024)

Current members of the Council are identified on the ARFS website.

ARFS Coordinating Council Committees:

The ARFS Bylaws establish the following standing committees:

- Nominating Committee – prepares a slate of officers and members-at-large for election

- Programs/Events – organizes the annual reunion and prepares the Tribute Booklet
- Scholarship Committee – oversees the awarding of the Legacy Scholarship
- Widow/Widower Surviving Partner Committee – currently inactive; must be chaired by a non-UWG-retiree who is a widow/widower/surviving partner of a retiree and is charged with enhancing the relationship of persons in the group with ARFS and UWG. When retirees and dependent spouses have lost spouses/partners, they are informed about an on-campus group coordinated by Julie Dobbs, the Widows/Support Group, and ARFS has helped publicize this group through the ARFS newsletter and ARFS listserv. In addition, during the time period covered by this report, the President of ARFS has provided information to surviving partners or family members of retirees that was prepared by the USG Office of Human Resources to assist survivors in reporting the death of a retiree and dealing with related insurance matters. She also distributed to these same individuals a packet of information on coping with grief and loss that was compiled by one of her former students, a professional therapist whose wife died unexpectedly.
- Newsletter Committee – identifies and generates content of interest and relevance to retirees and arranges for production and distribution of newsletters containing such content. Retirees requesting hard copy versions receive these through post office mailing. All other retirees receive their newsletters via email.

ARFS ACTIVITIES

ARFS supports the University's mission and values and seeks to foster closer relations between retirees and the University. ARFS 2023-2024 activities that meet the purposes of the association are highlighted in this report.

ARFS Coordinating Council Meetings

Three meetings, all held in person, took place during the period covered by this report:

- January 19, 2024 (held at the Neva Lomason Library multi-purpose room). 10 retiree Council members in attendance. Discussion focused on means of encouraging attendance at the annual reunion, an update on scholarship portal changes, an update on work being done by Suzanne Garrett to resolve discrepancies regarding listings of emeriti faculty in the campus online catalog, and work being done by the Faculty Development Committee of the Faculty Senate on updating emeritus/emerita policy, as well as updates needed for the ARFS website.
- March 22, 2024 (held at the Neva Lomason Library multi-purpose room). 9 retiree Council members in attendance along with MaKena Burns and Lauren Niedringhaus. Lauren reported that a handful of retirees had signed up for healthcare insurance plans without

going through ALIGHT. It was agreed that more needs to be done to remind retirees that they cannot qualify for the stipend from the USG if they do this. The Annual Report for ARFS for 2022-2023 was approved. Continuing problems with the scholarship portal were reported. The problem of some retirees not getting access to campus resources and information that could be helpful to them was raised. MaKena offered to explore possibilities for remedying the situation.

- July 12, 2024 (held at the Neva Lomason Library multi-purpose room. 9 retiree Council members in attendance. The Council learned that Lauren Niedringhaus will continue to provide ARFS with information about faculty/staff retirees and benefits, but is no longer going to attend our Council meetings. Continuing problems with identifying a scholarship recipient were reported. Content for the upcoming issue of *The Rejuvenator* was outlined.

Minutes for the above meetings are available online in the Document Center section of the UWG ARFS webpage at <https://www.westga.edu/hr/arfs/document-center.php> . (Minutes are posted only after they are approved by the Council at a subsequent Council meeting.)

Coordinating Council Projects Related to Benefits and Campus Email:

***UWG Benefits Fair.** ARFS participated in UWG’s annual Benefits Fair, held on October 29, 2024 at the Coliseum. The ARFS table displayed a variety of items pertaining to ARFS and preparation for retirement, including the ARFS pamphlet (in both English and Spanish), and the summary pamphlet *Steps to Retirement for Faculty/Staff*. (A copy of this pamphlet - also revised and updated in 2023 - is available in the Document Center section of the ARFS webpage. Council members Meg Cooper, Anne Richards, and Francie Taylor took turns staffing the table.

***Other Information Exchanges.** Some ARFS and Council members engaged in peer-to-peer exchanges regarding benefits supplementing efforts provided on a regular basis by UWG’s Office of Human Resources. Information about benefits was also distributed through the ARFS listserv and ARFS newsletter, often based on information shared by Human Resources personnel on campus or at the USG level. (See information below on activities related to communicating with retirees.) A lot of positive feedback has come in from ARFS members to whom we provided such assistance and information. Retirees at UWG have also utilized the ARFS listserv to communicate with one another, and seek advice and counsel from others who have dealt with similar problems.

*** The Second “Great Migration” re: email.** During this reporting period the University of West Georgia migrated from the Google platform to the Microsoft platform for those using campus email. Although most retirees can no longer utilize a campus email address, emeriti faculty are authorized to continue doing so and they went through this transition beginning in early September, 2024. Most were able to do so successfully. This was, in large part, because ITS

personnel were assigned to a desk on the first floor of Cobb Hall to provide one-one assistance for those requiring it to complete the process. Those with emeriti.westga.edu email addresses must complete cybersecurity training twice a year to maintain their campus email address. Some individuals decided to give up their emeriti email address in the past year rather than continue to meet these cybersecurity training requirements.

Activities Related to Maintaining Communication with Retirees.

Following a sustained and productive effort focused on retaining communication with UWG retirees following their migration off of campus email, ARFS has succeeded in its efforts to reach most retirees of UWG.

- **ARFS Website:** UWG's Office of Human Resources hosts the ARFS website (found at <https://www.westga.edu/hr/arfs/>). This website contains a lot of information about ARFS and its components, including copies of *The Rejuvenator*, some information about retiree accomplishments, meeting minutes, and various resources for retirees.
- **Email Listserv.** Inclusion on the ARFS listserv provides retiree members with important reminders and university news (when it is made available to us). Obituaries are also shared when those on the listserv learn of the passing of a UWG retiree. ARFS members may also use the listserv to exchange information, raise questions or concerns, and make announcements of interest to their fellow retirees. President Anne Richards, maintained and updated listserv membership. Approximately 420 retiree members were included in this listserv at the end of this reporting period.
- **Newsletter: *The Rejuvenator*.** Due to medical issues faced by Frank Pritchett and Fred Richards, only one issue of *The Rejuvenator* (Summer 2024, No. 48) was published and distributed to retirees via electronic means (for those with active email addresses) and regular mail (for those not using a computer or who expressed preference for same) during the time period covered by this report. The newsletter committee wrote and assembled the newsletter content (with much appreciated editorial assistance from Meg Cooper). Formatting, printing, and distribution of hard copies of the newsletter were handled by UWG's Print Services. Approximately 420 individuals on the ARFS listserv received the newsletter electronically, and approximately 220 persons not using email received their copies via postal mail. Issues of *The Rejuvenator* can be seen on the USG ARFS website at <https://www.westga.edu/hr/arfs/rejuvenator-newsletter.php>.

INTERFACE WITH STATE AND INTERNATIONAL RETIREE ORGANIZATIONS

ARFS is an official voting member of the Georgia Association of Higher Education Retiree Organizations (GA-HERO) and the University System of Georgia Retiree Council (USGRC) and is a

member as well of the international Association of Retirement Organizations in Higher Education (AROHE).

Georgia Association of Higher Education Retiree Organizations (GA-HERO)

Mitch Clifton, former Past President of the ARFS Coordinating Council, was the official UWG Representative for GA-HERO during the time of this report. Anne Richards, ARFS Coordinating Council President, serves as the secretary for this organization.

*Mitch Clifton and Anne Richards attended the GA-HERO meeting held on Zoom 2-7-24. Discussion focused on scheduling a meet-up for retirees that might potentially take place on the GCSU campus in June 2024. Gray Crouse reported that over 1000 persons attended AROHE's first webinar in the "Reimagining Retirement" series. There was no charge for those accessing this first webinar, subtitled "Reframing Your Identity." Two additional programs were subsequently aired: "Reimagining Your Personalized Plan" (February 13, 2024) and "Rebuilding Your Network" (February 27, 2024).

*Mitch Clifton, former President of the ARFS Coordinating council and Anne Richards attended the GA-HERO meeting held on Zoom on 3-5-24. It was announced at this meeting that the meet-up had been arranged to take place on the Valdosta State University campus on June 7, 2024. Plans for this meet-up were discussed. The possibility of arranging for a Zoom component for persons unable to make the trip, was also discussed. Marilynne McKay served as secretary as Anne Richards was unable to attend due to scheduled treatment for her husband. Plans for inviting additional institutions in Georgia to become part of GA-HERO were discussed.

On June 7, 2024 the in-person meet-up at Valdosta took place. No one from the University of West Georgia was able to attend. Carol Pope took minutes for Anne Richards. Attendees toured Art in Odum Galleries in the VSU Odum Library, First Friday activities in downtown Valdosta, the opening season reception at the VSU Fine Arts Center's Sawyer Auditorium prior to the performance of "The 25th Annual Putnam County Spelling Bee," and attended dinners at local restaurants. Donald O. Davis, former Executive Director of the Lowndes County Historical Society and a VSU graduate, presented a program highlighting the history of Valdosta and Lowndes County, including the beginnings of VSU. Dennis Marks led a tour of various notable buildings around the VSU campus.

At the business meeting, new officers for 2024 were introduced: Donna McCarty and David Boyd will share the position of President. Anne Richards will continue as Secretary and Gray Crouse will continue as Treasurer. Dennis Marks and Dorothy Zinsmeister spoke about the importance of assuring that retirees with emeriti status have access to benefits associated with that status. A discussion also took place concerning the security of materials saved in

institutional Microsoft Office accounts which may be deleted when a faculty member passes away (thereby losing important research information if it is not saved elsewhere).

University System of Georgia Retiree Council (USGRC)

Two meetings of the University System of Georgia Retiree Council (USGRC) were held during the period covered by this report. Both were held online. All meetings were attended by Mitch Clifton, (former Chair of the USGRC), Kathryn Grams (member of the USG Well-Being Review Committee), Meg Cooper, and Anne Richards. These meetings typically provide an opportunity to learn about changes in healthcare benefits and USG policy changes affecting retirees. Attendees have an opportunity to raise significant questions and concerns of retirees and get responses to same from authoritative sources.

*At the meeting held April 5, 2024, Dr. Teresa MacCartney, COO of USG operations, spoke about plans to more mindfully manage resources of the USG. She also mentioned a mandate from the state legislature to investigate whether the state should consolidate its health insurance programs so that all active employees and all retirees (including those currently on the State Health Benefit Plan and those on the USG plan) would be on the same plan. Denis Marks, former USGRC Communications Chair, explained the importance of informing faculty of the significance of emeriti status for those who intended to continue professional research in their retirement. Reports were also provided from the USG Staff Council and the USG Faculty Council. Dr. Dana Nichols, Vice Chancellor for Academic Affairs, discussed updates regarding Emeritus status that should be in USG institution Faculty Handbooks. A report was provided by representatives of ALIGHT Retiree Health Insurance Exchange regarding enrollment behavior of retirees. Dennis Marks proposed the USGRC consider advocating for a means by which retirees could donate from their HRA to a fund for use by retirees who have exhausted the amount allotted to them by the USG.

* At the meeting held October 18, 2024, Tracey Cook, Chief Fiscal Officer/Treasurer of the USG, discussed factors impacting funding levels for USG institutions. A presentation was made by Joe Strong, the new USG Associate Vice Chancellor for Total Rewards, regarding retiree health-care matters. He is now in the position Karin Elliott held for many years. Karin Elliott (now USG Vice-Chancellor for Human Resources and Chief People Officer) reported that a study is currently in process comparing the benefits provided to USG retirees with those provided to other state of Georgia retirees. An outside consultant will analyze the findings and provide a report in time for the upcoming year's legislative session. Dana Nichols, USG Vice Chancellor for Academic Affairs, reported that Dr. Costas Spiro, former GA College and State University Provost, was filling in for Dr. Ashwani Monga in the USG office of Academic Affairs as Dr. Monga is currently serving as Interim-President of UWG. She also discussed other issues of concern to the USG, e.g., AI, program review, and approval for UGA to pursue the development of a second School of

Medicine in Georgia. Problems experienced by some campus retirement organizations in securing contact information to be able to communicate with their retirees were raised by attendees. Dr. Nichols agreed to pursue the possibilities for remedying these. A presentation was made by representatives of ALIGHT and attendees had opportunities to ask questions they had about enrollment issues. A presentation as made by the USG Faculty Council Chair and attendees were informed that a report from the Chair of the USG Staff Council would be sent following the meeting. Reports were also given by retirees serving on the Retirement Advisory and Investment Committee and the USG Well-Being Review Committee.

AROHE- Association of Retirement Organizations in Higher Education

Resources provided by AROHE (e.g., webinars, information in the AROHE MATTERS newsletter) are shared with ARFS members through the ARFS listserv.

ANNUAL REUNION AND ARFS GENERAL MEMBERSHIP MEETING

The Programs/Events Committee (Meg Cooper, Rolanda Farmer, Anne Richards, Francie Taylor, and Alice Wesley) did the bulk of the planning for and implementation of ARFS' big annual event, held this year on October 26, 2024. The event consists of a retiree reunion, recognition of recent retirees, and ARFS general membership meeting. This event was held in person in the Campus Center Ballroom and, this year, included a celebration of the 20th anniversary of the existence of the UWG Association of Retired Faculty and Staff. Founders who had brought the association into being years earlier (Andy Leavitt, Frank Pritchett, and Glenn Novak) were honored. Photos of retirees attending past annual reunions were projected on screens in the ballroom. MaKena Burns, ARFS liaison from Alumni and Constituent Engagement, introduced the 2024-2025 winner of the UWG Legacy Scholarship (Kelli Kaiser, who also addressed the group). Kelli is the grand-daughter of Roger Kaiser, former USG Director of Athletics and Head Basketball coach. Blynn Olivieri Parker, Director of Special Collections, set up a table at this year's annual reunion/reception. It included photographs of persons from prior years at UWG (in the hopes that some retirees could identify some of those pictured) as well as other materials reflective of the history of the institution. Cecilia Lee, Professor Emerita of Foreign Languages and ARFS Coordinating Council member, again congratulated new retirees and wished them a rich life and happy times ahead. The text of her remarks was included in the Spring 2024 issue of *The Rejuvenator*.

Copies of the scholarships or endowments named or created by retirees (See Appendix A in 2022-2023 ARFS Annual Report) were made available to attendees. Copies of the composition of the Search Committee established for finding a new president for UWG, were also made available to attendees.

The event was attended by 58 individuals this year, including speakers, late registrants and honorees.

During the ARFS general membership meeting portion of the event, the slate of candidates for the ARFS Coordinating Council, both officers and at-large members, was presented and approved. The formal portion of the event was preceded and followed by opportunities for socializing and interaction. All attendees received a copy of the 2024 commemorative tribute booklet, and 2023-2024 retirees were introduced by ARFS past-president Meg Cooper and were presented their medallions by current ARFS President Anne Richards. Retirees and tribute writers who did not attend, as well as pertinent UWG administrators, were sent copies of the booklet, thank you notes, and medallions (as individually appropriate). Photos from the event and the commemorative tribute booklet are available on the ARFS website.

This year ARSF enjoyed the support of both HR and Advancement (thanks to MaKena Burns) in planning for this major in-person event. Arrangements were made through Alumni and Constituent Engagement to hold the event in the Campus Center Ballroom. A photographer associated with University Communications and Marketing (Hailey Wilkinson) took over 500 photos. An anonymous donor again covered the cost of food and beverages provided at this event, and Meg Cooper arranged for a celebratory birthday cake honoring the 20th year anniversary of the existence of the group. Food was provided by Dine West. Several Coordinating Council members contributed materials at their own expense (e.g., prizes for the Trivia Contest, copies of handouts).

FINANCIAL INFORMATION

The ARFS Coordinating Council decided early in 2022 that we should include financial information in the annual report. We do not routinely handle funds and, in the past, were not always apprised of the amount of expenditures for the annual reunion, with the exception of those associated with engraving of the medallions as well as production of the invitations and Tribute booklets for this event.

Financial contributions of and related to retirees were addressed earlier in the CONTRIBUTIONS OF RETIREES TO THE UNIVERSITY AND THE COMMUNITY section of this report (see p. 2).

ARFS Treasurer, Sally Roberts, as well as MaKena Burns, kept track of several financial expenditures related to ARFS activities during the period of time covered by this report. Angela McDaniel, Budget Manager, University Advancement, provided invaluable assistance in assuring the completeness and accuracy of these expenditures.

Below is an accounting of the financial contributions made to ARFS and UWG retirees by the University. The total is **\$5,403.38** based on all information available to us at the time this report was written.

AROHE – To maintain its membership in AROHE, The UWG Association of Retired Faculty and Staff pays annual dues of \$120/year. The membership fee was last paid on 6-1-24.

The REJUVENATOR – Three issues of our newsletter are typically published during the time period covered by this report, but only one was produced this year to due factors described on p. 1. Services provided by UWG Print Services related to the newsletter include set-up of the newsletter, hard copies that are mailed out to a portion of the membership, and addressed envelopes used in mailing the newsletter. Costs for issue #48 were:

SUMMER, 2024

275 newsletters (6 pp. each) printed \$422.44

202 Envelopes printed for mailing \$113.73

Sales tax \$ 37.53

Postage costs\$ 42.90

TOTAL EXPENDITURE (NEWSLETTER): \$ 616.60

Annual Reunion/Recognition of Retirees/Reception/ARFS membership meeting COSTS

Costs Covered by Coordinating Council Members: Expenses covered by Council members included printing of the agenda and slate of nominees for Council positions; two birthday cakes, along with some plates and forks; printing of the materials related to the trivia contest; prizes for the trivia contest; gifts for outgoing Council members; additional gifts for three key founders, as well as some supportive UWG employees and Council members; and printing of follow-up letters, including thank-you letters to tribute writers, as well as cover letters to UWG personnel (UWG president, head of HR, head of Advancement, Archives) and honorees that accompanied copies of the annual commemorative booklets sent to writers of tributes and retirees who were unable to attend this event.

Invitations, commemorative tribute booklets and medallions: Commemorative tribute booklets are printed through UWG Print Services for each retiree, each tribute writer, and attendees at the annual reunion and recognition of retirees event. Copies are also sent to the UWG Archives (via Blynne Olivieri Parker) and to pertinent administrators, with any extras shared with prospective retirees.

Cost of 236 invitations mailed to retirees via post office mail = \$ 113.63

Cost of 231 envelopes for this mailing cost \$ 195.00

Sales tax = \$ 21.60

Postage costs were: \$ 49.04
TOTAL COST FOR INVITATIONS\$ 379.27

Printing cost for 120 retiree tribute booklets = \$227.84
Pre-press typesetting \$ 50.00
Sales Tax \$ 19.45
TOTAL COST FOR TRIBUTE BOOKLETS \$297.29

Printing cost for 6x9 envelopes used to mail 22 booklets
and/or medallions to campus addresses for those not
attending the annual reunion = \$ 31.37

Printing cost for 6x9 envelopes used to mail 20 booklets
and/or medallions to off-campus addresses for those
not attending the annual reunion = \$ 29.93

Sales Tax,,, \$ 42.91

Postage costs for sending to 20 off-campus addresses for those
not attending the annual reunion (booklets/medallions) = \$ 16.52

TOTAL COST FOR SENDING OUT POST-REUNION MATERIALS= \$ 120.73

Purchase of 200 medallions at McEver's (at \$7.75 each) \$1,550.00
24 Medallions engraved (\$10.00 each) \$ 240.00
Artwork/setup (Nexus Approval) \$ 15.00
Sales tax7% \$ 125.30

TOTAL COST FOR MEDALLIONS..... \$ 1,930.30

[Amount includes tax because payment was made through the ARFS Foundation account.]

MISCELLANEOUS COSTS

Yard signs from Print Services purchased in 2022 were re-used in 2024. \$0.00

Photography provided (pro bono) by Hailey Wilkinson of UCM..... \$0.00

FOOD/BEVERAGE COSTS FOR RETIREE RECEPTION/REUNION

The food and beverages served were provided by Dine West at a cost of \$2,939.19

(\$1,000 of this amount was covered by an anonymous donor).

Beverages/tablecloths, etc. \$680.14

EXPENDITURES FOR COSTS OF ANNUAL RETIREE REUNION/RECEPTION/RECOGNITION totaled:
\$2,939.19 [less \$1,000 covered by an anonymous donor].

Beverages included:

Sweet tea, water, assorted canned sodas, bottled orange and apple juice

Food included:

Danish, bagels, muffins, croissants with butter; spinach cheese frittata, breakfast potatoes, French toast with powdered sugar and berries, fruit tray, minim assorted quiches

Charges included:

\$15 delivery charge, \$379.97 service charge, tax of \$191.30.

Respectfully submitted,

Anne C. Richards, ARFS Coordinating Council President (2022-2024)

University of West Georgia Association of Retired Faculty & Staff

