

Staff Council Meeting Minutes – September 8, 2016

1. **Call to Order:** Lynsee called the meeting to order at 2:02pm
2. **Meetings Since June 2016:** 4
3. **Attendance:**

2016-2017 Staff Council Member		Term	EEO Category	Present	Meetings Attended Since June 2016
Adams, Amie		2018	SSC	Y	3
Allen, Thomas		2018	SSC	Y	4
Antunez, Gilbert		2017	EEO 3	Y	2
Bowen, Bill		2018	EEO 1	Y	4
Edwards, Josh		2017	EEO 5	N	1
Fox, Karen		2018	EEO 4	Y	3
Garcia, Frankie		2018	EEO 6/7	N	0
Haasl, Lora		2018	EEO 3	Y	1
Hampton, Jarvis		2017	EEO 1	Y	4
Hampton, Nancy		2018	EEO 1	Y	3
Kopke, Kim		2018	EEO 4	Y	3
McIlroy, Sherri		2017	EEO 4	Y	3
Rausch, Mary		2017	EEO 3	Y	4
Reid, Leo		2018	EEO 3	Y	3
Rosales, Gaby		2017	SSC	N	3
Sanders, Nikky		2018	SSC	Y	2
Scantling, Mickie		2017	EEO 5	Y	4
Sparks, J. Rich		2017	EEO 1	Y	1
Stocker, Betty		N/A	Ex Officio	Y	3
Sweetgall, Linda		2017	EEO 4	N	3
Vinyard, Michelle		2018	EEO 3	Y	4
Vizzini, Beth		2017	EEO 5	N	1
Whitten, Megan		2018	EEO 4	Y	3
Williams, Melissa		2017	EEO 3	N	2
Womble, Lynsee		2017	EEO 3	Y	4

4. **Review of Minutes from August meeting:** Amie moved to accept the minutes as read, Michelle seconded the motion. All voted to approve the minutes as read.
5. **Treasurer's Report:** Jarvis spoke that there are missing receipts and asked if everyone who has made purchases out the account to please get those to him and he will also be working with Mickie to get those as well. Stilling talking with Student Affairs on their Blood Drive Contribution, Karen and Lora will look closer at the Gold Card Charge backs. There were \$20,000 given in Tuition Assistance 2 at \$250 and 36 at \$500. No changes to all other accounts. Kim moves to vote on the Treasurer's Report Karen second. Treasure's Report passes.
6. **Committees:**
 - a. **Employee of the Month:** Gilbert congratulations again reception Sept. 15th Williams Reading Room at 3pm.
 - b. **Scholarship and Tuition Assistance:** Lynsee asked to review the instrument, there has been confusion in the recent past on the definition of a dependent. The instrument update was brought to a vote, motioned by Gilbert and seconded by Leo. The new instrument wording was accepted.
 - c. **Staff Appreciation:** Take-a-Break will be Sept. 21 in the JBK Commons, make your own trailmix.
 - d. **Election Committee:** Jana was replaced by Darcy, she will join us next week.

- e. **Homecoming:** Sent the flyer for door decorating to itsc for scheduled emails to go out. Buffalo Chip the committee has a plan but are keeping it a secret at this time. Sharky's will donate 20 burritos to the office that wins.
 - f. **Staff Development:** Brain Breaks-Live streaming now, Lora's Department manages that service, Lora just request that permission be granted by speaker beforehand to stream or record. SSC will continue to pick up snacks. Lynsee spoke with Dr. De'Armond and he is requesting help on the picking a topic for his talk, Lynsee will send out a qualtrics to vote on topics.
7. **Old Business:**
- a. Reached out to members not attending meeting, most said they want to remain on Staff Council, Frank however has stepped down and Betty is working on his replacement from EEO 6&7.
 - b. Staff Remembrance Tree report given by Thomas. Larry and Chance Haugen met and the tree was removed, a flower bed can be installed, Tree is still an option but it was suggested that Staff Council consider trees around campus. Lynsee will chat with Randy Rikel to check on the options.
8. **New Business:**
- a. Lynsee reminding everyone to get involved with I am WT and that you can donate to staff council on the reenrollment form!
9. **Other Business:** none
10. **Adjournment:** adjourned the meeting at 2:33p.m.

Next Staff Council meeting is Thursday, **October 13**, in the Buff Branding Room (Rm. 12) of the JBK.

Respectfully submitted by, Secretary Megan Whitten