



Staff Advisory Council Meeting

November 6, 2013 9:00AM

Burnett Hall Boardroom

Meeting called to order: 9:00AM

Present:

Dr. Linda Bleicken
Rebecca Carroll
Peggy Clifton
Rick Matthews
Laura Mills
Shelley Merrick
Angela Storck

Absent:

Laura Pallini-Bolton
Shannon Reddick
Willette Stevens
Greg Surette

Approval of the Minutes: A motion was made to approve the minutes. Rick Matthews seconded the motion. Motion passed.

Treasurer Report

- Staff Textbook Scholarship fund, ending balance \$1,404.21.
- For the discretionary fund – ending balance \$550.25

Committee Reports

Communications Committee

- Social media a little slow
- Emails were sent, regarding Fall Assemblies
- AASU Calendar is link to website
- Victoria will be train on web software

Elections Committee

- Term to serve on committee is a year and a half
- The Vice Chair officer is up for election

Fundraising Committee

- Excellent Book sale, \$500.00 was made
- One-third of book purchases was made with credit card machine
- To increase revenue of books left from book sale, the books will be sold to "Better World books"
- Laura will email Victoria numbers for report
- Laura will send application to Rebecca

Outreach/Special Events Committee

- Five members of the Staff Advisory Council went for the first time to Union Mission and Grace House. Spaghetti was serve
- Chris contacted marketing to start with flyers for non-perish items for Thanksgiving.
- Contacted SGA – Toys for Tots
- Asking local businesses for donations to use for raffles at the Holiday Luncheon
- The Staff Advisory Council Holiday luncheon will be December 13th
- A poll was done for pot luck cookies

Staff Development and Welfare Committee

- ADP Classes
- Intro to Social networking
- How to budget

Old Business

- Shelley and Rick will discuss By-laws
- Shelley and Rick will have a plan for December, 2013
- Shelley suggested process be simplified, so council can move more quickly throughout council meeting
- Rick is reviewing by-laws
- Staff Advisory Council members are all on 2 year term
- Rick requested 3 year term for continuity stand point
- Laura stated it would be helpful to have a longer term
- Laura suggested a handbook be created
- Rick stated every council member should have a handbook
- Rick stated per Greg, three years may be too long to serve on council
- Peggy asked if a former council member can come back and serve on sub-committee
- Per Rick; Angela, Shannon and Shelley have to roll off council
- Everyone was encourage to attend the staff assembly

New Business

- Angela working with Joan Lehon with logo and letterhead
- The purchase of name tags

Motion to adjourn meeting: Peggy Clifton made a motion to adjourn the meeting. Angela Storck seconded the motion. Meeting adjourned at 10:00AM.