

UNOPA Executive Board Meeting  
Oct. 2, 2012  
122 Law College

3:07 p.m. President Linda Luedtke called the meeting to order.

**Roll call was taken with these members present:** Linda Luedtke, Mary Klucas, Shawn Sheets, Lisa King, Jaime Long, Cathy Robertson, Diane Carson, Jane Schneider, Deb Rosenau, Roddy Spangler, Alicia Arnold, Tricia Liedle, Marcy Tintera and Gretchen Walker, Kathy Schindler.

**Members Absent:** Barbara Homer and Debbie Hendricks.

**Ad-Hoc Members Absent:** Tonda Humpress

Minutes from the September 2012 meeting were approved as corrected.

OFFICER REPORTS

**President** – Linda Leudtke had no report.

**President Elect** – Mary Klucas had no report.

**Recording Secretary** – Shawn Sheets had no report.

**Corresponding Secretary** – Lisa King is still trying to get the notebook from Lainey Bomberger.

For this year's Giving Tree it was asked if there could be two recipient groups. Suggested groups were the Barnabas Project and Lincoln Literacy. In trying to organize this, Lisa did not want to duplicate groups that have been recipients in the recent past.

Lainey Bomberger has \$125 in expenses for Giving Tree supplies and items from last year.

Cards sent: Barbara Homer, Lynn DeShon, Tricia

**Treasurer** – Jaime Long

The \$0.45 in question last month was for postage for Barbara Homer.

This month there is a \$1.95 postage charge. It came through on 9/26/12 through the UNOPA Cost Center number. Does anyone know who charged this?

It was brought up that the audit reports were done by the same person. For the future, we should not have the same person doing every audit.

**Past President/Bradley Munn** – Cathy Robertson still needs some of last year's annual reports.

The updated Bradley Munn information was given to Deb Rosenau for the UNOPA Website. Deadline is Oct. 15, 2012.

Fall Workshop is Oct. 5 – there was still some questions as to registering for tracks being all or nothing. According to Diane Dickey from Southeast Community College the intent was not to lock someone into registering for one track only, but to be able to choose the sessions you wished to attend.

**Presidential Advisor** – Gretchen Walker had some concerns that the flyer for this month's member meeting was too close to when the meeting was to be held. Please try to distribute the fliers in a timely fashion.

There are 50 people registered for the state workshop.

#### STANDING COMMITTEE REPORTS

**Awards** – Diane Carson asked about gifts for judges not in attendance. In the past mugs had been sent. Those that attend do not get mugs as UNOPA pays for their lunch. What do we want to do this year? The consensus was a thank you, but no mug will be sent to those judges not attending.

Another question posed was: do all categories for awards receive nominations? Yes.

**Bylaws** – Jane Schneider: Follow-up on Bylaws vs. Standing Rules.

Jane Schneider moved to change Standing rule #1 to match the bylaws article III – Membership Section 3, sentence 4. Members who have not renewed their membership by September 30 will be removed from the active member list and lose full membership privileges. Cathy Robertson seconded the motion.

After discussion the motion passed.

It was suggested that an email reminder should be sent before Sept. 30 each year to those who have not renewed their membership.

It was suggested that a follow-up survey should be sent to those who do not renew to try to find out why they did not renew their membership.

**Career Development** – No committee director. Linda Luedtke sent letters to the scholarship winners with forms. Linda also sent thank you's to Katie Helperin and Ryan Pierce with Nebraska Home Sales. The winners were also going to send their own thank you's to Katie Helperin and Ryan Pierce.

**Career Development PSP** – Debbie Hendricks. No report

**Communication Technology** – Deb Rosenau reported that there were several things lost in the transition of the UNOPA website to the new content management system. She has been working to get everything reloaded.

If you have items for the website, please send them in Word format.

Her last day is Nov. 15, 2012 due to a reduction in force.

**Employee Concerns** – Roddy Spangler reported Deb Berens-Hoy has expressed interest in being a co-director for the Employee Concerns Standing Committee. She was unavailable for today's meeting.

Shelley Everett has agreed to represent UNOPA on the Employee Emergency Loan Fund Advisory Committee.

There are still two committees that need representatives:

- 1) Chancellor's Campus Safety Committee – 2 years (meets quarterly) contact former UNOPA rep. Tricia Liedle (2-3305)
- 2) Child Care Committee – 1st meeting will be Oct. 19, 2012. Contact Debbie Hendricks for details (2-9685)

Roddy will continue to contact members to fill these spots. Any suggestions would be appreciated.

**Hospitality** – Alicia Arnold reported that there were 14 registered for the next meeting and more en route.

November's meeting is the Boss of the Year. It will be at the Wick Alumni Center. The caterer has not been chosen. Andrea Peterson or Cathy Robertson may be able to help get a better deal with Premier Catering.

**Membership** – Barbara Homer. Linda Luedtke reported the numbers for this year's membership:

New – 2  
Active –  
Associate –  
Honorary – 19  
Lifetime –

**Nominating** – No committee director.

**Outreach** – Tricia Liedle reported that she had emailed Ranelle Maltas about brown bag sessions on Outlook tips for PC and Mac users and had not heard back yet.

Tricia emailed Diane Siefkes with Southeast Community College regarding a brown bag (no charge) or 3-hour sessions (\$25/person) on LinkedIn. She is willing to conduct two brown bag sessions, but not in the same week.

A request for committee members was sent to the general membership with no response.

There has been one volunteer for mentor.

**Program** – Mary Klucas reported that there are speakers for all of this year's meetings.

She will provide the information so that it can be put on the UNOPA website.

**UNOPA Notes** – Kathy Schindler has one committee member: Brenda Gibson.

She will have a draft of the next Notes to Linda by Friday.

### **Ways and Means –**

Cathy Robertson moved that we made/purchase yard signs to promote the UNOPA parking lot with the total not to exceed \$200. Mary Klucas seconded the motion. After discussion the motion was passed.

Remaining football dates: Oct. 10, 17 and

The Big 10 does not have night games in November.

**Digital Commons** – Tonda Humphress. No report.

**Marketing** – Lisa King. There is no intern yet. Lisa is working with Linda Shippley, but will try contacting the students directly.

**50th Anniversary** – Marcy Tintera. Her group met Sept. 18, 2012. They are working on creating a budget based on 100 in attendance. They wanted to know if UNOPA would consider giving money to help with costs.

Once a budget is created it would need to be brought before the UNOPA Board.

The group wants to update the 40th anniversary PowerPoint presentation. Rick Alloway will present and a Quartet will perform.

The group wants to update the booklet from the 45th anniversary.

Their next meeting is set for Oct. 26, 2012.

The event will be Feb. 21, 2013 at 5:30 p.m. in the East Campus Union. This is a Thursday evening. Please post this information in UNOPA Notes.

Complimentary meals will be given to: Bill Nunez, Harvey Perlman, the speaker, the Quartet and the State and local representatives.

It was suggested that the Deans be invited and post on the UNL Calendar and in Today@UNL. If there are problems getting them posted, let Bill Nunez know.

There was a question about if there will be overlap from the 50th Anniversary program and the Frolickers. This is a possibility.

## OLD BUSINESS

### Football Parking Lot – Safety Concerns:

We sold 91 stalls at the last game.

People from the Malone Center are coming across the road to promote their parking lot.

According to the Fire Marshall we are not allowed to block the back parking lot with a car. Cathy Robertson was going to check with Ron Fuller at Parking Services on this.

When Lisa King turned in the money, she was told that we were turned in for telling people they could not park in the gravel lot. Cathy Robertson will check with Ron Fuller about this.

Please remember that we want no confrontation with people. An example would be someone saying they are parking at the building lot to work, and then walk to the stadium.

Cathy Robertson moved that we have a drawing for a \$25 gift card as an incentive to get workers at the UNOPA parking lot. Members will have their name put into the drawing for each shift worked. Jane Schneider seconded the motion. After discussion the motion passed.

The gift card drawing will be in January 2013.

## NEW BUSINESS

### **UNOPA on Facebook** – Gretchen Walker is going to discuss this with Jaime Long.

The meeting was adjourned at 5:03 p.m.

Respectfully submitted,  
Shawn Sheets

Approved 11/6/12 as corrected.