

SUU Staff Association Minutes
Thursday, May 21, 2015
Registrar's Conference Room

Attendance: James Loveland, Sheri Butler, Jared Wilcken, Andrea Masterson, Nellie Lee, Camaree Staheli and Loralyn Felix (Library, Faculty Senate)

Absent: Casey Bowns, Sonn Berrett, Stuart Bunker, Brandon Rasmussen and Camille Werner

Call to Order: James called the meeting to order at 11:07 a.m. and welcomed all.

Items of Business

- I. Approval of minutes
 - a. James called for motion to approve April 9, 2015 minutes; Camaree made the motion, Nellie seconded. All in attendance approved the minutes.

- II. Treasurer Report – Camille
 - a. Staff Association balance as of May 21, 2015 \$1,916.72
 - b. Camille is checking to see if the Staff Professional Development Funding will roll over to next year's budget so that no funding will be lost or taken away.

- III. Committee Updates/Assignments
 - Parking Advisory-Camaree—No report
 - Bookstore-Sonn—No report
 - Insurance-James—No report
 - Parking Appeals-Nellie—Held last meeting for this term
 - Training-Brandon—No report

- IV. Welcome Wagon
 - a. Bradley Anderson – Maintenance Electrician – Facilities Management – Camaree
 - b. Jayson Matlock – Financial Aid Counselor – Financial Aid & Scholarships – Nellie
 - c. Sally McDonald – Library – Special Collections – Sheri
 - d. Miguel Ovies-Bocanegra – Las Vegas Admissions Advisor – Admissions – Andrea
 - e. Ana Ramirez – Northern Utah Admissions Advisor – Admissions -- Andrea

- V. Staff Professional Development Funding --Sheri
 - a. Sheri has all of the information updated in the Staff Association shared drive, it is organized, current and ready to be passed on.
 - b. There are applications that are currently being accepted for the June deadline.

- VI. Closing Social--Jared
 - a. The Closing Social will be held on June 3, 2015 @ 9:00 a.m. Harris Center/ Staff Parterre Garden
 - b. Budget \$1000.00 Food/ \$200.00 Prizes.
 - c. Planning on 175 staff members, menu to include scrambled eggs, French toast, hash browns, fruit, orange juice and water.
 - d. Jared will purchase the door prizes and coordinate with Tiger Funk on the planting.

- e. Jared will send out invitations and Sheri will make copies of the new Bylaws & Constitution to be passed out and voted upon at the breakfast.

VII. Staff Association –Years of Service Awards

- a. James will contact John Smith at Clark & Lindford to make sure they are using the right crest on the 50 year certificates.
- b. Money left over from this year will be used to purchase the certificates and plaques for the Opening Social in September.

VIII. June Staff Association Board Meeting

- a. June's Board Meeting will be held on July 18, 2015 @ 11:00 a.m. James will check and let us know the location of the meeting.
- b. All of the newly elected Board Members and out going Board Members will attend this meeting.
- c. Jared would like to schedule this meeting for 1 ½ to 2 hours to provide orientation/ training for the new Board Members.

Motion to adjourn by Nellie, Jared seconded. Meeting adjourned at 12:01 p.m.