



UMA Board Meeting Minutes

Date: March 17, 2015, 1:00 PM
Location: 3001 Davis Library
Present: Chris Meinecke, Chrissie Greenberg, Christine Stachowicz, Ben Poulson (recorder)
Absent: Jonathan Pletzke, Narvis Green, Karin Pecaut, David Culp, William Frey

Meeting minutes from February 6, 2015, were approved as amended and will be posted in Dropbox.

Monthly financial report: Christine posted the latest financial report in Dropbox. The total combined asset balance as of 3/5/15 is \$1,762.72, and the projected asset balance as of 3/17/15 is \$1,777.72.

Membership: UMA currently has 63 members, including the ULEAD 2014 participants.

Webmaster/Listserv: The listserv is up-to-date, and Jonathan has added photos of the Board members except for Karin and himself. No action was taken on allowing all members access to sending emails through the Listserv.

Programs & Events

- The Lunch Conversation featuring ULEAD 2014 Team 3's presentation of "Higher Education as a Smarter Enterprise" scheduled for February 24, 11:45 AM, was cancelled due to the weather. Chrissie will work with this ULEAD Team to reschedule the presentation for June or beyond.
- The next Lunch Conversation on April 21 will feature ULEAD 2014 Team 2's presentation of "The Call for Higher Education Redesign." David will advertise this event and send an Outlook calendar invitation.
- A Quarterly Lunch will be held on March 25, 11:45 AM, at Mediterranean Deli, 410 West Franklin St. and hosted by Chris. David will advertise this event and send an Outlook calendar invitation.
- The Annual Meeting will be held on May 19, 2015, at the FedEx Global Education Center (4th floor). Networking will begin at 3:00 PM, and the program will run 3:30 to 4:30 or so. Board agreed to use Whole Foods again for catering the event. Chrissie and Narvis will work out details with Whole Foods, and Christine will forward the 2014 order to them. Music will be streamed from resources subscribed to by the University Library; Christine will suggest options. Chrissie will arrange to have the room set up with up to 40 chairs, and will inquire about the availability of a podium for the speaker. The Board briefly discussed the list of possible guest speakers: David Mineo, Barbara Fredrickson, Fred Brooks and Linc Butler. Chris will follow-up on Linc Butler from NCCU to clarify the topic(s) he could address, and we will ask Narvis to clarify the David Mineo suggestion.



- A possible after-hours networking event and/or quarterly lunch in June will be discussed later.

Current & New Business

- Chris purchased six gift cards for the Lunch Conversation presenters originally scheduled February 24. The gift cards will now be used for the Lunch Conversation presenters scheduled for April 21 or beyond.
- Ben will update materials and develop a plan for the Manager of The Year nomination process with dates. The target is to review submitted nominations at the May 1 Board meeting and select the award recipient. Board discussed whether to notify the award recipient ahead of time or to wait until the Annual Meeting to announce the recipient. If we decide to wait on making the announcement, all nominees would be invited to the Annual Meeting. Those nominees not selected would be given a small gift (coaster, pin, or special UMA candy bar) in recognition of their nomination. No decision was made. Will discuss further at our next Board meeting.
- The Board briefly discussed the possibility of opening at least some events to non-members.
- The Board also discussed whether we want to apply for funding from the University/Chancellor/Employee Forum or pursue other avenues of funding in place of collecting membership dues. Will continue discussion at future Board meetings, inviting guests who volunteered to explain how a similar campus group is funded.
- Christine will continue to work with Jean Estrada, Ellen Bowman, and Narvis to schedule the annual audit based on their availability. Lunch will be provided for the auditors.
- Chris and Karin have begun a membership push. They will decide on whether to send another email to the Business Managers' listserv. More timely welcome emails will be sent to new/renewing members and coasters will be sent to new members.
- Board will have future discussions on two ideas brought up by Will: UMA coordinating mentors for front-line supervisors who have completed the BEST training program, and UMA administering a new version of the old University Management Development Program (UMDP).
- Board discussed next year's Board and Officers. With three current Board members ending their 3 year terms – Christine, David, and Ben – we will need to start recruiting new Board members.

The next Board meeting is scheduled for April 6, 2015, at 1:00 PM in Davis 3001.

