

## STAFF COUNCIL MEETING MINUTES

Date: October 19, 2006

Present: Melody Bartholomew, Clara Blakely, Sandra Etherly, Tim Hardy  
Crystal Pepperdine, Jenn Swank, Gayle Bachman

Absent: Marilyn Christensen, Doritta McDaniel,

Guest: Dave Barthelmes, Human Resources

### **CALL TO ORDER**

The meeting was called to order by Crystal Pepperdine at 10:05 a.m.

### **APPROVAL OF MINUTES**

The minutes from the previous meeting were sent out via email to council members and were reviewed and adopted with necessary corrections. Minutes from the September 21, 2006 Staff Council will be forwarded to ITS for webpage update.

### **AGENDA ITEMS**

Budget Report - M. Bartholomew distributed the monthly Staff Council Budget Report and provided a brief overview of our financial status.

Fundraising– Group discussions were held focusing on the success of past fundraising efforts (tote bags) and future ideas. Among the ideas for future fundraising possibilities were insulated coffee mugs. J. Swank will follow up with costs associated with the mugs.

Stipends- Discussions concerning the stipend for Staff Council Chair will continue when full council is present for meeting.

United Way – Staff Council members agree to share the responsibility of being United Way coordinators this fall. Some discussion was held on the involvement of faculty council. Contact will be made with the chair of the Faculty Council to enlist their support and participation in this endeavor. More info will follow in email from C. Pepperdine. Each council member will assist with distribution of materials for their building/floor/department.

Holiday Breakfast– The date for the breakfast will be coordinated with the Chancellor's office. Registration tables for staff council activities will be on site. Council will need to invest in new table cloths. A sub-committee was created to help facilitate the organization of this year's breakfast (C. Pepperdine, G. Bachman, and J. Swank)

Space Committee Memo- M. Bartholomew reported on the room in the basement of the University Pavilion. Staff Council is in possession of the room key.

Staff Council Webpage – Updates will be made monthly to the webpage. All council members are encouraged to submit material for the “news/updates” section. A “suggestion box” will be added to the page. It is the goal of the council to be able to track hits to our webpage and provide feedback to the campus community.

Staff Council Archives Project- No report

Parking Issues- The parking issues are still unresolved. J. Swank met with the Parking Committee and is still working to find closure to this ongoing issue on our campus.

Staff Discounts at ECDC- J.Swank will meet with ECDC Director and provide feedback to Council.

Veteran’s Day Remembrance- Tabled

Employee Networking System- Council members will provide a listing of interests to be discussed during November meeting

Volunteer Service Credit for Employees- C. Blakely and D. McDaniel are checking into activities that are currently taking place on campus with consideration on the calculation of service credit hours.

Other Matters- Brief discussions were held on the items below. Council will revisit these matters as time permits during November meeting.

- Absence of council members/re-visiting the charter
- Staff representation as Advisor to Chancellor
- Adopt-A-Student Family- G. Bachman will follow-up w/email
- Holiday Breakfast

## **AJOURNMENT**

The meeting was adjourned at 11:30 a.m.

Submitted by,

Sandra (Etherly) Johnson  
Staff Council Secretary