

Minutes
University of Nebraska Office Professionals Association (UNOPA)
General Membership Meeting
Tuesday, May 8, 2012, 11:45 a.m. – 1:00 p.m.
East Campus Student Union

President, Cathy Robertson, called the meeting to order at 12:02 p.m.

The minutes of the April 11, 2012, General Membership Meeting had been emailed to the membership prior to the meeting. **The minutes will stand approved as presented.**

Officer Reports

President-Elect: Linda Luedtke

The change in the Bylaws requires approval of the proposed budget by the general membership at the May meeting. The proposed budget for 2012-2013 was emailed to the membership prior to the meeting.

Linda Luedtke moved that we approve the proposed budget for 2012-2013. The motion was seconded by Mary Klucas. After a brief discussion about where the budget funds were coming from and the announcement that UNOPA will have the Whittier Building parking lot for this fall for home football games as a fund raiser the motion was passed unanimously.

Treasurer: Marlee Crombie

The April Treasurer's report was emailed to the membership prior to the meeting. **The report will be filed for audit.**

Past President: Mari Greer

The Bradley Munn Professional Growth Fund is still selling raffle tickets for a Nook Color. Raffle tickets are \$5 for one ticket and \$20 for six tickets. The drawing will be at the end of the meeting today.

Standing Committee Reports

Bylaws: Pat Hust

There were 49 ballots cast regarding the changes to the Bylaws, 48 of which were positive. The Bylaws have been updated to reflect the newly approved changes.

Pat Hust moved that the electronic files be deleted. The motion was seconded by Lola Young. The motion passed unanimously.

Mentoring: Jane Schneider

There will be a Brown Bag Lunch event on May 22, 2012, in the East Campus Student Union. Dr. Dawn O. Braithwaite will present a session titled *Communicating Credibility for Professionals*.

Nominating: Nelvie Lienemann

Since voting was done electronically this year, *Nelvie Lienemann moved that the electronic files be deleted. The motion was seconded by Judy Anderson. The motion passed unanimously.*

Outreach: Mary Klucas

The Summer Social will be 3:45 p.m. – 5:30 p.m. on June 7, 2012, in the East Campus Student Union. We will be playing Bunco. It is a very easy game to play and hopefully will allow us to get to know one another even better. The cost will be \$5 per person. Registration information is on the tables. It will also be sent by email and posted to the website.

UNOPA Notes: Linda Ratcliffe

The deadline for the next issue of UNOPA Notes will be May 11, 2012.

Hospitality: Jaime Long and Sara Luther

The 50/50 drawing collected \$67. Pat Hust received \$33.50 and \$33.50 will go to President Cathy’s designated charity – Martin Luther King, Jr. Scholarship program.

Program – Installation of New Board

Cathy Robertson made a few closing comments thanking everyone for their time and support this year.

Gretchen Walker welcomed everyone to the Installation of the 2012-2013 Board. President Linda Luedtke has chosen “Positive Attitudes Require Positive Thinking” as her theme. Gretchen installed the 2012-2013 elected officers and presented them with an insulated glass from Linda Luedtke.

President	Linda Luedtke
President-Elect	Mary Klucas
Recording Secretary	Shawn Sheets
Corresponding Secretary	Lisa King
Treasurer	Jaime Long

The Directors for the 2012-2013 Board were introduced.

President Linda Luedtke thanked Gretchen Walker for presiding over her installation and for agreeing to serve as her Presidential Advisor. Those who accepted Committee assignments for the upcoming year were also thanked.

Using her love of giraffes and large wild animals and her theme –“Positive Attitudes Require Positive Thinking”— Linda Luedtke described the safari we will be on in the upcoming year. She talked about how working together as a team with positive attitudes we can tackle the obstacles in our paths. Stress levels can be reduced if we can overcome the negativity and find the positives in each situation. Linda had a luggage tag with a positive though on it to start us out on our journey. She challenged us to write down at least one positive thought or action each day.

Linda reminded us that we will be celebrating UNOPA’s 50th Anniversary during 2012-2013.

Linda Luedtke called Cathy Robertson to the podium. Cathy was presented with a Past President’s plaque for her year of service as well as a desk clock.

Mari Greer did the drawing for the Nook Color. Mary Klucas won the raffle.

Cathy Robertson had over the gavel to Linda Luedtke as President, 2012-13.

President Linda Luedtke adjourned the business portion of the meeting at 12:48 p.m.

A reception was hosted in honor of Lola Young and Gretchen Walker. Lola Young will be installed as the first National President from UNOPA. UNOPA presented Lola with a suitcase to aid in her travels as she represents NAEOP as President. Her theme will be “**Caring Enough to Share**”.

Gretchen Walker will be installed as Higher Education Council National Chair. She will also be installed as President-Elect of NEOPA. Gretchen received children’s books for the NAEOP Higher Ed service project and was also given a small gift from the Board.

Respectfully submitted,

Mary Klucas, Recording Secretary