

SUU Staff Association Annual Retreat
Wednesday, July 13, 2011, 1:00pm
Alumni House

Attendance: Mary Jo Anderson, Bruce Barclay, Mindy Benson, Sheri Butler, Dan Camp, Christa Cardon, Ron Cardon, Meaghan Cottam, Tyson Kyhl, Jamie Orton, Travis Rosenberg, Shon Spevak, Kristin Wiggins

Excused: Lindsay Fullerton, James Loveland, Paula Mitchell

1. **Welcome:** Sheri Butler called the meeting to order at 1:05pm and welcomed everyone to the meeting
 - a. Introduction and thank you to retiring board members for the work they did last year. Including Bruce Barclay (president), Travis Rosenberg (past-president), Sheri Butler (president-elect), Meaghan Cottam (Secretary), Lindsay Fullerton (Treasurer), Mary Jo Anderson, Ron Cardon, James Loveland and Paula Mitchell (Board Members), and Emily Dean (Faculty Senate Representative).
 - b. The new boards members were introduced including Bruce Barclay (past-president), Sheri Butler (President), Ron Cardon (President-elect), Christa Cardon (Secretary), Jamie Orton (Treasurer), Mary Jo Anderson (1 year remaining in term), Mindy Benson (1 year term to replace Ron Cardon), Dan Camp (1 year term), Tyson Kyhl (2 year term), Shon Spevak (2 year term) and Kristin Wiggins (2 year term) (Board Members). The board was expanded this year to six members and Steve Irving (Faculty Senate Representative).
2. **Business:**
 - a. Staff Association budget was presented and a copy is attached to these minutes. It was proposed that we move the unused wages to current expense until such time as there is enough in the wages to create a stipend for the Treasurer. Motion passed.
 - b. Duties and responsibilities of board members were explained by Sheri.
 - c. What responsibility does the board to the SUU staff: Bruce gave a brief summary of these responsibilities and gave a few examples of things that had come before the board this year such as the University Holiday policy and the Campus Parking Services issues.
 - d. What is UHESA? Travis gave an explanation regarding what the role of the Utah Higher Education Staff Association (UHESA) is and how it helps our staff association at SUU. This association is comprised of delegates from each of the state funded institutions of higher education. Here the members of the board discuss events and happenings from each campus helping to strengthen the associations across the state. UHESA helps keep us informed about legislative issues and works together to present a united front to the state legislature regarding the needs of staff statewide.
 - e. Goals for our 2011-12
 - i. Rewrite/update constitution and bylaws: It has been a long time since the constitution and bylaws were examined closely. This issue was brought to the forefront this year when members of the University President's staff were nominated for staff association positions and were not able to be put on the ballot because the constitution and bylaws prohibit them from eligibility. Other items need to be updated as well. A committee will be formed to look at constitution and bylaws from other institutions to help rewrite ours.
3. **Assignments of new board members:** Committee were formed as follows:
 - a. Social Affairs Committee: Ron (Chair), Jamie, Dan, Tyson
 - b. Campus Training Committee: Mary Jo (Chair), Kristin and other staff members that are already serving including Meaghan Cottam, Lauri Garfield, Barbara Gray, Rudia Heddings, Sheri Lopez and David McGuire
 - c. Constitution/Bylaws Committee: Sheri (Chair), Shon, Mindy, Mary Jo
 - d. It was noted that Linda Liebhardt is the legislative representative for SUU
4. Monthly board meetings will be held the 2nd Tuesday of each month at 11:00am in the Library Conference Room (302D). The next meeting is August 9th.
5. Meeting adjourned at approximate 2:45pm.