

## Staff Council Meeting

August 10, 2011

**I. Call to Order**

With a quorum present, Kristie Kelarek, 2011 Staff Council Chair, called the meeting to order at 1:30pm. Conducting the meeting in incoming Chair Wally Barnes' absence, Kristie thanked the outgoing Staff Council members for attending and welcomed the new Staff Council. Staff Council members briefly introduced themselves.

**II. Minutes of July 6, 2011**

Gayle Bullard moved to accept the July 2011 minutes; Sherry Henke 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. The Operating Budget account (#140100-100004-60) has a balance of \$868.11, of which \$861.40 is committed for outstanding expenses.
- B. The 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. Certificates. Kristie again thanked and provided certificates to attending outgoing members Evelyn Hasouris-Turner and Joe Hyde. Kristie also thanked the Executive Board, the Committee Chairs, and all the SC members for their work over the past year. Stephanie read a brief note of thanks from Wally to Kristie, and Bonnie presented Kristie a plaque for her year of service as the 2011 Staff Council Chair.
- B. Recap of Previous Year's Activities. Kristie reviewed the following:
  - 1. Bylaws re-write and approval (included in a new SC folder at each member's place);
  - 2. 2012 budget will remain the same as in 2011;
  - 3. Public Relations Committee is now fittingly called the Special Events Committee;
  - 4. Attendance and absence policy & procedure;
  - 5. Committee meeting participation;
  - 6. Forthcoming survey regarding SC activity and expectations or ideas;
  - 7. Access to the T: drive shared folder;
  - 8. Attendance at the New Student Convocation on 08/20 at 5:30pm;
  - 9. Plaque for the Earth Day tree set; and
  - 10. 2012 SC group photo – to be scheduled.
- C. "Causes" and Events. Included in the handouts is a half-sheet outlining previously-held events and considered or supported "causes" for discussion and consideration at the next meeting.

**V. Executive Board Elections**

- A. Treasurer. Weslie Gray nominated Bonnie Ponce to serve as Treasurer. Bonnie agreed to serve. There were no other nominations. *Bonnie Ponce will serve as the 2012 Staff Council Treasurer.*
- B. Secretary. Debbie Allen nominated Mandy Carrell to serve as Secretary. After some mild coercion, a humorous story, and several caveats, Mandy agreed to serve. There were no other nominations. *Mandy Carrell will serve as the 2012 Staff Council Secretary.*
- C. Chair-Elect. Bonnie Ponce nominated Denise Holcomb; Nicole Sullivan and Weslie Gray nominated Julie Schwab; and Debbie Allen nominated Stephanie Brim. Denise and Stephanie left the room for any floor discussion and the vote; Julie was not present at the meeting. *Stephanie Brim will serve as the 2012 Staff Council Chair-Elect, and by definition, the 2013 Staff Council Chair.*

**VI. Guest Speaker**

David Paitson, Associate Athletic Director for External Relations, and Katheryne McGilvray, Marketing Staff Associate, addressed the SC and encouraged attendance at the University's athletic events, noting that staff

admission to attend events is free. David passed out several handouts, provided details about upcoming events, and fielded questions.

**VII. Wrap Up and Adjournment**

- A.** India Love asked if there was a way for any visitor parking to be provided near CHSS; a need for short-term visitor parking for the business office has been identified. Sherry Henke suggested that India contact Dave Kapalko with the University's Parking & Transportation Office about the process.
- B.** With the election of Bonnie, Mandy, and Stephanie to the Executive Board, members were asked to consider changing to the Communications Committee, but there were no takers.
- C.** The meeting was semi-adjourned at 2:15pm for the new members to meet & greet within their committees.

Minutes prepared and submitted by:  
Stephanie Brim