

SUU Staff Association Minutes
Wednesday, July 10, 2013
Facilities Management Conference Room

Attendance: Julie Larmore, James Loveland, Brandon Rasumssen, Ron Cardon, Sonn Berrett, Sheri Lopez, Nellie Lee, Mindy Benson, Paula Lambeth, Barbara Rodriguez, Daniel Bishoff

Call to Order: Julie called the meeting to order at 2:00 p.m. and welcomed all of the new board members. Introductions followed.

Items of Business

- I. Approval of minutes: Mindy called for motion to approve June 18, 2013 minutes, Barbara 2nd the motion. All in attendance approved.
- II. Treasurer Report (Handout) – Julie
 - a. Balance sheet for FY13 budget
 - b. All concurred the \$100 balance would pre-purchase bereavement plants
- III. Set Regular Meeting Date/Time
 - a. 2nd Thursday of each month at 11:00 a.m.
 - b. Location TBA
- IV. Report from Meeting with Interim President Kendell – Julie
 - a. Interested in maintaining the open door policy.
 - b. Will arrange a meeting with the Faculty Senate President and Julie, Staff Association President, either monthly or quarterly to share ideas, etc.
 - c. Overall visit went well!
- V. FY14 Budget (Handout) – Julie
 - a. Overloads are committed.
 - b. Opening Social:
 - i. The meal for 2012 went well and feed all in attendance. \$1,800 will be necessary to fund the social again this year. James will contact Jory regarding pricing.
 - c. Closing Social:
 - i. Schedule a date with Ross as soon as possible (hopeful for the first week of June).
 - ii. Ron visited with people attending this year and all seemed to enjoy the planting activity
 - iii. Planting for 2013 was cut in half (3 flower beds).
 - iv. Barbara asked about the previous discussion to put dollars towards purchase of pots or/and benches to make the area more like a park.
 - v. Sonn suggested sandstone pots and benches to tie in with the other recent improvements to campus.
 - vi. Student workers for facilities maintenance drastically reduced.
 - vii. Funding for meal to be reduced from \$1,200 to \$1,000 for FY14. Barbara motioned the extra \$200 be moved to discretionary funds. Brandon 2nd.

- d. Award funding. Mindy suggested we check on other types of awards rather than plaques. Roger Greener made some amazing things for the Science Building Naming we could look at. Sonn suggested to have the sign shop look into constructing plaques that may reduce the cost.
- e. All other FY13 budget amounts were approved for FY14.

VI. Committees & Staff Representation (Handout):

- a. Training – Brandon Rasmussen
- b. Calendar – Mindy Benson
- c. Parking Appeals – Nellie Lee
- d. Photos – Sonn Berrett & Nellie Lee
- e. Website – Paula Lambeth
 - i. Brandon will check with Jill regarding *Word Press*, which would make it easy for many to contribute).

Julie will check into all other committees on handout and report at the next meeting

VII. Welcome Wagon – Julie will send out updated letter and information sheet

- a. Aubree Rasmussen – Event Services (Barb)
- b. Tomell Andrews – Facilities Management (Nellie)
- c. Jenna DeGering – Admissions (Mindy)
- d. Brandon Street – University College (Ron)

VIII. Planting Day Follow Up -

- a. Get on Facilities schedule for an earlier date.
- b. Request canopies if weather is warm

IX. Presidential Search Discussion

- a. Update from Julie – Next Community Forum – July 17 @ 5:30 (Heritage Center Festival Hall)
 - i. Talk to people in the community and campus
 - ii. Attend if you are able and provide feedback

X. Policy & Evaluation Discussion (Handout)

- a. Policy was last reviewed 7/1/98. Needs revision.
 - i. Title is addressed to Classified Staff Personnel. Only implied for Professional Staff.
 - ii. Needs a section addressing Executive Staff
 - iii. Julie asked that we came with input to compose a draft at the next meeting to present to HR (Policy falls under HR).

Meeting adjourned at 3:15. Motion to adjourn by Barbara. Julie 2nd.