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.  
  o  Union Mission  
  o  The Humane Society Collection  
    ▪  They were very appreciative for the supplies, cash and donations.  
  o  The Holiday luncheon was fun

•  2014 Special events  
  o  Treasure Savannah  
  o  Union Mission  
  o  Thank you picnic on lawn  
  o  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 adjourned meeting. Meeting adjourned at 9:30am.