

Approved as submitted May 5, 2015

**UNOPA Executive Board Meeting Minutes**

April 7, 2015

3:00 p.m. – 5:00 p.m.

Whittier Building, 3<sup>rd</sup> Floor Conference Room

**CALL TO ORDER**

President Jane Schneider called the meeting to order at 3:02 p.m.

Roll Call was taken by Marsha Yelden, Recording Secretary.

**MEMBERS PRESENT**

Jane Schneider, Roddy Spangler, Marsha Yelden, Mikayla Tegler, Alycia Libolt, Tricia Liedle, Cheryl Wemhoff, Diane Wasser, Breana Garretson, Donelle Moormeier, Lindsay Augustyn, Diane Carson

**MEMBERS ABSENT**

Mary Klucas, Karen Jackson, Carissa Martin, Donette Petersen

**AD-HOC COMMITTEE MEMBERS PRESENT**

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Paige Glasshoff

**APPROVAL OF MINUTES**

The minutes from the March 3, 2015 Executive Board Meeting were approved as corrected.

**TREASURER'S REPORT**

The Treasurer's report for March 2015 was accepted as presented.

**OFFICER/COMMITTEE REPORTS**

President. Report attached. There was discussion about how to work with the Chancellor's office to provide funding for NAEOP. The 2015 NAEOP conference funding was discussed. **Diane Wasser moved: "I move to increase the NAEOP budget under President Elect by \$1,000 for July 2015." Seconded by Cheryl Wemhoff. Motion passed.** President Schneider reported that UAAD has requested that they be able to help with one home game parking lot as a way to raise funds for their organization. There was discussion about the impact this could have on UNOPA and our relationship with Parking Services. There was a suggestion to let UAAD members help throughout the season and then give a donation to UAAD based on the number of workers and times worked. It was decided to get feedback from the General Membership about this. President Schneider will prepare a draft electronic survey and present it to the Board before sending it to the General Membership.

President-elect. No report.

Recording Secretary. No report.

Corresponding Secretary. Report attached. Working on the RSVPs from the past presidents and retirees. The programs have been approved. Mikayla may need help transporting the flowers the day of the meeting.

Treasurer. Report attached. Alycia will get more information about transferring our accounts to Union Bank and Trust. There was discussion about how to get checks to people to avoid lost checks and a need for a stop payment in the future. One option suggested was to only disperse checks in person in the future. Another option was sending checks through USPS.

Past President/Bradley Munn. No report.

Presidential Adviser. No report.

Awards. Report attached. The planning for the Rose Frolik award is going well.

Bylaws. No report.

Career Development. No report.

Career Development PSP. No report.

Communication Technology. No report.

Employee Concerns. No report. There will be a University-wide benefits meeting coming up. Any concerns should be forwarded to Diane Wasser. President Schneider discussed the crisis leave bank information she received.

Hospitality. No report. There are 86 people signed up for the Rose Frolik Award meeting.

Membership. No report.

Nominating. Report attached.

Outreach. No report.

Program. No report. Roddy will be contacting everyone who has served on committees to consider serving again next year. How to fill the committee chairs for next year were

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discussed. The next Brown Bag series will feature a speaker who will present on diversity. It will be April 22<sup>nd</sup>.

UNOPA Notes. No report. The next UNOPA Notes will be out in two weeks. Send any information to Lindsey by the 15<sup>th</sup>.

Ways and Means. Report attached.

Digital Commons. No report.

**OLD BUSINESS**

There was discussion about providing a gift to renewing members for the 2015-2016 year. The agreement was that this would be an incentive to encourage new members and renewals from current members. Tricia will research pricing and options for an umbrella.

**NEW BUSINESS**

The 2014-2015 UNOPA budget and current expenses/revenue were discussed. President Schneider asked everyone to look at the budget in preparation for planning for the 2015-2016 year. There was a suggestion to add to the budget to pay for entertainment at the December General Membership meeting. Any budget recommendations should be sent to President Schneider. Annual reports are due to President Schneider by June 30<sup>th</sup>.

The next Executive Board meeting will be May 5, 2015.

The meeting adjourned at 4:12 p.m.

Submitted by Marsha Yelden, Recording Secretary