

2004

2004-05 UNOPA Executive Board Meeting Minutes

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UNOPA Board Meeting
3:00 PM Tuesday, January 13, 2004
1700 Y Street Rm-Purchasing Conference Rm

Call to Order

Roll Call

Approval of Minutes

Treasurer's Report

Communications/Announcements

Officer/Committee Reports

President	Carol Bom
Corresponding Secretary	Amy Stewart
Treasurer	Jerry Schluckebier

Committee Reports

Awards Director	Becky Hastings
Nominating	Betty Tutt
Professional Growth	Tricia Liedle
UNOPA Notes	Judy Anderson or Barb Carley

Unfinished Business

Survey Suite

New Business

Women's Center Request

Adjournment

UNOPA Board Meeting
3:00 p.m. Tuesday, February 3, 2004
218 Biochemistry Hall, East Campus

Call to Order

Roll Call

Approval of Minutes

Treasurer's Report

Communications/Announcements

Officer Reports

Standing Committee Reports

Awards Director	Becky Hastings
Foundation	Chris Cary
Membership	Jeanette Fisher
Nominating	Betty Tutt
Professional Growth	Tricia Liedle

Unfinished Business

Quilt Center request
Survey Suite

New Business

Members joining in March/April

Adjournment

To park – close 10 lots to Biochemistry include one on the east side of the building, and the East Campus Union lot

**UNOPA Board Meeting
11:30 a.m. Tuesday, March 2, 2004
City Campus Union
Room to be posted**

Call to Order

Roll Call

Presentation by Tad McDowell/Kim Phelps on Parking Issue for next year

Approval of Minutes

Parking Advisory Committee

Treasurer's Report

Communications/Announcements

Officer Reports

Standing Committee Reports

Awards Director

Hospitality

Nominating

Professional Growth

UNOPA Notes

New Business

Barb Carley

Susan Thomas

Betty Tutt

Tricia Liedle

- 22 registered as of yesterday

Academic Senate information on tuition remission benefit

Adjournment

**UNOPA Board Meeting
3:00 p.m. Tuesday, April 6, 2004
East Campus Union
Room to be posted**

Call to Order

Roll Call

Approval of Minutes

Treasurer's Report

Communications/Announcements

Officer Reports

Standing Committee Reports

Awards Director	Becky Hastings
Foundation	Chris Cary
Hospitality	Susan Thomas
Membership	Jeanette Fisher
Nominating	Betty Tutt
Professional Growth	Tricia Liedle

Special Committee Reports

Survey Suite	Kathy Schindler
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New Business

Annual Report
Items to Keep

Adjournment

**UNOPA Board Meeting
12:00 p.m. Wednesday, May 5, 2004
City Campus Union
Georgian Room A (second floor)**

Call to Order

Roll Call

Approval of Minutes

Treasurer's Report

Officer Reports *Amy - service projects*

Standing Committee Reports

Hospitality	Pat DeStefano?
Nominating	Betty Tutt
Professional Growth	Tricia Liedle

Special Committee Reports

New Business

PSP Donation
Chancellor's Allocation for National Conference attendees
Money for Pres/Pres elect to attend National

Thank you
Adjournment

Sandy W - program?

**UNOPA Board Meeting
City Campus Union
Wednesday, May 5, 2004**

CALL TO ORDER

President Carol Bom called the Executive Board Meeting to order on May 5, 2004 at 12:00 noon at the City Campus Union.

ROLL CALL

Members Present:

Sandy Watmore	Joan Frederick	Amy Stewart
Jerry Schluckebier	Chris Cary	Betty Tutt
Betty James	Carol Bom	Tricia Liedle
Judy Anderson	Jan Edwards	Linda Luedtke

Members Absent:

Becky Hastings	Jeanette Fisher	Susan Thomas
Kathy Schindler	Barb Anderson	Barb Carley

MINUTES

The minutes of the April 6, 2004 Board Meeting had one minor correction and was approved by the Board.

TREASURER'S REPORT

The treasurer's report indicated there is still income to be added from award funds and the expenses for the Summer Social. The report will be published in the next UNOPA Notes newsletter.

OFFICER REPORTS

President: Carol Bom met with Herb Howe, attended the Dean and Directors Meeting; and attended the state conference for NEOPA.

Vice President: Sandy Watmore has the Installation of Officers meeting set up and it will include participation and interaction of both the general members and Board Members. Carol will send out a reminder to the membership about the meeting on May 13, 2004.

Corresponding Secretary: Amy Stewart suggested the Service Projects; Giving Tree, Cancer Walk and Friendship Home, should be organized as a committee, possibly under this position to add continuity. Sandy Watmore said the next Board of Director's

members could make a decision on this. It was also suggested it should be a Standing Committee instead of an Ad-Hoc committee

STANDING COMMITTEE REPORTS

Nominating: Betty Tutt was pleased with the slate of candidates and those willing to serve UNOPA next year. She made a motion to allow the Nominating committee to destroy the ballots from the election. Motion passed.

Professional Growth: Tricia Liedle reported about 75 people attended the workshop, *Health and Humor*, on May 3 and about 50 of the participants were UNOPA members. The cost of the refreshments will be split between UNOPA and UAAD. There will be four PSP recipients at the general meeting.

SPECIAL COMMITTEE REPORTS

Jan Edwards asked that a reminder or announcement at the general meeting be made about notifying the Corresponding Secretary if cards need to be sent to members throughout the year.

NEW BUSINESS

PSP Fund Donation: The Board approved a motion to donate \$500 to the PSP Endowment fund.

Chancellor's Allocation for National Conference Attendees: Carol announced the Chancellor has approved \$1400 in support for attendees this year. Eleven members are attending the Conference and the funds will be split evenly between the 11 attendees.

The Board approved a motion to sponsor the President and President-Elect with \$300 each for expenses to attend the National Convention in Boston in July.

OTHER BUSINESS

The transitional meeting for the current Board members and the new Board members will be held on Tuesday, June 15, at 3:00 p.m. at Harper Schramm/Smith Hall, hosted by Sandy Watmore. Current members should bring their UNOPA notebooks to pass to the new officers.

The Board Members annual reports are due to Carol by May 15th.

Meeting adjourned at 12:50 p.m.

Respectfully submitted,
Recording Secretary
Joan Frederick

UNOPA Board Meeting
3:00 PM Tuesday, June 15, 2004
1150 N 14th Street

Call to Order

Roll Call

Approval of Minutes

Treasurer's Report

Communications/Announcements

Jeanne Andelt note
Annual Report

Officer Reports

Committee Reports

New Business

UNOPA Budget – CD evaluation

Adjournment