

Staff Association Board Meeting
September 4, 1997
11:00 a.m.

Present: Beverly Anderson, Sherri Batt, Wes Brinkerhoff, Lois Bulloch, Pete Heilgeist, Carlene Holm, Joyce Messer, Eric Tait, *Jim Robinson,*

Meeting Conducted by President Pete Heilgeist.

Minutes of August 11, 1997 Board meeting approved. Motion by Beverly Anderson, second by Lois Bulloch.

Joyce Messer, Representing Faculty/Staff Associated Women - The Faculty/Staff Associated Women have an endowment fund of about \$6,000. They would like to combine the Staff Association Endowment with theirs and change the name to the Staff Association/Faculty-Staff Associated Women Scholarship. It was suggested that the money be split between the Faculty Senate Scholarship and the Staff Association Scholarship. The board determined that the money could be accepted only if there were no strings attached and that the Staff Association Scholarship will not go through a name change. Joyce will discuss the options she has with her board members.

Staff Association Scholarship Endowment - At the end of 1998 Fiscal Year the endowment will contain approximately \$25,200. To become endowed we will need to raise an additional \$5,000. It was suggested that we "raffle" a trip to Hawaii or other destination as a fundraiser to help raise a portion of the money. A vote will be taken at the general staff meeting as to the best way to raise the remaining funds.

General Staff Meeting Agenda - The general staff meeting will be held Monday, September 8 at 2:00 p.m. The agenda will include the introduction of the Staff Association Board and the following presentations:

President Bennion - Introduction and Communication Skills
Harman Bonniksen - The Effect of the Change to Semesters on Staff Positions
Pat Paystrup - Effective Communication
Carlene Holm - Financial Report

Presidential Inauguration - ~~September~~ ^{November} 13 and 14 there will be various activities surrounding the inauguration of President Stephen R. Bennion. Included among these activities will be the opportunity for the Staff Association to put up a booth for a "University Expo". Staff Association President Heilgeist will also have the opportunity to speak on behalf of the staff at the Inaugural Convocation.

The Bylaws committee was expanded to include Jim Robinson. Pete, Lois, Eric, and Jim will meet together to review and revise the bylaws.

Matt Nickerson would like to receive a copy of the minutes of the Staff Association Board meetings for the archives.