

Staff Council Meeting

July 6, 2011

I. Call to Order

As there was a quorum present, Kristie Kelarek, Staff Council Chair, called the meeting to order at 10:05am. Kristie thanked the incoming Staff Council members for attending.

II. Minutes of June 8, 2011

Lori Proctor moved to accept the June 2011 minutes; Julie Schwab seconded the motion; the minutes were approved as submitted by majority consent.

III. Treasurer's Report

Bonnie Ponce provided the report on the two Staff Council accounts.

- A. Operating Budget (account 140100-100004-60) has a balance of \$139.69, accounting for all outstanding purchases or expenses.
- B. Friends of Staff Council (account 211018-100000-80) has a balance of \$1,052.90. These funds roll over annually.

IV. Chair's Report

Kristie Kelarek provided the following report on various items.

- A. Earth Day Tree Planting Plaque. Kristie plans to pick up the plaque today; we will need to coordinate with Physical Plant to have it set in concrete, for which there may be an additional charge.
- B. Newsletter. Everyone should have received the newsletter, delivered yesterday by mass mail. Kristie thanked Bonnie for doing a great job in putting it together.

V. Committee Reports

- A. Public Relations. (Julie Schwab): The Ice Cream Social on July 1 was well attended, in a great location (thank you, Carol, for the use of the SHB Lobby area).
- B. Administrative. (Kristie Kelarek) No new activity to report; the committee continues work on updates for the website FAQs.
- C. Campus Enhancement. (Sherry Henke) No report other than the Earth Day plaque already discussed.
- D. Staff Development. (Denise Holcomb) David Paitson would like to address the Staff Council in August regarding attendance at University athletic events; we will invite him to speak at the end of the agenda.
- E. Communications. (Kristie Kelarek) No report other than the newsletter already discussed except to mention that the website has been updated.

VI. Bylaws Discussion/Vote

Following a brief period during which no questions or changes were submitted to the proposed amendments and updates to the by-laws, Denise Holcomb moved to amend and approve the bylaws as submitted; Lori Proctor seconded the motion. The motion passed unanimously. Kristie thanked everyone for all the work on the by-laws over the past year. The proposed changes will be submitted to Dr. Gibson for final approval.

VII. Adjournment

Following some brief comments from the Executive Committee about attending the next meeting, welcoming new members, electing new officers, and requesting committee assignments, the meeting was adjourned at 10:25am following a motion and second by Debbie Allen and Ann Broussard.

Minutes prepared and submitted by:
Stephanie Brim