



University of Nebraska–Lincoln
University Association for Administrative Development

<http://uaad.unl.edu>

UAAD Board Meeting Agenda

Wednesday, December 3, 2014

12:00 p.m. – Nebraska Union (City Campus)

**Please Double Check the Directory for the Room
(Brown Bag Lunch)**

1. Call the Meeting to Order/Introductions 12:02pm
Sara Weixelman, Shelley Harrold, Suzanne Reinke, Tony Lazarowicz, Nicole Smith, Shannon Parry, Dodie Eveleth, Erin Wirth, David Hartline, Jenny Schnase, Becky Carter, Karen Wills, Vicki Highstreet, Carlos Lopez, Pam Peters, Charlotte Frank, Rene Mayo-Rejai, Stephanie Vendetti
2. Approval of Meeting Agenda Motion: Vicki Highstreet Second: Karen Wills
3. Approval of November Minutes Motion: Shannon Parry__ Second: David Hartline
4. Treasurer’s Report – Jenny Schnase Motion: Karen Wills Second: Sara Weixelman
 - a. Accountability Form
Draft of this form needs feedback. Each workshop would have a summary sheet similar to this. Email Jenny with any questions or concerns. There was nothing previously in place that we are aware of.
 - b. Post UAAD financial statements on UAAD website?
No bylaws specifically addressing this. The more transparent we can be, the better. The last one on there was June 2014. We will get this updated.
5. President’s Report- Kate Engel
 - a. Proposed new UAAD membership rate – PASSED. The \$20 annual UAAD membership will be implemented as of April 1, 2015. Please record this in the minutes. This passed with more than 2/3 votes. Only one vote for no, the rest were yes!
 - b. UAAD/UNOPA Meeting – Tuesday, January 13, 11:45 a.m.-1 p.m., East Campus Union. The guest speakers will be the panel from Backyard Farmer.
 - c. Memorial donation to School of Music for Michele Deaton?
 - i. Thoughts?
 1. The college will be doing something but details are still in the works.
 - d. Thanks to Becky for running the meeting today!
6. President Elect Report – Becky Carter
 - a. Faculty Senate Meeting update
NU President Candidates talks are currently going on, please attend!!

7. Committee Reports/Updates

- a. Professional Development – Lindsay Augustyn & Deb Eisloeffel
 - i. December has been postponed until January. Book group is meeting in December.
- b. Founders' Day - Dodie Eveleth & Shannon Parry
 - i. Friday, February 20, 2015, 11:45 a.m.-1 p.m., NET
Speaker: Ronnie Green
Working on catering to finalize. Start advertising after break. Will put save the date on the website. David will do mass email.
- c. Awards – Rene Mayo & Pam Peters
 - i. Deadline is December 16th and have not received any nominations. Potentially have 3-4 coming in but do not have any at this time.
 - ii. May look into pushing it to UNL Today again, will post again on Facebook, send out another email request.
- d. Nominating – Karen Wills
 - i. No report
- e. Membership – Amy Lanham
 - i. Memberships are coming in
- f. UAAD Connect – Heather Stalling & Shelley Harrold
 - i. Will have a notice going out in January for the next quarter
- g. Programs – Carlos Lopez
 - i. Graze & Mingle
 - 1. December 17, 11:45 a.m.-1 p.m., Schorr Center
 - 2. \$5/person for pizza buffet lunch
 - 3. Honor Michele Deaton- Yes Charlotte will speak to this at the event. We also have lost two other members this year Gretchen Walker and Karen Miller so we will have a moment of silence for them as well.
 - a. UAAD Graze & Mingle: Celebrating Michele Deaton – or something along that line?
 - 4. Send out notification to membership that registration link is posted on UAAD website.
 - a. Registration deadline is December 10, 2014.
- h. Employee Liaison – Becki Barnes
 - i. No Report
- i. Publicity/Public Relations – Erin Wirth & David Hartline
 - i. Summary report of all the work we have done this semester- they will use this to publicize UAAD and will be asking for summary of workshops, pictures, etc. soon.
- j. Webmasters & Social Media – Sara Weixelman & Mike O'Connor
 - i. Will be adding more information to website. Looking at Facebook analytics to see where the largest target audience is reached.

- k. Community Outreach – Tony Lazarowicz & Stephanie Vendetti
 - i. November People City Mission- 4 people there; have 10 for December
 - ii. Santa for a Senior is taken care of; Bring gifts to Tony or Nicole
- l. Bylaws – Charlotte Frank
 - i. With changes to membership, doesn't require any updates to bylaws.
- 8. Other items/new business
- 9. Questions?
- 10. Adjourn 12:41pm

Mark your calendar:

- 1. **UAAD Monthly General Meeting** – December 17, 11:45 a.m.-1 p.m., Schorr Center
 - a. UAAD Graze & Mingle - \$5 for lunch
- 2. **People's City Mission Volunteer** – December 11 – visit <http://go.unl.edu/pcmvolunteer> to sign up.