



# Missouri S&T Staff Council

Thursday - October 14, 2010

10 - 11 a.m.

Havener Center - Silver & Gold Room

## Minutes

**Members Present:** Bridgette Betz, Jesse Singleton, Johnny Wright, Lucretia Eaton, Marilyn Licklider, Mary Haug, Melpo Mankin, Michelle Vannatta, Teneke Brown, Stephanie Fann

**Members Absent:** Bob Phelan, Bradley Starbuck, Melissa Hutton, Shawn Wright, Stacy Jones, Dedie Wilson

**Opening:** The meeting was called to order at 10:00 a.m. by Jesse Singleton. The meeting was held in the Silver and Gold Room of the Havener Center.

### **Treasurer's Report:**

General Operating: \$13,962.52

Special Events: \$3,543.25

Development: \$2,830.05

- For Staff day awards and lunch we will spend from our Development fund first and then the General Operating. **The Treasurer's Report was approved.**

### **Old Business:**

- a. Time of Monthly Meeting – It was discussed and approved that the Staff Council Meetings would be moved to the second Wednesday of every month from 10 am – 11:30 am. Bridgette will adjust the room reservations, send a new calendar reminder, and send a few reminders before the next meeting indicating the change.

### **New Business:**

- a. Committees – Committees were discussed and staff council members were added to each committee. Committee members absent were placed in committees. (Please see the list below to see the members for each committee).
- b. Staff Fall Appreciation Day – The council will be providing hot chocolate (including a sugar free option) and Cider on Thursday October 28<sup>th</sup>, 2010 from 10 – 11:30 am at the Puck. Lucretia will review and let the council know if this event is affected by Chartwell's Policy. Marilyn will be picking up supplies. Information will possibly go out to staff through eConnection, posters, and a flyer to each department. **All staff council members will be asked to participate during this time. The time was moved to 9:30-11:00am.**

### **Committee Reports:**

#### **a. Faculty Senate – Jesse Singleton and Stacy Jones**

Next Meeting to be held October 14<sup>th</sup>, 2010

~~• Information Technology & Computing Committee~~

• **Personnel Committee – Lucretia Eaton**

Lucretia presented the benefits presentation brought forward by members of the UM Board of Curators that was to be presented to the faculty senate October 14, 2010. (Presentation was saved with these minutes.) The discussion was regarding Defined Benefits vs. Defined Contributions. Jesse was to attend this meeting and voice concerns on behalf of the staff.

**b. Campus Appearance Committee – Teneke Brown and Shawn Wright**

~~**c. Campus Daycare Committee**~~

**d. Chancellor's Council – Jesse Singleton and Stacy Brown**

**e. Charitable Awareness – Marilyn Licklider and Lucretia Eaton**

**f. Professional Development – Lucretia Eaton**

**g. Crisis Communications Committee – Bridgette Betz and Bob Phelan**

**h. Parking Committee – Stacy Jones and Mary Haug**

Mary will ask about receiving a possible parking donation in order to promote T-Shirt sales during Staff Day.

**i. Intercampus Staff Advisory Council – Jesse Singleton and Stacy Jones**

**j. Web – Melpo Mankin and Brad Starbuck**

- Melpo will update information and create a section for minutes which will get posted on a regular basis.
- The staff council picture will be put on the website after it is taken during the November 10<sup>th</sup> meeting.
- Staff Perks will also be updated on the Staff Council website. Melpo will be creating a list of area restaurants and businesses, indicate which already provide a perk, and then ask the council to contact others to gather more perks.

**k. Welcome Committee – Melpo Mankin and Bob Phelan**

**l. Staff Recognition Awards – Bridgette Betz, Mary Haug, and Melissa Hutton**

Bridgette will speak with former council member Deanne Jackson on what we need to work on.

**m. Staff Recognition Day Planning – Marilyn Licklider (chair), Michelle Vannatta, Stephanie Fann, Stacy Jones, and Shawn Wright**

- Jesse will inquire with the Chancellor's office about possible dates for next year's Staff Day. The council is hoping for a date in late May or early June, but not around Memorial Day. **Jesse reported that Staff day will be June 1.**
- Marilyn has already purchased several items for the raffle including a settee and patio set. The committee will be on the lookout for other items such as a self-propelled lawn mower.
- A casino theme was suggested last year. Jesse will inquire with the Chancellor's office about their thoughts on this suggestion.

- Since the lunch will be free for staff, Staff Council is looking at what we can do with T-shirt sales (which will be \$10 apiece). There was a suggestion of offering free raffle tickets with a purchase of a shirt.
- Staff council needs to find a way to communicate to staff that they do not need to pay for lunch; eConnection, banner, posters?
- Pictures of possible shirt designs were shared with the Council. Previous feedback asked that the shirts NOT be Kelly Green
- Marilyn will ask Chartwells for an estimate on the food.

**n. Wellness Committee – Lucretia Eaton**

**Adjournment:** The meeting was adjourned at 11:00 a.m. The next Staff Council Meeting is scheduled for Wednesday November 10, 2010 at 10 am. **Group Staff Council Picture will be taken during this meeting.**

Minutes submitted by Staff Council Secretary Bridgette Betz