

# MINUTES of ROCKWELL COLLINS 2013 ANNUAL MEETING

Manville Red Cross Building

November 20, 2013, 1:30

ATTENDANCE: Dave Knuth, Jim Spencer, Cliff Koop, Arlo Meyer, Dick Lenth, Terry Schmitt, Jim Klein, John McDonough, Don Grimm, Melanie Richert, Terry Lamb, Keith Sutherland, Mike Wilson, Vern Jackson, Wil Mickelson, Kathy Waychoff, Bill Ellis, Jessica Link, Angie Ehle, Heidi Soethout, Tom Brennom, Wilma Shadle, Wayne Clayton, Chuck Wehage

## WELCOME AND INTRODUCTIONS

DETERMINATION OF A QUORUM: A quorum was observed present and the meeting was called to order at 1:30 PM.

2012 ANNUAL MINUTES: A motion was made and seconded to approve the minutes of the last Annual Meeting. Motion carried. A motion was made and seconded to also approve the minutes of the 2011 Annual Meeting. Motion carried.

PRESENTATION: Becky Lutgen-Gardner, news director of KGAN/KFXA, continues to work for Diversity Focus on a part time basis. She presented results of a survey to determine community awareness of diversity.

OLD BUSINESS: None

## NEW BUSINESS

Nominations for the 2013 Officers and Board members were presented: They are:

### **Officers**

Terry Lamb	President
Dave Knuth	Vice President
Open	Secretary/Treasurer
John McDonough	Community Projects Director

### **Standing Committee Chairs**

Jessica Link	Membership Director
Jim Green	Communications Director
Jim Klein	Information Systems Director
Melanie Richert	Rockwell Collins

### **Community Service Agencies**

Teresa Robinson	Aging Services
Kathy Waychoff	College Community School District
Cassandra Hiatt	Four Oaks Bridge

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Ann Griffin	Grant Wood AEA
Tracy Robertson	Heritage Agency on Aging
Karla Terry	Linn-Mar School District
Wayne Clayton	Options of Linn County
Barb Klawiter	REACT
Melissa Hall	Red Cross
Jessica Link	RSVP
Debra Applebee	Salvation Army
Heidi Soethout	Sixth Judicial District
Jessie Diesing	Spanda
Nancy Craig	United Way
Angela Ehle	WRAP

## Rockwell Retirees

Tom Brennom	Retired
Bob Clark	Retired
Bill Ellis	Retired
Don Grimm	Retired
Pat Hall	Retired
Ed Holstrom	Retired
Vern Jackson	Retired
Cliff Koop	Retired
Dick Lenth	Retired
Jack Murphy	Retired
Arlo Meyer	Retired
Kay Nelson	Retired
Bob Ocken	Retired
Faye Spading	Retired
Jim Spencer	Retired
Keith Sutherland	Retired
Jim Vacherlon	Retired
John Wauer	Retired
Joe Wells	Retired
Mike Wilson	Retired
Judy Wirth	Retired

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Don Grimm moved and John McDonough seconded a motion that nominations be closed, and that the slate of nominees be approved as listed. Motion passed unanimously.

## PRESIDENT'S ANNUAL REPORT:

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RCRV has had another good year. We are slowly improving our way of doing things and continuing to provide more services for our clients. A few of the more visible efforts include:

- The WRAP program continues to be a big showpiece for the organization. Each year the WRAP volunteers under the direction of Angie Ehle build more ramps. This has been a great boon to handicapped clients. Lots of the people in the community are aware of these efforts.
- SHIIP medical insurance advice literally helps hundreds of individuals get the right health insurance and to get their insurance problems solved.
- The Collins Museum is finally moving to higher levels with much support from RCRV members. This legacy is important to the area and to Collins history with many untold Collins accomplishments coming to light and being formally documented for the first time.
- Recognition awards continue to be received by RCRV members for their outstanding volunteer work. Additionally, RCRV supports these award ceremonies by ushering and directing traffic.
- Once again, the \$10K from the RCI Foundation was awarded to deserving programs in the community.
- It is especially important to recognize all the effort members provide to support many other non-profit causes that don't get lots of attention, but which are extremely important to the recipients and the community. **I would personally like to thank each of these individuals.** Our members continue to log over 40K hours a year in volunteer efforts.
- The non-profits we rely on to provide guidance to RCRV in finding matches for our volunteers and the clients are invaluable to RCRV efforts.
- We continue to increase our membership: 233 volunteers, 16 new members in 2013, 145 members have reported hours this year (still need to encourage volunteers to report hours)
- The top five organizations that RCRV has logged volunteer hours for in 2013 are:

RCRV	14578.53
SHIIP (St Lukes)	5508.12
REACT Center	4870.55
Marion Food Pantry	1263.00
WRAP	1161.13

As a begging organization with no bank account or money, it is obvious that the great support of RCI, UWECI and RSVP, their representatives (Melanie Richert & Kayla Paulson) and the diligent work of the RCRV Officers and Committees is essential for our success.

One last comment; one of our more energetic members, Pat Fox, passed away this fall leaving a gap with all who knew her and came in contact with her.

Thanks to all who have made 2013 a successful year for helping the community.

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Terry Lamb  
President, RCRV

ROCKWELL COLLINS: - Melanie Richert, Senior Community Relation Specialist

Terry Lamb and Jim Green met with Senior VP, Human Resources, Martha May. Adriana D'Onofrio has joined the Community Relations team. Adriana will meet with FIRST mentors, and the company is setting up tours for LEGOers.

## PARTNER AGENCY REPORTS:

Options of Linn County – Wayne Clayton

### Overview

Options of Linn County provides training and support services to help adults with disabilities succeed in vocational and community integration settings. Our staff and consumers thank RCRV for their many contributions to our program. RCRV's original assistive tech creations help many consumers be more independent and productive.

### **Highlights of Activities in 2013**

This section spotlights how RCRV creations have a positive impact on the consumers we serve.

### **RCRV New Assistive Technology Projects:**

**Weighted Blankets:** This project serves the needs of consumers who have sensory integration issues. These blankets are in use in several areas of Options.

**Envelope Stuffer Project:** This project helps consumers who have limited fine motor skills process day habilitation activity newsletters.

**Repair of Existing Devices:** Repair Work Keeps Assistive Devices in Service: During the course of a year, wear and tear takes a toll on the assistive tech our consumers use. RCRV has been valuable to our program by maintaining vocational switches and sensory items, keeping them in operation for our consumers.

**Outreach:** The people at Options enjoy sharing the story of RCRV with others. This year, we have had a number of opportunities to do so.

**Tours** given to college and high school students feature the role that RCRV assistive technology plays in serving our consumers.

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**Assistive Tech Expo/Abilities in Action Conference:** We shared a display table with RCRV introducing people in the human services field to what RCRV can do. That day we had approximately 150 people stop by the display table.

**Recognition from Outside Agencies:** CARF, which provides accreditation for our program, listed our connection with RCRV as a strength during our most recent survey.

## **Moving Forward**

RCRV plays an important role in improving the quality of life for people with disabilities in our community. The people of Options appreciate your help in creating and maintaining the assistive devices that are so important to us.

In the coming year, we look forward to working with RCRV to meet the changing needs of the consumers. Thank you for your service.

RSVP: - Kayla Paulson

### **United Way's RSVP, a 55+ Initiative, Agency Report**

We have seen great success this month with the Veterans in Volunteerism feature. We have had media coverage (MediaCom Newsletters, KGAN, KCRG, and Corridor Business Journal) and volunteer inquiries as a result of this.

Excited for our RSVP Volunteer Appreciation Event, United Way's 55+ Initiative Movie Morning on Dec. 13. We are inviting all RSVP and RCRV Volunteers, both past and present, to join us for a morning of movies and socialization. Please register ahead of time. You are encouraged to bring friends and/or spouses.

Tis the Season to be Thankful: We Want to Say THANK YOU for All You Do!

In an effort to say thank you for all that you do to make our community a better place we want invite you to **United Way's 55+ Initiative Movie Morning**. We are inviting all RSVP volunteers to spend the morning of **Friday, December, 13<sup>th</sup>** with each other as a seasonal celebration. We are hosting a morning of socialization and great movies **at Collins Road Theatres**.

Please invite spouse, friends, and family. The cost is **\$5.00 per person for a ticket, soda, and popcorn** (additional treats can be purchased). There will be door prizes for volunteers and guests. The **doors open at 9:30 a.m. and the movies begin at 10:00 a.m.** A special thank you to Rockwell Collins for sharing in the cost to put this event on.

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Collins Road Theatres (1462 Twixt Town Rd. NE, Cedar Rapids) will offer movies that will be actively playing there at that time.

Register by going online to <http://goo.gl/AVfS5l>, calling United Way at 319.398.5372 x37 with your credit card number ready, or mailing a check to United Way's RSVP, 317 7<sup>th</sup> Ave SE, Cedar Rapids, IA 52401.

## LINN-MAR COMMUNITY SCHOOLS: - Karla Terry

No report.

## WRAP: - Angie Ehle

There are 6 ramps in queue  
Builds are scheduled for the next three days  
39 projects completed so far this year, already a new record  
Since inception, 100 wood builds have been completed  
New web site – [wrapiowa.org](http://wrapiowa.org)

## Cedar Rapids Library: - Jessica Link

Business as usual at the library.  
Fire and Ice  
"Bright Lights"  
United Way pilot

## Corrections: - Heidi Soethout

No Report

## RCRV Committee Chair Reports:

Annual Board Report, RCRV Community Projects Team – John McDonough

We have had many nonprofits in the area stop in to present their need for volunteer help from us. Many have been from local nonprofits as well as several from the Des Moines area. Average attendance at team meetings was 22 this year.

We continue to support seniors in the area with the SHIP program. This year, we seen approximately 2100 retirees at KTGOS at our annual Rockwell Collin Insurance Programs. We continue to provide accurate info on their upcoming insurance offerings from Rockwell Collins. They provided support at each of our meetings as well as a gentleman from Extend Health were at most of the meetings.

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We have several volunteers designing and leading the build of ramps for the WRAP program. We continue to look for more designers for that program. If you have an interest, please see Angie Ehle.

Many of our members support the SCORE program.

We have many of our members on local nonprofit boards.

We have some folks teaching classes to local grade school students as well as with area seniors. Dave Knuth teaches iPad classes to seniors. Vern Jackson teaches geography classes at Jane Boyd and astrology at Monticello schools. Jules Yoder spoke to Milestones folks about Fifi. Tom Brennom provides identity theft speeches to Seniors. Terry Lamb is teaching elementary students about airplanes.

Governor Branstad inducted Mike Wilson into the Iowa Hall of Fame this past year. Congratulations Mike.

We provided tax assistance for the VITA and AARP programs in Iowa as well as in Florida.

We supported the Governor Award Ceremonies by providing ushers and parking attendants at Linn-Mar this year.

The REACT Center donated their 30,000<sup>th</sup> PC to state wide nonprofits that support children activities.

We delivered a RCRV redesigned ALS (Lou Gehrig Disease) laser pointer device for the ALS folks in Des Moines. Gordon Fabian redesigned the electronics and John Wauer redesigned the laser attachment to the persons reading glasses.

We designed, built and delivered a 16' X 16' sand box for the children who visit the NewBo market. We did this for the Freedom Festival this past year.

If you want more detail, please visit [yahoogroups.com](http://yahoogroups.com) for the RCRV1 program and read the minutes provided after each meeting. The Monthly Minutes can be found on [RCRV.org](http://RCRV.org).

If you can dream it, we can do it.

COMMUNICATIONS/NEWSLETTER: - Jim Green

No Report

MEMBERSHIP RECRUITING/RETENTION: - Kayla Paulson

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## **RCRV Membership Recruiting/Retention Report**

### **Stats for FY'13 (October – September)**

- 228 active volunteers
- 12 new this year
- 1 inactivated volunteer restarted
- 9 inactive volunteers terminated/removed
  
- 167 (73%) members have reported hours
- 33,800.66 hours (additional hours may still be reported)

### **Top 5 Agencies supported by RCRV Volunteers in FY'13**

<b>Station Name</b>	<b>Hours</b>
RCRV	14578.53
Unity Point Hospital (St. Luke's)	5508.12
REACT Center	4870.55
Marion Food Pantry	1263.00
WRAP	1161.13

### **Stats for 2013 as of 11.18.2013**

233 active volunteers

17 new this year

1 inactivated volunteer restarted

7 inactive volunteers terminated/removed

157 (67%) members have reported hours

26,301.39 hours (additional hours may still be reported)

### **Top 5 Agencies supported by RCRV Volunteers in FY'13**

<b>Station Name</b>	<b>Hours</b>
RCRV	11509.15
Unity Point Hospital (St. Luke's)	4247.33
REACT Center	3949.60
Marion Food Pantry	915.00
WRAP	883.50

A recruitment mailing was sent in September to 167 RCI retirees we also had materials available at the Health Insurance Seminars.

All RCI Retirees that have shared an email address with RCRV (even if not currently a member) will be invited to the United Way 55+ Initiative Movie Morning on Dec. 13. Please feel free to invite fellow retirees and spouses.

### **Stats for October '13**

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- 233 active volunteers
- 5 new volunteers
- 0 inactivated volunteer restarted
- 0 inactive volunteers terminated/removed
  
- 94 (40%) members have reported hours
- 3,177.07 hours

## DATA BASE: - Jim Klein & Bill Ellis

The RCRV database contains the names of retirees residing in Iowa and few others who have specifically requested to remain on our mailing list after they have moved out of state. It also contains addresses of the local Rockwell Collins senior executives and the RCRV partner agencies.

The database was updated four times based on the new retiree file from Rockwell Collins. There are currently 4102 names in the RCRV database. With the addition of new retirees and the deletion of those who moved out of state or died, this is an increase of 4 members over last year at this time.

The database was also updated based on:

- Address changes on returned newsletters and requests via voice mail and emails.
- Obituaries collected for us by Wilma Shadle.

Mailing label files were provided for:

- RCRV newsletters
- United Way of East Central Iowa
- RSVP to mail RCRV/RSVP information packets to new retirees. There were 118 new retirees in this list for the period of December 2011 through September 2012.

NEXT BOARD MEETING: - January 15, 2014 – Red Cross

ADJOURN:

Submitted by Chuck Wehage, Acting Secretary Treasurer