President: Ben Johnson - Scholarships
President (Elect): Trisha Robertson - SPDF
Past President: Jim Shakespear - Recognition
Secretary: Anu Tufuga
Treasurer: Chet Dalton
Faculty Representative: Steve Barney

**Board Members:**
- Amy Sharpe, Sr. Board Member - Scholarships
- Ron Cardon, Sr. Board Member - Recognition
- Zachary Murray, Sr. Board Member - SPDF
- Annette Murray, Jr. Board Member - Scholarships
- Nellie Lee, Jr. Board Member - Recognition
- Ralph Savage, Jr. Board Member - SPDF

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**BOARD MEETING MINUTES**

*October 09, 2019, 2018 at 1 p.m. in Sage Valley (HCC)*

**NEXT MEETING:**
November 13, 2019, 2018 at 1 p.m. in Sage Valley (HCC)

**ATTENDEES:**
Ben Johnson, Amy Sharpe, Trisha Robertson, Ron Cardon, Zach Murray, Nellie Lee, Ralph Savage, Chet Dalton, and Annette Murray

**EXCUSED:**
Anu Tufuga

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**REVIEW ASSIGNMENTS/ACTION ITEMS:**
- [x] Approval of Minutes
- [x] Complete monthly Staff Association hours sheet
- [x] Welcomed new employees

**I. Welcome new employees**

<table>
<thead>
<tr>
<th>Name</th>
<th>Class Code</th>
<th>Department</th>
<th>Start Date</th>
<th>Assigned</th>
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<td>Aviation</td>
<td>9/16</td>
<td>Nellie</td>
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<td>Travis Stallings</td>
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<td>9/16</td>
<td>Nellie</td>
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<td>Jayden Batt</td>
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<td>9/16</td>
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<td>Name</td>
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<td>10/1</td>
<td>Nellie</td>
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<td>Francis Roemer</td>
<td>Full Time</td>
<td>Facilities</td>
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<td>Ralph</td>
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<td>Anu</td>
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<td>Part Time</td>
<td>Theatre Arts and Dance</td>
<td>9/16</td>
<td>Annette</td>
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**REPORTS:**

I. President’s Council  
   A. Next meeting in November

II. UHESA  
   A. Network of higher ed institutions in the state; good connections  
   B. Upcoming meeting topic: staff scholarships/tuition waivers

III. SPDF  
   A. Procedural changes:  
      1. $750 per person cap  
      2. No quarterly deadlines; encourage to apply early  
      3. Set aside 25% of funds to award in Spring

IV. Scholarship  
   A. No update

V. Recognition  
   A. Plenty of employee of the month nominations; good response from the separate email

**DISCUSSION ITEMS/FEEDBACK:**

I. Ben: possible Staff Association sign designs  
   A. Renderings provided by Rainbow Sign & Banner; added to shared drive

II. Opening social/general feedback survey  
   A. If someone wants specific questions on the feedback survey, send to Trisha
III. Annual Staff Budget
   A. Increased budget this year - where to spend?
   B. Additional social in Jan/Feb
      1. Open house
      2. SUU perks “ask the experts”
         a) Tuition waivers
         b) Employee discounts
         c) 2 free tickets policy
         d) Microsoft programs for staff

IV. Events committee
   A. To prepare opening/closing socials and additional socials and events
   B. Involve staff association in more campus activities (housing move in day, homecoming dodgeball tournament, etc)
   C. Could increase the number of board members; affect constitution
   D. Structure change could also make board members divisional reps

ANNOUNCEMENTS:
I. Sage Valley room will be unavailable in April/May/June for remodeling; Amy and Annette will look at using the Advancement conference room in Old Main

ASSIGNMENTS MADE:
I. Welcome new employees
II. Staff hours
III. Nellie starting a document for Winter social “booth” ideas
IV. Trisha looking into revising constitution for more board members, potentially creating divisional representation by board members
V. Next time:
   A. Chet -- budget for staff student wages
   B. Trisha -- years of service cutoff update
   C. Winter social ideas

BEREAVEMENT PLANTS:
Assigned months:
July- Anu August- Jim September- Chet October- Ron November- Amy December- Ben January- Trisha February- Annette March- Nellie April- Zach May- Ralph June- Trisha