

Staff Association Board  
Meeting Minutes  
August 13, 2008  
Budget Office Conference Room

Those in Attendance: Bruce Tebbs, President; Travis Rosenburg, President – Elect; Casey Bowns, Past President; Pat Gardner, Secretary; Adrain Gunter, Treasure; Executive Board Members Jared Wilcken, Mike Humes, and Bryant Flake

Those Excused: Blaine Edwards

Meeting Commenced by Bruce Tebbs at 2:05 pm

**Items of Business:**

- A motion from Jared was made and a second from Travis to approve last month's minutes
- UHESA Conference – Travis reported on his recent trip to the UHESA Conference which was held at SL Community College. Topics at the conference included leadership ideas shared by various staff association leaders throughout the state. Legislative representative Cory Holdaway was also in attendance taking notes on complaints/concerns that staff association members have. Travis also reported that next year SUU will be the host for the annual UHESA Conference
- Opening Social – September 9, 2008
  - Travis reported the total budget for this year's social is \$2,500
  - Invitations are in the process and prizes are being secured. Travis mentioned that this year all in attendance will walk away with a prize
  - President Benson approved an extended lunch period of 2 hours for all staff members to attend the social
  - Service Award plaques are here. A personal invitation will be sent to those individuals who will be receiving their award
- Display of Service Awards – Mike brought an example of a display board to showcase names of past recipients. Cost will be minimal depending on the size. Mike stated that his shop would be willing to donate their time to make the boards
- A motion was made from Jared and a second from Bryant to move the \$168 available budget from salaries to current expenses.
- EAP Training – Mike reported that EAP (Employee Assistant Program) has scheduled two upcoming training sessions:
  - September 10<sup>th</sup> at 2:00 pm – Supervisory Training
  - November 5<sup>th</sup> at 2:00 pm – Managing Holiday Stress

The suggestion was made that monthly training be offered to employees; whether that is correlated through Human Resources or individual campus departments. Also it was suggested to post upcoming training on the Staff Association website as well as offer a suggestion box for staff to submit ideas for future training they would like to receive.

- Civic Engagement Training will be held on August 20, 2008. Mike Humes and committee will send invitations to all staff encouraging them to attend.
- Financial Report – Adrian reported that so far \$324 has been spent out of the Staff Association budget

**To Do Items Prior to Next Meeting:**

Mike- Check on cost for display board and see if two signs will fit in the designated area. Mike will also work on having proofs of the new display ready for the board's approval.

Meeting Adjourned by Bruce Tebbs at 3:15 pm