Staff Council Meeting
April 13, 2011

I. Call to Order
The meeting was called to order by Kristie Kelarek, Staff Council Chair, at 1:45 p.m., delayed due to some technical difficulties.

II. Minutes of March 9, 2011
Julie Schwab moved to accept the March 2011 minutes; Lori Proctor seconded the motion; minutes were approved as submitted by majority consent.

III. Treasurer’s Report
Bonnie Ponce reported budget balances; as of today’s date they are as follows:
A. Regular account balance is $3,480.67 (account 140-100-100004; with four open POs).
B. Friends account balance is $1,052.90 (account 211-018-100000).

IV. Guest Speaker
David Kapalko, Director of Parking & Transportation, addressed the Staff Council. He touched on main points of the department formed in September 2009: informing customers of their direction, getting feedback from customers, and using new technologies to update services. Members of the new P&T Committee (different from Appeals) are requested through Faculty Senate, Staff Council, and Student Government Association. David provided some recent statistics on parking inventory, permits issued, permit-to-space ratios, citations issued, revenues, the transportation initiative (bus service) for students was not approved (on hold at this time), software/hardware upgrades with change to T2 (electronic processing, improvements/changes to garage operations, department validation parking options), and enhanced information dissemination efforts.

V. Chair’s Report
A. Nominations for Staff Council Election 2011. The Nominations Committee has been established; nomination forms will be sent out with the Cinco de Mayo invitations with reminders to be sent by email; voting will be held 05/16-27; and we are working on automating the voting and tallying.
B. Committee Reports for Staff Council Newsletter. Chairs, please email a short paragraph on your committee’s activities to Kristie K. by May 18.
C. Chick-fil-A Leadercast. May 6, contact your division’s representative if you’d like to attend (a list was included in the last set of SC minutes).
C. Annual Report to Donors. We are listed in the report under “Friends of Staff Council.”

VI. Committee Reports
A. Public Relations (Julie Schwab) Cinco de Mayo Event. Please sign up to help! We will have a taco bar, and the SHSU jazz band will play. 05/05, 11:30am-1pm. We’re ordering food for 200.
B. Campus Enhancement (Sherry Henke) Earth Day Tree Planting. We have coordinated with grounds maintenance to present a tulip poplar to the University on Good Friday, 04/22, at 10am. A mass email will be going out to invite everyone to attend; the tree will be planted on the grassy knoll east of CHSS.
C. Communications (Kristie Kelarek) We are working to put out a newsletter by the end of the semester, and get the website updated.

VII. Upcoming Events/Announcements
A. Ice Cream Social. We will discuss this event at the next meeting, in May.

VIII. Adjournment
The meeting was adjourned at 2:35 p.m. following a motion and second by Wally Barnes and Julie Schwab.

Minutes prepared and submitted by:
Stephanie Brim