



United University Professions  
Executive Board Meeting  
Tuesday July 21, 2009  
12:00 p.m.  
Women's Colloquium Conference Room

Meeting called to order at 12:12 pm

**Attendees:** Judy Wishnia, Lisa Willis, Charles Wrigley, Dan Kinney, Germaine Hoyos, Yumi Yoshino-Hempel, Maureen Wozniak, Pam Wolfskill, Hillary Wolfskill, Mike Zweig, Sal Lentini, Edward J. O'Connell, Charlie McAteer, Jim Hart, Maureen Wozniak, Bushra Butt, Jason Torres, Linda Crawford, Daniel Weymouth, Dawn Pappas - recorder, Arthur Shertzer - presiding.

Approval of Minutes - EB Meeting of June 16, 2009  
(McAteer, Wishnia)

## **I. President's Report**

- a. Charlie McAteer reported** on the Master UUP Calendar and the work that is currently being done to fill in the available dates and times with programs. The dates are filling up fast. The next Professional Steering Committee meeting is Thursday, July 30<sup>th</sup> 2009 at noon, where more planning will be done.
- b. The MDO Committee** is meeting on Thursday, July 22, 2009, to develop a calendar within Google and Lotus Notes – the board will be updated on the developments at the next meeting.
- c. Southampton** – we are looking to step up participation at Southampton Campus UUP members. We are looking to coordinate more programs with them during the academic year. The goal is to eventually have a UUP office on the Southampton Campus. Arty Shertzer has invited the Executive Board to join him in participating in all activities planned for the Southampton Campus. Arty Shertzer stated that he will keep the board and members posted well in advance before any activity is scheduled to be held in Southampton for members to plan their time accordingly. The next meeting in Southampton is in September, which is their General Membership Meeting. All are welcome to attend. Jarvis in EOP at Southampton is a very good contact person if anyone needs to contact someone from UUP at Southampton for any reason.
- d. Labor Issues:** Ed O'Connell mentioned that Pamela Wolfskill is updating his grievance chair message. Lisa Willis attended a Labor Relations Interrogation with Arty Shertzer. UUP Statewide President Phil Smith is coming on September 9th, 2009 for a joint meeting. There was talk about Pushing-Coaching; where you encourage members to call, everything is always kept strictly confidential. Dan Kinney has had some non-renewals, including two other issues in the Library.

## II. Treasurer's Report

- a. **Budget:** Germaine Hoynos attended the UUP Treasurer's workshop which was very informative and helpful to her in her newly elected position as Treasurer. Germaine Hoynos came up with a spreadsheet for all expenses that need to be approved by the board.

The check is in the mail - \$30,000.00. We currently only have \$300.00 left in the kitty. This being because we are a very active and vibrant Chapter. The committees are already meeting and the UUP office has been moderately renovated. We need to record approvals for programs and meetings ahead of time for our budget.

**Expenses:** Motion to approve list of expenses incurred or expected during the summer, (Pappas, Kinney) (File also attached)

	Sheets	Charts	SmartArt Graphics	WordArt			
>	A	B	C	D	E	F	G
1	United University Professions						
3	Treasurer's Report presented at the...						
5	7/21/09 Executive Board meeting:						
6		Savings account balance =	\$34.09				
7		Checking account balance =	\$225.82				
8		Petty cash balance =	\$53.80				
9							
0	Summary of Chapter Treasurer's Workshop, Lake George, 6/25-26/09						
1	1) The Treasurer's workshop was very informative and described in detail the audit standards and requirements for treasurers. Documentation, checks and balances, and prior approval for expenditures were topics discussed in detail. One item to be noted is that expenditures need to be approved at Executive Board or Officer meetings before items are purchased or events held. During the audit process, the statewide Audit Committee will verify prior approval through review of meeting minutes; I've created a spreadsheet that lists proposed expenditures for the coming year - hopefully, as the year progresses, future events and purchases will work their way onto this list.						
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	Sheets	Charts	SmartArt Graphics	WordArt
A	B			C
16	Social Committee meeting - 7/15/09			actual: \$117.97
17	Executive Board - 7/21/09			est: \$300.00
18	Communications Committee meeting - 7/23			est: \$100.00
19	Outreach Committee meeting - 7/28			est: \$30.00
20	Professional Council meeting - 7/30/09			est: \$110.00
21	Officer's Planning Committee meeting - [tentative] 8/10/09			est: \$80.00
22	Social Committee meeting - 8/11/09			est: \$120.00
23	Executive Board meeting - 8/18/09			est. \$300.00
24	Community Services meeting - [no date set]			est: \$80.00
25	Health and Safety Committee meeting - [no date set]			est: \$80.00
26	Newsletter Committee meeting - [no date set]			est: \$80.00
27	Welcome back BBQ			TBD
28				
29				
30	Holiday breakfast			future exp.
Notes:				
prepared by G. Hoynes 7/17/09				

- b. Pitching In:** About volunteering for New Employee Orientation. It's a nice opportunity to meet the new employees. It is a regular event that happens every other week on a Thursday at 11:00 am, and Human Resources gives us about a half an hour for our presentation. Dawn Pappas asked that Pamela Wolfskill share the cheat sheet she had developed for New Employee Orientation with the board to make it easier for everyone if and when they do decide to pitch in.
- c. GIMP:** A suggestion for the ADA Committee – for educational awareness, the Heidi Latsky Dance project, Pamela Wolfskill is asking if UUP can co-sponsor the project for \$250.00.  
Charlie McAteer mentioned that the funds will come out of the Agency Fee rebateable money. We get \$600.00 per year in Agency Fee Money (rebateable) but there is a formula, which is 2% of the Agency Fee payers on Campus.  
Motion to approve the \$250.00 to Support the Latsky Program in 2010, (O'Connell, Zweig) Charlie McAteer advised that we do need the paperwork to support the program from Pamela Wolfskill.
- d. Retirement Concerns:** Judy Wishnia reported that most Executive Boards have a retiree on the Board as a permanent position. There are usually more faculty retirees than there are professional retirees involved. Judy Wishnia will be working on bringing back more retirees into the organization.  
Some suggestions were putting more articles in the UUP newsletter pertaining to retirees and their needs more specifically. More articles about retirement and some geared toward the members who are nearing that point in their lives.

Sal Lenitini sits on the NYSUT Board for retirees, he reported that they have many discussions on retirement issues that he will be more than happy to share with us in the future.

- e. **Chancellor's Plan:** pledges to visit all 64 campus's this fall. She also plans on having a regional meeting. Steve Englebright plans on having a 2020 meeting. Arty Shertzer has scheduled a meeting with the New president of Stony Brook University, Samuel Stanley, on September 1<sup>st</sup>, 2009.
- f. **Women's Summer School:** Arty Shertzer and Pamela Wolfskill need a couple of volunteers for registration from 2:00 pm to 5:00 pm at Mount College or
- g. **Mike Zweig** reported that he is working on a presentation on Afghanistan and the American presence in the war there.

**III. Motion to Adjourn at 1:03 pm (Pappas, Wishnia)**