

2014

2014-15 UNOPA General Meeting Minutes

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UNOPA GENERAL MEMBERSHIP MEETING MINUTES

September 9, 2014

11:45 a.m. to 1:00 p.m.

East Campus Union

President Jane Schneider called the meeting to order at 12:06 p.m.

APPROVAL OF MINUTES

The minutes from the May 13, 2014 General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the May 13, 2014 meeting were approved as corrected.

OFFICER REPORTS

PRESIDENT

President Schneider asked Diane Wasser to announce a recent award. UNOPA's website won 1st place at the National summer meeting. This is the second year we have won first place. UNOPA Notes placed 2nd for the Rachel Maynard Award. Andrea Peterson accepted the certificate.

A team is being put together to honor Gretchen Walker for the Making Strides Against Breast Cancer Walk. The walk is on October 26th at Holmes Lake Park.

All members in attendance should complete the Personal Image Release Form. Blank forms are at each table.

APPROVAL OF TREASURER'S REPORTS

The June 2014 and July 2014 Treasurer's reports were emailed to the membership prior to the meeting. The June 2014 and July 2014 Treasurer's reports will be filed for audit.

PAST PRESIDENT/BRADLEY MUNN

Mary Klucas spoke regarding the Bradley Munn Fund. The first deadline is October 15th.

COMMITTEE REPORTS

AWARDS

Tricia Liedle announced the call for nominations for the Floyd S. Oldt Boss of the Year Award, Floyd S. Oldt Silver Pen Award and Floyd S. Oldt Outstanding Staff Award. She is looking for volunteers to serve on the Awards Committee.

MEMBERSHIP

President Schneider presented information about our membership numbers. To date there are 60 total members. 52 active, 3 new, 3 retired, 1 associate and 1 honorary. The deadline to submit membership renewal is September 30, 2014. Three new members were recognized: Kara Danforth, Lauren Szalkiewicz and Leann Frobom. Each was given a mug and UNOPA lapel pin.

SECRET FRIENDS

Diane Wasser announced that Secret Friends will continue this year. Sign up forms were on each table. This year you can bring your gift to a general membership meeting. There will be a table set up for leave and pick up your gifts. Diane and Mari Greer will make sure that any gifts not picked up will be delivered to the recipient.

EMPLOYEE CONCERNS

Karen Jackson indicated that there are two committees that still need representatives: Campus Recreation Advisory Committee and Chancellor's Commission on Environmental Sustainability. The representative for the Campus Recreation Advisory Committee must be member of Campus Recreation.

WAYS AND MEANS

Diane Carson recognized the people who have worked the first two game day parking lots fundraisers.

NEOPA WORKSHOP, NORTH CENTRAL AREA PROFESSIONAL DEVELOPMENT DAY

Mary Guest spoke about the upcoming NEOPA Spring Conference and North Central Professional Development Day to be held April 24 and 25, 2015. The NEOPA Fall Workshop will be held in Wayne, Nebraska. NEOPA membership forms are available from Mary.

HOSPITALITY-50/50 DRAWING

Door prizes were awarded. The 50/50 drawing collected \$59.00 total. The winner of \$29.50 was Marcy Tintera.

PROGRAM

Dr. Stacie Ray spoke about the HearU Nebraska program.

ANNOUNCEMENTS

President Schneider announced the deadline to submit items for UNOPA Notes is Friday, September 12, 2014. The deadline will be the Friday after the General Membership meeting.

The Higher Learning Commission Leadership Team will present at the next meeting. They are looking for input from UNOPA members for the upcoming accreditation process.

Meeting adjourned at 12:52 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

October 14, 2014

11:45 a.m. to 1:00 p.m.

Jackie Gaughan Multicultural Center

President Jane Schneider called the meeting to order at 11:45 a.m.

APPROVAL OF MINUTES

The minutes from the September 9, 2014 General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the September 9, 2014 meeting were approved as submitted.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The August 2014 and September 2014 Treasurer's reports were emailed to the membership prior to the meeting. The August 2014 and September 2014 Treasurer's reports will be filed for audit.

COMMITTEE REPORTS

MEMBERSHIP

President Schneider presented information about our membership numbers. The deadline to submit membership renewal was September 30, 2014. Two new members were recognized: Rebecca Mathis and Lynette Windhorst. Each was given a mug and UNOPA lapel pin.

UNIVERSITY-WIDE BENEFITS COMMITTEE

Catholic Health Initiative and BlueCrossBlueShield have come to an agreement to allow UNL employees to use the Preferred Provider discounts on services through December 31, 2014. The enrollment period for 2015 benefits will be starting soon.

WAYS AND MEANS

Diane Carson discussed the parking lot sales to date. She did verify that we are not allowed to sell the marked handicap parking stalls to vehicles that do not display a handicap plate or hangtag.

GIVING TREE

Mikayla Tegler announced that St. Monica's will be the recipient of the Giving Tree this year. More information will be provided later.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$55.00 total. The winner of \$27.50 was Jaime Long. HearUNebraska will receive \$27.50. Centerpieces and door prizes were awarded.

PROGRAM

Laurie Bellows and Renee Batman from the Higher Learning Commission Leadership Team discussed the upcoming Reaffirmation of Accreditation in the North Central Association for UNL. To help with their information gathering, everyone in attendance was asked to provide examples of ways that their department/unit/etc. contributed to the three primary missions at UNL. Examples were written on sticky notes and posted on one of three question boards.

ANNOUNCEMENTS

Secret Friend gifts should be picked up after the meeting. Any gifts not picked up will be delivered to the recipient.

Labels for Education and Box Tops for Education information was presented. Everyone was encouraged to collect these to benefit Lincoln Public Schools.

Meeting adjourned at 1:00 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

November 11, 2014

11:45 a.m. to 1:00 p.m.

East Campus Union, Great Plains Room

President Jane Schneider called the meeting to order at 12:05 p.m.

APPROVAL OF MINUTES

The minutes from the October 14, 2014 General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the October 14, 2014 meeting were approved as submitted.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The October 2014 Treasurer's report was emailed to the membership prior to the meeting. The October 2014 Treasurer's report will be filed for audit.

CORRESPONDING SECRETARY

A brief overview of the 2014 Giving Tree was presented by Mikayla Tegler. St. Monica's is the recipient this year.

COMMITTEE REPORTS

MEMBERSHIP

President Schneider presented information about our membership numbers. To date there are 83 total members. 74 active, 1 associate, 1 honorary and 7 retired.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$110.00 total. The winner of \$55.00 was Linda Wood. HearUNebraska will receive \$55.00. Door prizes were awarded: Mary Guest—Hershey's candy bar; Tisha Mullen—T-shirt, flag and pie certificate; Nicole Smith—T-shirt, flag and pie certificate.

PROFESSIONAL STANDARD PROGRAM (PSP) PRESENTATION

Debbie Hendricks presented three certificates: Jane Schneider was awarded a plaque in recognition of her Advanced III Option I CEOE. Barb Homer was recognized with a bar added to her plaque for her Advanced I Option I PSP certificate. Linda Luedtke received a plaque in honor of her Advanced III Option I PSP certificate. Barb Homer was also recognized as the recipient of the NEOPA Educational Office Professional of the Year Award.

NEOPA ADMINISTRATOR OF THE YEAR AWARD

Marjorie Kostelnick was presented with the NEOPA Educational Administrator of the Year award by Mary Guest, NEOPA President.

AWARDS PROGRAM

The 2014 Floyd S. Oldt Silver Pen recipient is Diane Carson. Diane received a silver pen, \$600.00 and a one-year UNOPA membership.

The nominees for the Floyd S. Oldt Boss of the Year Award were announced by Katie Kerr. The nominees are Michael Zeleny, Assistance Vice Chancellor, Office of Research and Economic Development and Steven Waller, Dean, College of Agricultural Sciences and Natural Resources. Each recipient received a certificate of nomination. Katie Kerr briefly spoke on the importance of mentorship, for both the mentor and mentee. The recipient of the 2014 Floyd S. Oldt Boss of the Year Award is Steven Waller. Dr. Waller received a plaque, \$500.00 and a one-year UNOPA membership.

ANNOUNCEMENTS

Information about the NEOPA past fundraiser is available at the check in table. Remember to pick up your Secret Friends gift. Continue to collect and turn in your Labels for Education and Box Tops. There is a box at the check in table to put them in. The next parking lot to work is November 22nd for the Minnesota game. The next general membership meeting will be December 9th.

Meeting adjourned at 12:49 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

December 9, 2014

11:45 a.m. to 1:00 p.m.

Jackie Gaughan Multicultural Center, Room 212

President Jane Schneider called the meeting to order at 11:55 a.m.

APPROVAL OF MINUTES

The minutes from the November 11, 2014 General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the November 11, 2014 meeting were approved as submitted.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The November 2014 Treasurer's report was emailed to the membership prior to the meeting. The November 2014 Treasurer's report will be filed for audit.

CORRESPONDING SECRETARY

Contributions to St. Monica's need to be donated by the end of the day on Thursday, December 11, 2014. Monetary donations can be made through St. Monica's website.

COMMITTEE REPORTS

PARKING LOT REPORT & DRAWING

Diane Carson presented an overview of the 2014 parking lot. A drawing was held for the people who worked the parking lot. Receiving a \$25 gift certificate were Mary Klucas and Linda Arnold.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$84.00 total. The winner of \$42.00 was Lila Luft. The Lincoln Continentals received \$42.00. Door prizes were awarded courtesy Staybridge Suites: Multi-function pen—Marsha Yelden; Cargo holder/bag—Shelly Green; One night stay at Staybridge Suites—Linda Wood.

SOUP POT

Mary Guest spoke about the NEOPA Soup Pot. The Soup Pot is based off of Jon Gordon's book "Soup." The Soup Pot will travel through the five local affiliates and given out at the NEOPA Spring Conference and Area Professional Development Day. Donations to the Soup Pot are accepted. Jane Schneider has a copy of the book if you would like to read it.

GUEST SPEAKER

The Guest Speaker was Dr. Lindsay Hastings with the Nebraska Human Resource Institute. Dr. Hastings gave a brief overview of the Institute.

ENTERTAINMENT

Members of the Lincoln Continentals performed a number of holiday songs.

ANNOUNCEMENTS

Nominations will be accepted and nominating forms for officer elections will be available in early January. If you are planning on attending the Martin Luther King Freedom Breakfast, please let Jane Schneider know. The next Bradly Munn application deadline is January 15, 2015. The January 13, 2015 UAAD/UNOPA joint meeting will feature Backyard Farmer. They welcome your gardening questions. Continue to collect and turn in Labels for Education and Box Tops. There will be two PSP brownbag sessions: Thursday, December 11, 2014 and Monday, December 15, 2014, both from 11:00 a.m. to 1:00 p.m. in Seaton Hall. The next general membership meeting will be January 13, 2015.

Meeting adjourned at 12:50 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA/UAAD JOINT MEMBERSHIP MEETING MINUTES

January 13, 2015

11:45 a.m. to 1:00 p.m.

East Campus Union, Great Plains Room

President Jane Schneider called the meeting to order at 11:55 a.m.

APPROVAL OF MINUTES

The minutes from the December 9, 2014 General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the December 9, 2014 meeting were approved as submitted.

UNOPA OFFICER REPORTS

TREASURER'S REPORT

The treasurer's report was postponed until February.

CORRESPONDING SECRETARY

The membership was thanked for their Giving Tree contributions.

UNOPA COMMITTEE REPORTS

NOMINATING

Donelle Moormeier reported that she would put out a call for nominations. The nominations committee will notify those who are nominated to get permission to add their names to the ballot. An email ballot will go out to the membership in March.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$78.00 total. The winner of \$39.00 was Marilyn Johnson. HearU Nebraska received \$39.00. Centerpieces donated by Oak Creek Plants and Flowers were awarded to Jenny Schnase (UAAD), Margo Young (UAAD), Nancy Weyers (UAAD), Jason Farber (UAAD), Roddy Spangler (UNOPA), Mike O'Connor (UAAD), Lorraine Moon (UNOPA), Cathy Schindler (UNOPA), Kate Engel (UAAD), Judy Anderson (UNOPA) and two others.

UAAD OFFICER REPORTS

No reports.

UAAD COMMITTEE REPORTS

No reports.

GUEST SPEAKERS

The Guest Speakers were panelists Dennis Ferraro, Zac Reicher, Kevin Korus, Sarah Browning and moderator Kim Todd with Backyard Farmer. They answered gardening questions from the audience.

ANNOUNCEMENTS

No announcements.

Meeting adjourned at 1:00 PM.

Submitted by Jane Schneider, President and Mikayla Tegler, Corresponding Secretary.

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

February 10, 2015

11:45 a.m. to 1:00 p.m.

Cottonwood Room, Nebraska East Union

President Jane Schneider called the meeting to order at 12:00 p.m.

GUEST SPEAKER

The Guest Speaker was Dr. Anne Hobbs, Director of the Juvenile Justice Institute, School of Criminology & Criminal Justice. Dr. Hobbs gave a brief talk about the Institute.

APPROVAL OF MINUTES

The minutes from the January 13, 2015 UNOPA/UAAD Joint Membership Meeting were emailed to the membership prior to the meeting. The minutes from the January 13, 2015 meeting were approved as corrected.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The December 2014 and January 2015 Treasurer's reports were emailed to the membership prior to the meeting. The December 2014 and January 2015 Treasurer's reports will be filed for audit.

COMMITTEE REPORTS

NOMINATING COMMITTEE

If you have been nominated to serve on the Executive Board, the deadline to accept is February 13, 2015.

CAREER DEVELOPMENT-PSP

The 9TH Annual PSP Luncheon will be March 28, 2015 at Vine Congregational Church. Jim McKee is the speaker. The flier will be out soon.

AWARDS COMMITTEE

Tricia Liedle announced the deadline for nominations for the Rose Frolik Award is March 12, 2015. The criteria for the award are listed on the UNOPA website. There is a list of eligible members on the website. The award will be presented at the April General Membership meeting.

MEMBERSHIP

Membership numbers are included on the agenda. There are three new members. None were in attendance.

NEOPA/NORTH CENTRAL AREA CONFERENCE

Mary Guest spoke about the NEOPA/North Central Area Conference. The conference will be held April 24 and 25 at the Grand Manse. The cost is \$75.00. If you want to add Friday, there is

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an additional \$25.00. A total of 17 inservice hours are available if attend both days. PSP points can be earned by serving on committees.

NEOPA is holding an informal get-together at Arnold's in Havelock on February 11, 2015. This is open to members and non-members.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$67.00 total. The winner of \$33.50 was LeAnn Frobom. HearU Nebraska will receive \$33.50. The door prize of a \$25.00 Applebee's gift certificate and a box of chocolates was won by Barb Homer. Centerpieces were won by Kathy Schindler, Jan Wassenberg, Deb Lawrence, Sommer Fousek, Edie Schlieger, Lisa King and Marsha Yelden.

ANNOUNCEMENTS

No announcements.

Meeting adjourned at 12:46 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

March 10, 2015

11:45 a.m. to 1:00 p.m.

Arbor Suite, Nebraska East Union

President Jane Schneider called the meeting to order at 11:58 a.m.

APPROVAL OF MINUTES

The minutes from the February 10, 2015 UNOPA General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the February 10, 2015 meeting were approved as submitted.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The February 2015 Treasurer's report was emailed to the membership prior to the meeting. The February 2015 Treasurer's report will be filed for audit.

NEW MEMBER INTRODUCTION

New member Keith McGuffey was not in attendance. New member Kelsey Sims was recognized and presented with a mug.

GUEST SPEAKER

The guest speaker was Susan Cook with the Homestead National Monument. Ms. Cook is a Ranger at the park and gave a history of the Homestead Act and an overview of the Homestead National Monument.

NOMINATING COMMITTEE

Donelle Moormeier urged members to nominate. There were 45 members nominated. Nominations accepted for president-elect: Tricia Liedle and Lisa King; Recording Secretary: none; Corresponding Secretary: Marsha Yelden; Treasurer: Alycia Libolt and Marilyn Johnson. President Schneider called for nominations from the floor. The following nominations were made and accepted: Recording Secretary: Barb Homer and Judy Anderson. A brief bio from each nominee is due to the Nominating Committee by March 13th. The bios will be sent to each member on March 16th. On March 24th the ballots will be available. Votes are due April 1st.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$57.00 total. The winner of \$28.50 was Susan Thomas. HearU Nebraska will receive \$38.50. Door prizes of jars of candy were awarded to Edie Schleiger, Alycia Libolt, and Pam Waldvogel. Centerpieces were won by Donna Bode, Roddy Spangler, Beth Zager, Shelly Green, Lorraine Moon, Kristy Rejda and Jeanne Bonnett. There was a tie for guessing the amount of candy in the jar between Susan Thomas and Lindsay Augustyn. They both received a jar of candy.

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ANNOUNCEMENTS

Registration for the Professional Development Day and NEOPA Spring Conference is due by April 2nd. We still need a few volunteers to work the parking lot for the Spring Game. The PSP Luncheon registration is due March 20th. Rose Frolik nominations are due March 12th. The Rose Frolik lunch will be held April 14th.

Meeting adjourned at 12:50 p.m.

Submitted by Marsha Yelden, Recording Secretary

UNOPA Treasurer's Report -- February 2015

								Balances:
Beginning Checking Account Balance - 2/1/15								\$ 5,472.26
Income:								
February Interest				\$	0.21			
Deposit - 2/13/15				\$	172.60			
Hospality - January Luncheon - \$21.40								
Hospality - February Luncheon - \$117.70								
50/50 - \$33.50								
							Total Income:	\$ 172.81
Expenses:								
242 - NE Dept of Revenue - Sales Tax				\$	6.36			
243 - Susan Thomas - Speaker Gifts (Program)				\$	52.62			
244 - Jane Schneider - Speaker Gifts (Career Dev'l)				\$	25.00			
245 - Pat DeStefano - February Décor (Hospality)				\$	35.00			
							Total Expenses:	\$ 118.98
Ending Checking Account Balance - 2/28/15								\$ 5,526.09
Beginning Cost Center Balance - 2/1/15								\$ (3,039.29)
Income:								
							Total Income:	\$ -
Expenses:								
Nebraska East Union - February Luncheon (Hospality)				\$	139.01			
							Total Expenses:	\$ 139.01
Ending Cost Center Balance - 2/28/15								\$ (3,178.30)
Ending Checking Account Balance - 2/28/15								\$ 5,526.09
Ending Cost Center Balance - 2/28/15								\$ (3,178.30)
Total Funds Available:								\$ 2,347.79
Savings Account Balance - 2/28/15								\$ 11,493.61
55th Anniversary Balance: \$93.00 - \$6.36								

UNOPA GENERAL MEMBERSHIP MEETING MINUTES

April 14, 2015

11:45 a.m. to 1:00 p.m.

Arbor Suite, Nebraska East Union

President Jane Schneider called the meeting to order at 12:00 noon.

APPROVAL OF MINUTES

The minutes from the March 10, 2015 UNOPA General Membership Meeting were emailed to the membership prior to the meeting. The minutes from the March 10, 2015 meeting were approved as submitted.

OFFICER REPORTS

APPROVAL OF TREASURER'S REPORTS

The March 2015 Treasurer's report was emailed to the membership prior to the meeting. The March 2015 Treasurer's report will be filed for audit.

COMMITTEE REPORTS

NOMINATING COMMITTEE

Donelle Moormeier reported on the results of the elections. The winners for the 2015-2016 year are: President-Elect, Tricia Liedle; Recording Secretary, Judy Anderson; Corresponding Secretary, Marsha Yelden and Treasurer, Alycia Libolt.

HOSPITALITY-50/50 DRAWING

The 50/50 drawing collected \$113.00 total. The winner of \$56.50 was Cathy Robertson. HearU Nebraska will receive \$56.50. The door prize of a \$15.00 Subway gift card was won by Stephanie Welch. Door prizes of jars of candy were awarded to Tricia Liedle, Linda Luedtke and Alycia Libolt. The flower centerpieces were awarded to Jaime Long, Alycia Libolt, Christina Fielder, Deb Lawrence, Jeanne Bonnett, Kathy Thorne, Deb Predmore, Edie Schleiger, Carl Bom, Jan Wassenberg, Vida Eden, LeAnn Frobom and Cindy Hornung.

AWARDS PROGRAM

The past presidents in attendance were recognized by Roddy Spangler and presented with a flower. Roddy Spangler recognized recently retired UNOPA members Cindy Knight, Linda Luedtke, Rasma Strautkalns and Linda Wood. Tricia Liedle recognized the nominees of the Rose Frolik Award and each received a Certificate of Nomination. The nominees are Mari Greer, Andrea Peterson, Debra Predmore and Marcy Tintera. Sandy Lineberry announced Mari Greer as the winner of the 2015 Rose Frolik Award.

ANNOUNCEMENTS

None.

Meeting adjourned at 12:45 p.m.

Submitted by Marsha Yelden, Recording Secretary

