

Staff Association Executive Board Meeting Minutes  
October 20, 2004

Attending: Stacia Thomas, Annette Murray, Barbara Rodriguez, Shon Spevak, Laurie Lamb, Kim Ille, Casey Bowns, David Reese

Not attending: Paula Alger, Dale Orton

1. Financial Report.....Laurie  
Banner shows the staff association has \$1,984.66. Since July 1, we have spend \$200 on bereavement plants.
2. Staff Survey.....Annette & Kim  
With such a low response from the overall staff, everyone felt no decisions should be made until we have more responses. It was decided that Kim will work with Jill Whitaker to get a printable version of the survey. She will then send out a hard copy to all department secretaries and ask them to give them to all staff employees and return them to Kim by December 6, 2004.

Responses we did receive showed that staff would like more socials. Annette would like to have a social during the holidays. Monday, December 13<sup>th</sup> was chosen for the date. We will have a light refreshments/lunch and have a canned food drive or something else of service for the community. Annette, Kim and Casey will serve on this committee. They will meet November 15 at 4:00 pm and November 29 at 4:00 pm. Kim will send email reminders.

3. Pool usage / fitness center usage.....Annette  
Dave McQuire is in the process, along with Eric Tait and Dorian Page to get free pool usage for staff and faculty. They have submitted this proposal three times and been rejected each time. Mike Richards reports that we cannot use the fitness center because student fees paid for the center. A wellness program is being proposed to the President's Council and we will continue to work on this.
4. UHESA and Legislative Day at capital.....Annette  
Legislative Day at the Capital is set for February 2<sup>nd</sup>. Jake will be working with the staff and organizing attendance at this UHESA sponsored event. We need to be sure everyone realizes that in order to attend, they will need to take personal leave.
5. Holiday vacation.....Annette  
Annette reported that she had met with the president and we were going to be given two additional days off, with pay, to be taken between Dec 20 and Dec 30.

6. Scholarship donation.....Laurie  
It appears that those staff members who gave donations to the scholarship fund had those deductions come from their October 15<sup>th</sup> paycheck. There was approximately \$68.00 put into the account at that time, according to Banner. Since the beginning of the fiscal year, we have received \$168 in donations.
  
7. Mission Statement/Formation of committees.....Barbara  
As we reviewed the by-laws, it appears we are set-up as a constitution and we have a purpose and policy established, which would be the same as bylaws.

Committees were established as follows:

Professional Improvement

Lauri Lamb, chair

Shon Spevak

Paula Alger

Salaries and Institutional Governance

Barbara Rodriguez, chair

Casey Bowns

Dale Orton

Jake Johnson

Social Affairs

Annette Murray, chair

Stacia Thomas

Kim Ille

Each committee will meet individually, establish a mission and a strategic plan. Reports will be given at each board meeting.