

October Meeting Minutes

October, 10th, 2019

**Members Attendance ( 18 present, 5 absent)**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Barbi Spencer<br><b>Chair</b>   | A Angie Pfeifer<br><input type="checkbox"/> Amber Stienbarger                | <input type="checkbox"/> Lisa Winstead<br><input type="checkbox"/> Lynne Davidson |
| A Amanda Kossuth<br><b>Vice-Chair</b>                    | A Jacquelyn Sansone<br><input type="checkbox"/> Jennifer Pratt               | <input type="checkbox"/> Becky Boggs<br><input type="checkbox"/> Sarah Murchie    |
| <input type="checkbox"/> Jada Wan<br><b>Secretary</b>    | <input type="checkbox"/> Jody Seely<br><input type="checkbox"/> Katie Tucker | A Shannon Cox<br><input type="checkbox"/> Stephanie Fann                          |
| <input type="checkbox"/> John Cook<br><b>Past Chair</b>  | A Kevin Green<br><input type="checkbox"/> Krystal Hull                       | <input type="checkbox"/> Velvet Hasner<br><b>Special Guests:</b>                  |
| <input type="checkbox"/> Erica Reven<br><b>Treasurer</b> | <input type="checkbox"/> Lisa Story  | <b>Cody Honse</b><br><b>Huang Pham</b>  |

1. Call To Order:
  - A. The meeting was called to order at 9:00 a.m. by Barbi Spencer.
  - B. Attendance
2. Approval of Minutes
3. There were no September minutes to be approved.
4. Officer Reports:
  - A. President Reports:
    - i. Ensured that staff members had access to the Y drive. If you are a member of Staff Council and you do not have access, please contact Barbi, and she will get you access.
    - ii. The Fall Festival volunteer form is on the Google Drive. If you haven't signed up for a duty, please sign up. Staff Council Members are required to attend the Fall Festival.
  - B. President Reports: Committees

CCDI (Chancellor's Diversity Inclusion Meeting):

-Committee formed and will have their first meeting soon

- April 2019 UM System wide Sexual Misconduct survey results taken by undergraduate and graduate student have been analyzed and those results will go out to everyone Oct. 15<sup>th</sup>, 2019.

TRAC:

-Had their first meeting

- New retirement plan started Oct. 1<sup>st</sup>

-Changes to the Collected Rules and Regulations occurred; vesting, specifically, will occur after five years.

-Committee will be reviewing bone marrow and organ donations and how FMLA is being outsourced

-One of the wellness incentives changed

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-Change to the company being used for criminal background checks; wanted to close loopholes that had been occurring before.

ISAC :

-Officers elected

-Created an email

-Website is being created

-Retreat on Nov. 13<sup>th</sup> and they will work on creating an outline for objectives they want to achieve this year

C. Past President Report:

-There was nothing to report.

D. Treasurer Report:

-Pulled from three accounts

-Chancellors account: various uses for events/items outside of Staff Council; money already allocated

-Events Account: used for Fall Festival/Staff Appreciation Day/ Monthly Staff Appreciation

-6,470.00

-Scholarship Account: 1, 357.00

-Need 1,500 to give 3 (250.000) scholarships each semester

E. Secretary Report

-There was nothing to report.

5. Standing Committee Reports

A. Advocacy:

Food Drive:

i. Partnered with SDI to open food pantry to employees on campus

ii. Currently have student food pantry known as Commuters Commodities; the food pantry for employees possibly will be named Community Cart; the student pantry and employee pantry will be kept separate

iii. To partake employees would have to give the following information:

iv. Name ;Employee ID

The following questions are only used for reporting purposes:

Do you receive temporary assistance?

Are you receiving food stamps?

# of children in home

# of elderly family members in home

-Food order is filled and given a number, which is shared with person through email-confidential. It will also tell them what is in the freezer as well. The form is on the SDI website; can fill out the form on behalf of another person with the consent.

v.

Getting Donations for Food Pantry

i. Use the same format as the Grace Drive

ii. Notify departments, and they have boxes to collect items, and we pick them up.

iii. Create a uniform sign for the pantry

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- B. Campus Involvement:
  - i. Fall Festival is happening Oct. 31<sup>st</sup>, 2019 from 8-12:30p.m.
  - ii. Legends Bank: Will be giving t- shirts for Fall Festival
    - Provides gifts for Monthly Staff Appreciation.
    - Will Donate tents, grills, and possibly pay for food as well.
  - iii. Activity Sheet- Mostly filled out but if you haven't signed up please do; Still need someone for the snacks and games tables
  - iv. Donations: Waiting to hear back from Walmart about cookie decorations
    - A lot of items have been donated from businesses but not many have committed to actually being there
  - v. John Cook is letting Staff Council borrow the popcorn machine
  - vi. Trick or Treating Event:
    - Reverse trick or treating; If you signed up for a certain building, you will be going to the departments in that building, giving them candy and telling them to attend the Fall Festival
    - Still need volunteers; If you are interested please contact Lisa Story.
    - This event is happening Oct. 25<sup>th</sup>. Whatever time works for you during business hours is when you will trick or treat.
  - vii. Grace Drive: Still happening for the Holiday Luncheon
    - Last year the toy items accidentally went to Grace and they were supposed to go Angels of Light
    - Will ask the Chancellor's office for office specifications
- C. Communications:

There was nothing to report.
- 6. New Business:
  - A. Staff Day Theme: We took a vote and the theme is : the 1980s'.
  - B. Fundraising Committee:

Becky motioned to form a Fundraising committee. Seconded by Lisa Story. Unanimous vote.

    - Need to specify goals
    - Need to track purchases where money is going
    - possibly do Dine and Donate events (Bdubs, Applebees, Wendys)
    - Filled out form to host an event at Public House (Pint for a Purpose).
- C. Executive Council
  - We will be meeting to revise the bylaws.
- 7. The next official Staff Council Meeting will be held on November 14<sup>th</sup>, 2019.

Involvement Meeting: TBD  
Advocacy Meeting: TBD
- 8. Motion to adjourn meeting by Barbi Spencer. Meeting adjourned at this 10: 40 a.m.