

**NCURA Region IV  
Business Meeting  
Omaha, NE  
April 28, 2010**

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Spring Business Meeting  
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Jayne Tolle called the meeting to order at 8:10am.

**Meeting Minutes – Nancy Reidelberger, Secretary**

The minutes from the October 23, 2009 Region IV Business meeting held at the fall meeting in Washington DC, were approved with no changes.

**Treasurer's Report – Steven Geiger**

Projected a \$20K operating loss, only lost \$4K. Budget for 2010 is projecting a profit. The Region is currently in a sound financial state.

**Awards Committee – Crystal Taylor-Nevils**

Nominations for the following Awards: Distinguished Service, Kevin Reed Outstanding New Professional, Meritorious Contributions, Spring Travel Award, and Special Merit & Distinction Award. Nominations were received for the Travel Award and Meritorious Contributions. The Committee decided on two Spring Travel Awards: Winners were Cate Caldwell- University of Detroit Mercy, and Jeremy Cox- University of Missouri-Columbia, and one Meritorious Award to Vernon Ferrell- University of Cincinnati.

**Communications Committee – Sue Kelch.**

Sue Kelch-University of Michigan is taking over as Chair, Ru Knoedler-University of Michigan will be Co-Chair, and Natalie will be Past Chair. Please consider submitting articles or ideas for consideration.

**Membership Committee – Jeff Ritchie** giving report for Tricia Callahan. Recognize members of committee. 104 new members, 23 reinstated, and 81 new members. Ordered 600 new lapel pins and will be available at fall meeting in DC.

**Nominations Committee – Diane Meyer** giving report for Sue Keehn.

Positions open for Election: Chair-elect, Secretary, Treasurer-elect, and two Member at Large. Call for nominations was sent 2/19/10, a reminder was sent 3/9/10. Ten members were nominated, including 5 self-nominations. The elects results were as follows:

Chair-elect – David Ngo

Secretary – Michele Schoenecker

Treasurer-elect – Shannon Sutton

Members at large – Robert Hohm and Nancy Reidelberger

**Program Committee** – Christa Johnson. Successful meeting, excited to see so many people here today, and thanks to all the Nebraskan's who attended. 218 total registered for meeting. Thanked Glenda Bullock for getting sponsors, and for the ongoing support from Heather Offhaus, Mary Laura Farnhem and Craig Reynolds. Thanks to all track leaders.

**Site Selection Committee** – Connie Motoki, Chair. Encouraged everyone to attend Cleveland next year, Downtown Marriott, near Rock n Roll Hall of Fame. 2012 will be a joint meeting with Region V, in St. Louis.

**National Committee Report** – Diane Barrett. N&LDC. NCURA's membership is currently 7000+ and growing. We need members to step forward and nominate, self-nominate, or encourage a colleague to consider the many opportunities available at this time. Positions available include: Vice President/President-Elect and 2 At-Large Board Members (due May 21). Nominations are due for the following awards (due May 28): The Distinguished Service Award, The Joseph Carrabino Award, The Outstanding Achievement in Research Administration Award, and the Catherine Core Minority Travel Award. The LDI is getting a new name, Executive Development Institute. 80 people have gone through LDI, Region V leads in number of graduates. No self-nominations this year, applicants will be chosen another way. Stay tuned.

**PDC** - Kirsten Yehl providing report from Twila. NCURA TV 2010 program is on web, they are working on ideas for TV 2011. Any feedback email Twila. Encouraging to volunteer for NCURA through the website.

**Regionally-elected to National Board** – Heather Offhaus. Acknowledged Bob Andersen, who is also on National Board. Region IV is well represented on the National Board. Recognize this year's National Program, two of our own are on the Committee, Diane Barrett and Craig Reynolds.

**Old Business** – Regional Leadership for the Professional Development Committee. More to come at the National meeting. Any ideas, contact the PDC.

**New business** – Future spring meeting sites. Suggestions for 2013 – Milwaukee, Des Moines, Ann Arbor, South Dakota, Sioux Falls, Rapid City. These will be presented to the Site Selection Committee, who will research the feasibility of those sections.

Revision of By-Laws was reviewed and then voted on:

**EXCERPT 1:** Susan Ross made motion to accept, Diane Meyer seconded. Current (Selection III. Committees) to be replaced with:

### ***III. Committees***

#### ***A. Establishment of Committees***

*The Board of Directors may create committees constituted by and accountable to the Board, and the Board may delegate to such Committees certain specified authority and duties.*

*The Region IV Board of Directors may appoint such other committees to perform tasks specified by the Board of Directors. The Board shall appoint the members of each such committee. Except as otherwise provided by the Board of Directors, all members of each such committee shall be members in good standing. Any member thereof may be removed by the Board whenever in their judgement the best interests of the Region would be served thereby.*

#### ***B. Committee Chairs***

*The Region IV Chair shall, with approval of the Board of Directors, appoint committee chairs as appropriate.*

EXCERPT 2: Dave Lynch made a motion to accept, Craig Reynolds seconded.  
Current (Section VII. By laws) to be replaced with:

#### ***VII. Bylaws***

*The Regional Chair shall have the responsibility of interpreting the provisions of the regional Bylaws and shall rule on any questions in accordance with the applicable provisions and in consultation with the National governance as applicable. Changes to the Bylaws may be made by recommendation of the Regional Board of Directors or upon petition of 5% of the Regional Membership. Proposed changes shall be:*

- submitted to the Region Secretary not less than 30 days prior to a regional business meeting,*
- distribute to the Region membership not less than 15 days prior to a regional business meeting,*
- discussed at the business meeting,*
- at which time they may be EITHER voted on as introduced and immediately in effect if two-thirds of members in good standing in attendance at the meeting approve OR amended by a majority vote of members in good standing in attendance at the business meeting and subsequently distributed with amended revisions by ballot to member and declared in effect 30 days thereafter if two-thirds of the ballots cast are affirmative.*

EXCERPT 3: Kim Moreland made a motion to accept, seconded by Michelle Ginneven-Hayes.

Modifying (Section VIII Administrative Procedures):

#### ***VIII. Administrative Procedures***

*Region IV has created Administrative Procedures to serve as working guidelines and standard operating procedures for Region IV's officers and committee members. These procedures are designed to be helpful to the continuity and functioning of NCURA*

*committees and activities; they are not intended to limit the creativity of individual committees or their members.*

Ballots were distributed to all Region IV members in attendance, votes were received, and the proposed changes were approved. 63 members present, all Yes votes. 0 No's, 3 abstained. All changes will be moved to Administrative Policies. Thanks to Marjorie Piechowski for her work on the changes.

Christa presented Jaynee a gift for her service to the Region over the past year. Jaynee past the gavel, and Robert's rules book to Christa.

**Meeting adjourned 8:40am**

**NCURA Region IV  
Spring Business Meeting  
Embassy Suites  
8:00 a.m.**

**AGENDA**

**I. Call to Order**

**II. Review and Approval of Fall Business Meeting Minutes**

**III. Revision of By-Laws and Administrative Procedures**

**IV. Treasurer's Report**

**V. Regional Committee Reports**

- Awards Committee – Chair, Crystal Taylor-Nevils
- Communications Committee – Sue Kelch, on behalf of Chair, Natalie Goodwin-Frank
- Membership Committee – Jeffrey Ritchie, on behalf of Chair, Tricia Callahan
- Nominations Committee – Diane Meyer, on behalf of Chair, Sue Keehn
- Program Committee – Chair, Christa Johnson
- Site Selection Committee – Steven Geiger, on behalf of Chair, Connie Motoki

**VI. National Committee Reports**

- N&LDC – Diane Barrett
- PDC – Report on behalf of Twila Reighley
- Regionally Elected Representative to the National Board – Heather Offhaus

**VI. Old Business**

- Regional Leadership or Professional Development Program – Diane Meyer/Kirsten Yehl

**VII. New Business**

- Future Spring Meeting Sites