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2004-05 UNOPA Executive Board Minutes, November

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UNOPA Executive Board Meeting
November 2, 2004
Harper-Schramm-Smith

Call to Order: President Sandy Watmore called the meeting to order at 3:05 p.m. Roll Call followed.

Members Present: Sandy Watmore, Becky Hastings, Jeanette Fisher, Lois Erickson, Kathy Schindler, Barb Andersen, Gretchen Walker, Carol Bom, Deb Hendricks, Donelle Moormeier, Jan Edwards, Barb L'Heureux, and Judy Anderson.

Members Absent: Helen Sexton, Marcy Tintera, Shirley Horstman, and Debbie Burns.

Ad Hoc Members Present: Mary Guest, Edie Schleiger, Lola Young, and Diane Wasser.

Ad Hoc Members Absent: Dora Dill, Kathy Stastny, Faye Massa, and Kathy Thompson.

OFFICERS' REPORTS

Recording Secretary: The minutes from the October Board Meeting were reviewed. Please let Kathy know if there are any corrections.


Treasurer: Lois Erickson said UNOPA received its first check from the football parking lot proceeds. The check was for \$1,964 and wasn't listed in the monthly financial report.

Corresponding Secretary: Jeanette plans to set up the Giving Tree for the general meeting and said she needed time to talk about it at the meeting.

She also sent cards to Brad Munn's wife following Brad's death, to Marcia Rowley following surgery, and to Amy Stewart following surgery on one of her twins.

A discussion followed about developing a scholarship in Brad Munn's name. The scholarship could be for sending one of our members to the national conference. Brad was a great UNOPA supporter and was an affirmative-action officer at UNL. Carol Bom will work with the Awards Committee to develop a proposal.

President Elect/Program: Becky Hastings said the speaker for next week's meeting is Jason Schroeder from the Air National Guard and his topic is Homeland Security.

President:  At the fall NEOPA (Nebraska Educational Office Professionals Association) meeting in Wayne, Sandy was selected as the Office Professional of the Year. She will automatically be entered in the national competition through the National Association of Educational Office Professionals (NAEOP).

Mentoring: Mary Guest said the mentoring program is almost ready to go. The mentoring program web site will go live in November and she will make an announcement about the program at the December meeting. In addition, she will be making cards with the web address for the December meeting.

NAEOP/NEOPA Liaison: Edie reported that quite a few UNOPA members went to the state fall conference in Wayne, Nebraska. Everyone was proud of Sandy for winning the Nebraska Office Professional of the Year award.

Communication Technology Committee (Web Page Technician): Diane said she would be posting the meeting minutes under Minutes & Programs on the website.

UNFINISHED BUSINESS

Meeting dates and locations: It was decided to move the January board meeting from Tuesday, January 4 to Thursday, January 6, 2005, at 3 p.m. The location will be announced at a later date.

The December board meeting will be December 7 in the Harper Conference Room. Bring snacks, but no gifts.

The meeting was adjourned at 4:15 p.m.

The next meeting will be December 7 at 3 p.m. at the Harper Conference Room.

Respectfully submitted,
Kathy Schindler,
Recording Secretary