

NIUAA Board Meeting
Hybrid (in-person and via Zoom)
September 8, 2021 11:00 am to 12:30 pm

Present (in person): Deborah Haliczzer, Linda Holderman, Diane Johns, Cynthia Nelson, Andy Small, & Toni Tollerud

Present (via Zoom): Terry Borg, Ferald Bryan, Steven Cunningham, Chris Doe, Holly Nicholson, Michael Peddle, Paul Stoddard, & Clair Williams

Call to Order: Andy Small called the meeting to order at 11:11 am.

Approval of Agenda: One item was added to the agenda under New Business. Motion to approve the agenda was made by Toni Tollerud, seconded by Diane Johns, and carried.

Approval of Minutes: Motion to approve the March minutes was made by Linda Holderman, seconded by Toni Tollerud, and carried.

President's Remarks:

- Andy Small noted that we do not need to be concerned about pension reform right now, but we should be working better with the unions on campus: faculty, SPS, and operating staff. Also, because of the pandemic, our social activities have been curtailed.
- Andy apprised the board that he has been contacted by another organization and will keep us updated.

Treasurer's Report:

- Clair Williams found a correction to be made in the March board meeting minutes describing the Treasurer's Report and moved that the amended minutes be accepted. Deborah Haliczzer seconded, and the motion passed.
- Linda Holderman reported that everything was great regarding the financial accounts. Money is coming in every month from membership.

Committee Reports:

- *Audit and Finance Committee:*
 - Clair Williams presented the committee's report. Andy Small asked how NIUAA accrues money; the answer was that SUAA gives money to NIUAA based on our share of dues that SUAA receives. Restrictions on spending are laid out in the by-laws.
- *By-Laws:* There was no report.
- *Communication:*
 - Diane Johns reported that Bob Self would be stepping down from editing the newsletter after November. She will assist him in putting together the November newsletter and will then take over responsibility for the May 2022 newsletter. She asked if anyone had suggestions for changes or additions to the newsletter. Deborah Haliczzer said the content looks okay and she didn't recommend any changes.
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- *Benefits:*
 - Andy Small told Terry Borg that he is leaning on him to decide what is most pertinent to NIUAA. Terry said increasing our enrollment is most relevant.
 - Someone asked about flu shots and said there hasn't been an announcement yet. Deborah Haliczzer noted that information about flu shots is posted on the HRS website under "employee assistance," usually with September and/or October dates.
- Education and Professional Development: There was no report.
- Legislative: There was no report.
- *Parking Committee:* There was no report.
- *Political Involvement (SUAA Action):*
 - Mike Peddle reported that this is a non-action year, but people are gearing up for the 2022 elections.
- *Public Relations:* There was no report.
- *Social Committee:*
 - Cynthia Nelson said she wants to connect with Rhonda for input about the committee.
 - Andy Small commented that the coronavirus will dictate to a large extent how people can get together.
 - Cynthia said that social events for NIUAA do not necessarily have to be held on university premises. She asked if we need to assume that people have all been vaccinated if food is involved at an event and also asked if her committee has a budget. It was noted that Rhonda is knowledgeable about all of this. Deborah Haliczzer said we used to have two or three social events per year.
- *Scholarship Committee:*
 - Clair Williams went over the second page of the committee's report, which contained three recommendations based on the committee's consideration of previous issues. Andy Small said he saw no problem with all three recommendations and called for a motion to approve. Motion was made by Clair Williams, seconded by Deborah Haliczzer, and carried.
 - With regard to equity among the NIU colleges, Mike Peddle observed that we are one small fish in the sea. He added that the Law School is made up of all graduate students, and he thinks we should be focusing on undergraduates. He said he is very impressed with the amount of money that has been raised for scholarships.
 - A new motion was made to approve the committee's recommendations and a re-vote was held because the board members on Zoom were not able to hear the instructions regarding the previous vote. The recommendations were approved.
- *Membership Committee:*
 - Andy Small remarked that he has asked four people to take the reins on membership: Terry Borg, Holly Nicholson, Deborah Haliczzer, and Toni Tollerud. They will work together to determine how to attract employees to NIUAA. The website is being updated but plans need to be put in place to distribute the website information to attract new members. Deborah

Haliczer said the committee needs to meet so they can select a chair or co-chairs and do some planning.

- Referring to the SUAA website, Andy said some of that information needs to be on our website. Deborah responded that we need to put a writing committee together to write up some of that information; she said she is willing to help with that.

- *SUAA Foundation:*

- Andy Small thanked Paul Stoddard for agreeing to be our new SUAA Foundation representative.

- *SUAA Board:*

- Steve Cunningham reported that the next SUAA board meeting is September 10; they'll be getting ready for the annual meeting in November at ISU.
- Steve said SUAA is also focused on increasing membership, and it is a big priority for the board. Things are a little quiet right now in this regard, but will be picking up in the next few years. He added that collaboration is very important.
- Deborah asked if SUAA is planning to update any bylaws this year. Steve said this is still underway. Andy can designate a bylaws committee to keep us posted on any updates.

Old Business:

- Awards Recognition

- Deborah Haliczzer reported that Bob Self and Lynn Neeley served on the committee. Awards are normally given out at the annual meeting in June, but that didn't happen this year because we didn't meet in person. Chris Doe has received her certification, and Deborah gave Linda Holderman's to her at today's meeting. Deborah and Andy will deliver certifications to Sara Lamberty, Al Mueller, and Linda Schwarz shortly. Andy commented that he is always appreciative of awards we can give to our members.

New Business:

- Website

- An ad hoc committee has been set up to work on the website, with progress to be made by the end of October. The members are Holly, Chris, Clair, and Deborah; Andy said he might assist too.

- Social Event

- It is hoped that a social event can be planned for this fall. Clair stated that he would like us to have an outdoor coffee hour before the weather gets bad, noting that the Alumni Center has a nice patio. The NIU Foundation has paid for our coffee hours before, so perhaps this can be arranged.

- Hybrid Meetings

- The necessity of hybrid in-person/Zoom meetings was discussed. Chris suggested that we consider a different location now that she no longer connected with Human Resources; Deborah noted that before Chris was on the board, HR would allow us to hold meetings there, so perhaps we could ask them if it would be all right to continue using the space. Holly commented that Holmes Student Center is better set up than HR for hybrid meetings, and Toni said that the College of Education also has a suitable room in the Learning Center; Terry said he would be happy to check it out. We should note that different spaces are set up for different technologies, so we need to find a place that is equipped for Zoom meetings.

- Bylaws Update
 - Clair suggested updating the title of Article 11 in the bylaws where one phrase (“directors and house of delegates”) was eliminated; he thinks Chris may have missed it. Holly will check on this.
- SUAA Foundation meeting
 - Andy noted that we plan to have five or six delegates attending the SUAA annual meeting. The SUAA Foundation will meet an hour earlier.
- Fall Newsletter items
 - Andy will send out a request for fall newsletter reports and committee updates to be submitted by the first of November
 - Diane needs to contact Chris regarding member addresses about a week before the newsletter goes out.

Upcoming Meetings: NIUAA Board Meeting, December 8, 2021 11:00 am to 1:00 pm
NIUAA Board Meeting, March 9, 2022 11:00 am to 1:00 pm
SUAA Annual Summer Meeting: June 16th & 17th, 2022

Adjournment: Motion to adjourn was made by Mike Peddle, seconded by Clair Williams, and approved. The meeting was adjourned at 12:18 pm.