

**Approved UNL Emeriti and Retirees Association Board of Directors
Minutes submitted March 8, 2024, by Kim Hachiya**

**The UNL Emeriti and Retirees Association Board of Directors met at 1:30 p.m. February 8, 2024,
at the Nebraska East Union.**

Attendance: Connie Boehm, Pat Crews, Larry Dlugosh, Pam Edwards, Jim Griesen, Kim Hachiya, Earl Hawkey, Gary Heusel, Vicki Highstreet, Rita Kean, Marjorie Kostelnik, Tom McFarland, Nancy Mitchell, Roshan Pajnigar, Alfred Stark, Jane Zatechka

Announcements by President Larry Dlugosh:

OLLI spring lecture information

Don Weeks asks if any of us are interested in judging at the NJAS Regional Science Fair on March 21; interested individuals should contact either Tammy Mittelstet at tmittelstet@unl.edu or Sue Ellen Pegg at spegg2@unl.edu.

Julie Johnson's spouse has been in hospital for several weeks and we need to keep her and her spouse in their thoughts and hearts.

Pam will be the MC on the February meeting as Larry and his spouse will be in Antarctica.

Memory Moments: (Since January 23, 2024)

Willa Grange, wife of Bill Grange, Johnny Carson School of Theater and Design

Jack Nebelsick, Extension

Nancy Sorensen, Division of Continuing Studies

Allen R. Smith, Facilities

Approval of minutes for the January Board Meeting and December/January Membership Meeting – (Kim Hachiya)

Approved were approved as corrected

Treasurer's Report: Earl Hawkey reported that Don Weeks has sent a 3rd dues reminder, which generated 15 more payments.

Committee/Activities Reports

Awards: Patricia Crews/Marjorie Kostelnik (Rita Kean, Jake Kirkland Jr.)

Pat will send reminders for applications for Wisherd awards sometime after Feb. 15; the deadline is March 15. She will send a separate reminder for the nominations for Wisherd Service Awards with May 15 deadline.

Benefits: Roshan Pajnigar said that currently, date of a staff employee's separation stops/kills their email at 5 p.m. She is going to see if they can set up a 90-day grace period. Larry said there was a move afoot to end emeriti parking permits but the SVCAA killed that idea.

Bylaws/Policies: Jim Griesen/Julie Johnson

Jim apologized for not getting this to us but promised to send ASAP.

Campus Engagement: Vicki Highstreet

Vicki handed out a sheet of community engagement opportunities. She will add the UNL Pantry to the list. She also is following up on the trainings for voter registration; it is 2 parts with the first on line and second in person. Both sessions last 20-30 minutes. Vicki will send the sheet out to the list serv and wants folks to let her know if/when they got involved in activities. This would allow us to track if we're going to the right direction. Being able to track hours would be ways to show our value to the university.

Jim Griesen wondered if we could put something on the website for people to track their community service to both UNL and outside of UNL. Connie suggested we also have people post selfies of their volunteering. It was suggested that Vicki add the possibilities of being a docent at various museums on campus.

Digital Communications: Alfred Stark (Bruce Mitchell)

Alfred and Linda Major have discussed finding a cloud-based digital documentation and sharing software. Linda had created a Google Docs system but it was linked to her personal Google accounts and we would like to have this system be independent of any particular person. Al said they were going to review and probably used MS Teams, then share templates, build the site in April and by May have it operational and train members in how to use it. "It will be an evolution," he noted. A single repository for folks to have access as needed. Documents will outlive people's positions on the board. The site needs to be intuitive, secure, not shareable outside our group. Nancy Mitchell asked that committees let Al know what various committees would need. Al said there would be multiple administrators.

Educational Activities/OLLI: Nancy Mitchell

She has contacted Kim Wilson, project manager, for Kiewit, although Ms Wilson hasn't confirmed on dates for tours. We have reserved 2 p.m. May 21 at Lied for a new season preview event. OLLI may also be included in this event.

They are contemplating a summer tours of UNMC's Davis Global Center. Larry thought we might be able to reserve a parking lot and of course encourage car pooling. We will need to have a minimum number to make this work. Possibly open to OLLI, too. They are looking into a Barkley Center tour in November. This committee is trying to align tours and programs.

New Go Big facility maybe set up for a January 2025 tour

Program Committee: Pam Edwards/Vicki Highstreet (Stan Campbell, Lyda Snodgrass, Linda Schwarzkopf, John Hibbing, Hugh McDermott)

Pam said they have launched the "new menu" and will have a different menu every month. Hopefully there will be more variety. People really do not like the big boxes but the boxes can be recycled. The committee is trying to minimize the amount of food waste. They are exploring using the Lancaster Extension Cherry Creek location; cost is \$150/per meeting. UNL catering can do the boxes and we can transport them. We could provide bottled water. The advantage is the parking is easier and the wifi is better. (As of Feb. 8, 62 have registered for the February meeting)

Publications: Connie Boehm (Charlyne Berens) Connie and Charlyne met with Alice Henneman. Alice and Charlyne walked Connie through the steps on the newsletter. She looked at the survey Alice put out and they worked to implement some of the suggestions. President's message, calendar, board members are recognized and listed. Connie would like to see more folks contributing and get more photos in the newsletter. Jim G said they just took photos and sent them to her. Bruce Mitchell also would take photos. Connie would like to include a "wellness moment" on various aspects of wellness; add wellness tips from members. Is the newsletter too long? The survey showed most people thought it was OK but it was taken before the latest newsletter. Nancy warned that Connie not burn herself out. Marjorie asked What is our purpose for a newsletter and what do our constituents think the purpose is? She suggested we focus on lifting up the association and what it's doing vs. advertising events for UNL. The Website and newsletter should dovetail, not duplicate. What is shared knowledge among board members is probably not shared by our membership. Who is our audience? Alfred wondered if we might need to think about a social media aspect. We do not have either an Instagram or Facebook presence; do we want to have some sort of texting? Larry suggested Connie develop a committee to sort through these questions as they move ahead.

Memberships: In the absence of Donald Weeks Larry said that the AROHE retirement seminars can be downloaded and we will post links on our website for members. Don wondered about having a no-host coffee chat type thing at The Mill at NIC for pre-retirees. Don reported by email the day before that our membership number now stands at 560 (with new members from the pre 2023 era also signing up every now and then). He is looking forward to setting up an online payment system to manage yearly dues and lunch reservations.

Scholarships: Earl Hawkey As of Feb. 8, the total stood at \$63,169. Larry wondered if we need a fundraising group on this – folks who make an actual ask for the donation. He also suggested that we suggest that since new members’ first year is free, they might wish to donate to the scholarship fund in lieu of dues.

Social Events: Jane Zatechka/Jim Griesen Announced that 29 people have registered for a coffee chat set for Feb. 15 at MoJava on 48th street.

Old Business/Announcements

ERA Goals and Action Plans

- Identify Leaders for each goal and assemble action planning teams
 - (see pages 3&4)
 - Larry set up the goals with deadlines. Organizations are often good at planning but bad at action. We need to by the end of the year show we have made progress and have actions in place for each of these goals.

“Branding?” logo, merch, etc.

Still looking for members interested in working on the diversity committee (Tom McFarland volunteered)

Marjorie: Who is our target member?

Larry: what is diversity? College/discipline, racial/gender, geographic (in state/out state, out of state?)

Larry wants concrete plans; he doesn’t want us to languish on our plans. Linda was going to see if Jake Kirkland will serve. Pam will join Plan 5.

New Business

Glow Big Red Update: Kim Hachiya: As of 10 a.m. today, we have 10 donors (plus three plus-ones) with a total of \$875. She sent the first email solicitation last week, and will send another tomorrow. She asked each board member to consider donating, and to encourage friends to donate. Kim got the Foundation to change our match-unlock to dollar for dollar instead of 30 donors, as she is unsure we would get to 30.

Our fund name is <https://glowbigred.unl.edu/organizations/unl-emeriti-and-retirees-association>

Fund number: 0115780

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- Much of new business was covered in the committee reports.

2024 Membership Meeting Dates and Speakers: Pam Edwards

January (Completed)	Tuesday, January 23, 2024, location: Nebraska East Union Frances Hayes, Director of Communications and Public Relations - The Water for Food Global Institute. <u>Topic: Ensuring Food And Water Security For All</u>
February	Tuesday, February 20, 2024, location: Nebraska East Union Heather Rasmussen, Ph.D., RDN, LMNT, associate professor, director, Professional Studies in Dietetics Graduate Program <u>Topic: Nutrition and Brain Health</u>

March Thursday, March 21, 2024 - location: Nebraska East Union
Speaker: Tyler White, Ph.D., associate professor of practice, director, National Security Program, UNL Political Science, Director - National Security Program
Topic: Global Affairs at a Crossroads - The Future of Freedom

April Tuesday, April 16, 2024, location: Nebraska East Union
Chancellor Jeffery Gold, University of Nebraska Medical Center –
Topic: The Impact of UNMC

No Programs are held in May, June, July, and August

September Proposed: Luncheon meeting with Chancellor Bennett

October

October 10: John Hibbing, political science

November

In process

December

In process

ERA Board Adopted Goals for 2024

Acton Planning Phase

1. By Spring of 2024, increase the diversity of the ERA membership to reflect UNL programs, disciplines, race, gender, and national origin.
Linda Major
2. By January of 2025, Implement an electronic dues and registration payment system.
Earl Hawkey, Alfred Stark, Don Weeks, Kim Hachiya, Larry Dlugosh
3. By the Spring of 2027, provide a third needs-based scholarship fund. (The immediate goal is a minimum of \$90,000.)
Pat Crews,
4. By August of 2024, identify and validate the ‘brand’ for ERA to assist in the promotion of the organization
Nancy Mitchell, Kim Hachiya, Rita Kean
5. By September of 2024, Mentor and connect with pre-retirees and early retirees
Roshan Pajnigar, Vicki Highstreet, Rita Kean,

The purpose of the Action Planning Phase is to put in place a series of steps that will ensure the success of goal accomplishment. Once each goal is assigned to a chairperson that person will invite ERA members with expertise related to the goal to be a member of the action planning team. Each team should strive to have no less than 5 members and no more than 7.

- The Action Plan is the road map to assist the organization to implement actions to help accomplish its strategic goals. It consists of:
(1) THE GOAL(s)

- (2) A Set of OBJECTIVES – tangible ideas that will lead to goal accomplishment.
- (3) ACTIONS STEPS: the steps necessary to identify who owns the responsibility for each action, a timeline, , the resources necessary to carry out each step, the cost of implementation, a communication component, and statements of progress and completion.

The Action Planning Template

Strategic Objective 1: By Spring of 2024, increase the diversity of the ERA membership to reflect UNL programs, disciplines, race, gender, and national origin.

<u>Action Step</u>	<u>Responsibilities</u>	<u>Timeline</u>	<u>Resources</u>	<u>Estimated Cost</u>
<u>Communication</u>				
<i>What Will Be Done?</i>	<i>Who Will Do It?</i>	<i>By When?</i>	<i>(A)Resources Available</i>	<i>Cost of needed</i>
<i>resources Who needs to know?</i>				
<i>(B)Resources Needed?</i>	<i>(A and B)</i>	<i>By when?</i>		
Step 1:				
Step 2:				
Step 3:				
Step 4:				
	Step 5: Unlimited			

Evidence Of Success *(How will you know that you are making progress? What are your benchmarks?)*

Evaluation Process *(How will you determine that your goal has been reached? What are your measures?)*

The Action Planning Template is offered as a guide to accomplishing each goal. I will provide examples and ideas for each team as it moves forward.