



Staff Advisory Council Meeting

January 8, 2014 9:00AM

Burnett Hall Boardroom

Meeting called to order: 9:08AM

Present:

Rebecca Carroll
Peggy Clifton
Rick Matthews
Shelley Merrick
Laura Mills
Laura Pallini-Bolton
Shannon Reddick

Absent:

Angela Storck

Approval of the Minutes: December 3, 2013 minutes approved with one correction. Date changed from December 4, 2013 to December 3, 2013.

Treasurer Report

- No update

Committee Reports

Communications Committee

- No update

Elections Committee

- A special election will be held for nominations for the two vacant positions on Staff Advisory Council.

Fundraising Committee

- Yard sale will be March 29, 2014. Waiting for the approval from Mr. Carson and Lee Davis.
- Books were donated from book sale to Live Oaks Public Library. Fifteen boxes of books were donated.

Outreach/Special Events Committee

- 2013 Special events were successful.
 - Union Mission
 - The Humane Society Collection
 - They were very appreciative for the supplies, cash and donations.
 - The Holiday luncheon was fun
- 2014 Special events
 - Treasure Savannah
 - Union Mission
 - Thank you picnic on lawn
 - Spring drive for Safe Shelter

Staff Development and Welfare Committee

- Fall CPR AED classes
- Lunch & Learn with H.R.

SAC By-Laws Review

- Rebecca Carroll, Rick Matthews and Shelley Merrick will edit by-laws.
- By-laws will be posted to shared google drive.
- From there
 - Term limits
 - Alternatives
 - More electronically
 - Minutes should be taken as official transcript and hold within
 - Certain changes can be voted by Council, not necessarily for staff to vote

Textbook Scholarship Review

- Textbook scholarship will be referenced in by-laws and a supporting document will accompany.

Special Election

- Rebecca Carroll, Laura Mills and Shannon Reddick will coordinate.

New Business

- Policies and Procedures for each committee
 - Create in shared google drive
 - Draft from committee
 - Each committee to add to google drive
 - Add Toys for Tots and President's Holiday
- **Other**
 - Review website

Motion to adjourn meeting: It was motioned and second to adjourn meeting. Meeting adjourned at 9:30am.