**UAAD Board Meeting**

**Wednesday, December 4, 2013**

**Nebraska Union Georgian Suite**

**Members Present:**

Becky Carter; Michele Deaton; Kate Engel; Nicki Evans; Jason Farber; Charlotte Frank; Vicki Highstreet; Amy Lanham; Tony Lazarowicz; Carlos Lopez; Rene Mayo Rejai; Angi McAndrew; Pam Peters; Jenn Rutt; Karen Wills

**Members Absent:**

Rebecca Barnes; Michael O’Connor; Julie Thomsen; Sara Weixelman

1. **Call the Meeting to Order – Kate Engel for Julie Thomsen**

Kate Engel filling in for Julie Thomsen called the meeting to order at 12:02pm.

1. **Approval of Meeting Agenda – Kate Engel for Julie Thomsen**

Pam Peters motioned to approve UAAD Board Meeting Agenda for December as amended [Change deadline for the Donaldson and Oldt Awards forms from ~~November 17th~~ to December 17th].

Charlotte Frank seconded the motion. The agenda was unanimously approved.

1. **Approval of November Minutes – Karen Wills**

Pam Peters motioned to approve the UAAD Board Meeting November Minutes.

Jenn Rutt seconded the motion. The agenda was unanimously approved.

1. **Treasurer’s Report – Jason Farber**

**November 2013**

**Revenue:**

Membership $166.00

Professional Development $80.00

**TOTAL REVENUE $246.00**

**Expense:**

Professional Development $597.96

UAAD Connect $107.25

**TOTAL EXPENSES $705.21**

**Assets:**

Cash – Wells Fargo Checking Account $3,434

Foundation Account $3,950

Accts Receivable – UNL Cost Center 2398131027 $890

**TOTAL ASSETS**  **$8,274**

 Vicki Highstreet motioned to approve UAAD Balance Sheet as of November 30, 2013.

Amy Lanham seconded the motion. The Treasurer’s Report was unanimously approved.

1. **President’s Report – Julie Thomsen**
	1. Bill Nunez will speak and present awards at Founders Day – it is on his calendar. He confirmed the Chancellor is traveling and would not be available that day.
	2. Tony Lazarowicz needs some history of how UAAD developed/was organized from a funding perspective.
		* Michele has 20 boxes of UAAD archive materials in her office.
		* Kate suggested Tony contact Al Stark (although retired, checks his email)
		* Kate will connect Tony to Dr. Donaldson whose Dad helped start UAAD
	3. Tonda Humphress contacted Julie about needing a UAAD rep on the James Griesen Exemplary Service to Students Selection Committee in February.
2. **Faculty Senate Report – Kate Engel**
	1. The Academic Planning Committee and University Appeals and Judicial Board gave updates/reports.
3. **Treasurer’s Report** [ALREADY GIVEN EARLIER]
4. **Program Committee – Carlos Lopez**
	1. December 18th: Graze and Mingle will be held at Valentino’s on East Campus
		* Cash or check can be written to UAAD for $5.00 (member price)
		* Amy will provide the updated membership list that day
5. **Joint Meeting UAAD/ UNOPA – Carlos Lopez**
	1. This is scheduled for Wednesday, January 15, 2014
	2. Tour of the Devaney Expansion will begin at noon and last around 40 minutes
	3. Kate asked if we will be able to provide space for members to eat their lunches
	4. Vicki suggested tables and chairs be set up for members to eat at 11:30am
	5. Carlos will check with UNOPA to see if they need to hold their business meeting and will ask about reserving a conference room for lunch and business needs
6. **Awards Committee – Pam Peters & Rene Mayo Rejai**
	1. They have only received one nomination so far
	2. Members of the UAAD Board can nominate
	3. Vicki suggested when push comes to shove consider extending the deadline
	4. As a courtesy, we will allow nominations to be submitted at Graze & Mingle
7. **Founders Day – Michele Deaton**
	1. The program has been in the Nebraska Unions for the past several years and when we have to use University Catering, it can be very pricey and the concern with using Chez Hay is the selection/quality and not the cost
	2. Michele has a room reserved in the Union, but checked with the Lied Commons and there is a slight cost (will check with arts units to underwrite the cost)
	3. Michele will also look into NET as another possible location
	4. Rene suggested the museum in Morrill Hall, but Kate said there is a substantial cost and we would still have to use Chez Hay
	5. Becky suggested Kauffman since it is centrally located on campus
	6. We have alternated between campuses, but it is much easier to park on East
	7. Michele will send out an email to the Board to get more feedback
	8. Only the Donaldson Award nominees receive a free luncheon
	9. Maybe we can get some small musical act for entertainment
8. **Professional Development – Becky Carter & Jenn Rutt**
	1. Review of November 14 and 21 Professional Development and Update on Spring Opportunities
	2. Spring Professional Development Workshops with Vicki Highstreet as speaker
		* Tuesday, February 25, 8:30-noon (Topic will be Seven Habits)
		* Wednesday, March 26, 1:00-4:30pm (Topic will be Trust)
	3. SEE attached: UAAD Report for Professional Development Fall 2013
9. **Membership – Amy Lanham**
	1. Substantial membership increase between the two workshops
	2. The handwritten cards have been very positive
	3. UNL faculty and staff receive free membership and classes during December
	4. Five Star Member of UAAD: Beginning January 1, member receive stars for each new member that lists that person as a reference
	5. 135 active members (paid dues)
	6. 4 of the new cards were returned
10. **Miscellaneous Items**
	1. The Board decided to do a canned food drive to help support the Food Pantry (Lincoln Food Pantry) at the joint meeting in January. Tony will work with Carlos and UNOPA to arrange and publicize.
	2. Tony is working to secure events for February and then the Big Event in April.

The UAAD Board Meeting was adjourned at 12:32pm.