



## ***UMA Board Meeting Minutes***

Date: August 11, 2016, 3:00 – 4:30 PM  
Location: Venable Hall Third Floor Conference Room  
Present: Melissa Cobb, Adrienne Cromwell, Veronica McClain, Chris Meinecke, Taylor Libby, William Frey(recorder)  
Absent: Valerie Tan, Chrissie Greenberg, Karin Pecaut, Betty Ann Morgan

Meeting minutes from July 14 were approved as edited and will be filed in Dropbox.

Treasurer: Chris reported that the Total Combined Account Balance is \$1,403.55 as of 8/10/16. SECU has started paperless reports. Chris will pursue direct deposit of member dues.

Membership: No new members since the previous Board meeting. Adrienne suggested sending an invitation to people with expired memberships.

Publicity Report: Upcoming events can be promoted through the Business Managers Listserv and the Research Managers Listserv. Taylor will look into promoting UMA events through OHR's Facebook.

### **Programs & Events:**

- Taylor has received 13 RSVPs for the “Welcome Back Staff” event on August 17<sup>th</sup> at Fed Ex Global 4<sup>th</sup> floor, 3:00 – 4:00 pm. The Board suggested purchasing fruit, cookies, and lemonade from Whole Foods for about 40 people, plus supplying pitchers of water. Betty Ann may have table cloths. Raffle tickets and business cards could be placed in a bowl for a \$20 gift card from the Student Store. Intriguing questions could be posted on the wall and encourage attendees to write answers on post-it notes.
- Employee Appreciation Day is October 21, and UMA usually hosts a table. Ask attendees what topics they would like to see UMA host.
- University Day has been moved to October 11 instead of the traditional Oct 12.
- Possible topics for future lunch Conversations are “Onboarding” by Noreen Montgomery and Mark Haapala—perhaps on October 26—and a presentation by Linc Butler, AVC for Human Resources at a later date.
- Planning an event at UNC GA and NCCU: Ask GA to give a presentation. Possibly use teleconferencing to entice NCCU to participate. Or encourage NCCU to form their own branch of UMA, and occasionally combine events.

### **Current & New Business:**

- A discussion about rebranding was tabled for later.
- Mentoring university managers who attend the OHR rollout of the mandatory supervisor training, BEST—Blueprint for Engaged Supervision Training—reach out to program coordinator Rochelle Stojnic.



- External funding/Training Grant program: Draft a letter seeking funding for specific purposes.

The next two Board meeting:

- September 21, 3:00 – 4:30 pm, location TBD
- October 13, 3:00 – 4:30 pm, location TBD