

**Retired State Employees Association
Special Called Board Meeting
Held at RSEA Offices
6901 N. Lamar Blvd., Suite 121
Austin, TX 78752-3530
Thursday, May 12, 2016**

The meeting was called to order at 10:15 a.m. by President William C. (Bill) Hamilton.

Board members attending: Bill Hamilton, Marie Moore, Tom Griebel, Don Raschke, and Diane Thomas. Bill Dally participated via speaker telephone.

Board members absent: Justine Martone, Willie Piña, Lillie Gilligan, Ed Dolzel, and Dan Van Cleve.

Guests attending: None.

Others attending: None.

President Hamilton referred to a previous announcement of the resignation of the Office Manager, Sheila Moritz.

Executive Session

The board entered into executive session at 10:20 a.m. and reconvened at 10:45 a.m.

Update on Financial Activities, including discussion and possible action regarding signature authorities on various financial accounts

Treasurer Tom Griebel recommended actions to be taken by the board relating to signature authority for various financial transactions. Upon motion by Diane Thomas and second by Don Raschke, the board authorized removal of the signature of Sheila Moritz from applicable accounts. The motion passed unanimously. Remaining authorized signatures are William C. Hamilton, President and Tom Griebel, Treasurer.

Discussion of Office Management and Procedures

There was discussion regarding accounting and database systems. Upon motion by Don Raschke and second by Bill Dally, the Board authorized research of available financial accounting systems by Bill Dally and Tom Griebel. The motion passed unanimously.

Update on Board Strategic Planning Process

Bill Hamilton will contact staff at Best Western Austin City Hotel regarding availability for RSEA's annual meeting in September, 2016.

Adjourn

The meeting was adjourned at 11:40 a.m.

Minutes taken and transcribed by Marie Moore.