

STAFF COUNCIL MINUTES
Wednesday, March 10, 2:00 p.m. – Zoom

Attended	First Name	Last Name
Y	Billie	Abell
Y	Amanda	Brown
N	Sarah	Elder
Y	Mona	Gilley
Y	Kim	Jefferies
N	Brian	McGinley
Y	Hattie	Powell
N	Amy	Robinson
N	Charles	Robnett
N	Jennifer	Smith
Y	Kristi	Taylor
Y	Katie	Thomas

Call to Order and Welcome - by Billie Abell at 2:04 p.m.

Committee Reports

- Financial Reports – Kim Jefferies
 - New items on budget for Service awards Most Valuable Lion
 - Received refund for canceled luncheon
 - One transaction too old to reverse, vendor donated the amount to us
 - Krsiti – had questions about our budget is healthy and did we make enough from Holiday Market. Yes healthy budget, we could look at finding more ways to use our budget
 - \$5000 a year from President and money earned from Holiday Market makes up most of the funds
 - Billie – decrease in number of vendors due to COVID-19 allowed only 25 vendors compared to 50 last year. We still earned a profit of \$1270.80.

Kim asked for ideas for ways to use budget.

Budget approved

- Events/Fundraising – Billie Abel

The committee has not been meeting regularly because there have been no events. Has been in communication with Katie and the Staff Recognition Committee who is moving forward with the Service Awards.

Billie shared items to consider for the goody/swag bag for Service Award recipients

 - Tumbler – orderd for COB– fits cup holders, keeps contents warm/cold for long period of time \$23.00 might be less if more than 100 ordered
 - Soup mug \$2.25 each
 - Journal – asked contact to look for spiral/hard cover can be used as journal or note taking. We could have Staff Council on cover to take notes – waiting on prices

Let Billie know of other items we want priced and she can check

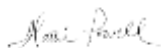
- Staff Recognition/Appreciation – Katie Thomas
 - Service Awards – Since there is no lunch for Service Awards, giving extra swag items.
 - Received date for Dr. Rudin’s availability – event will be on Monday, April 19, 2021 from 9:00 a.m. to 12 noon.
 - Committee meets tomorrow to finalize and determine processes/flow
 - 141 recipients getting rewards.
 - For 5-20 year recipients, Staff Council will present the awards
 - For 25-45 year recipients, Dr. Rudin will present the awards
 - Goal to send out announcement this Friday or next week - give a full month to sign up.
 - Estimating approximately 125 could come between 9:00 a.m.-11:00 a.m. and 16 from 11:00 a.m. – 12:00 p.m.
 - Awards have been ordered already through Eternity Creations, except the 30 year Lion award. 30 year Lion already came in and looks great!
 - MVL – Jayson got all swag/gifts. He was elated.
 - We now have a process for how to get items ordered for Procard for future use.
 - There aren’t many nominations for this first quarter of 2021, encourage people to nominate
- Communication – No update today.
- Enrichment and Outreach – Amanda Brown
 - Bingo night last night was fabulous! Might replicate at a later time.
 - April – Wellness event Karen Thomas – Chair Yoga, Presentation by Crystle Mcilveene on the Employee Assistance Program and Wellness, working on finding a date
 - May – Trivia night and cooking demo – Dr. Dang asked to do demo in nutrition lab
 - June – Movie night
 - July – Financial literacy
 - August – Crafting event – yet to be determined
 - Please give ideas to committee members for events

Billie – bingo last night, Jessica did a good job, Kim, Deidre helped planned, people learned about our university included trivia in the bingo format
- Staff Morale (Survey) –
 - Amanda – the last Staff Council meeting updated the changes to the job satisfaction survey were made and given to Dr. Rudin. Was supposed to have gone out this past Monday and Tuesday, didn’t go out.
 - Billie will email Brian to ask if it is ready to go out
 - Anniversary cards are going around
- Other Business
 - Kim – we probably have enough signed cards to get through April or May
 - Ordered more labels for the cards

Closing and Dismissal

There being no further business, the meeting adjourned at 2:28 p.m.

Respectfully Submitted,



Hattie Powell, Recorder