

MINUTES OF CSU STAFF COUNCIL MEETING
Thursday, November 1, 2012

ATTENDANCE

Members Present: Jennifer Alberti, Amy Babcock, Terri Conner, Amber Dees, Nicole De Vries, Jessica Gonzalez-Armstrong, Crystal Jones, Karen Kinard, Patricia Lassiter, Debby Mayo, Michelle Scott, Patricia Redmond, Eric Van Bibber, Bethany Yandell

I. CALL TO ORDER

Nicole De Vries presided over the meeting and called the meeting to order at 10:00 AM.

II. FINANCIAL REPORTS

A. Account Balances

Nicole reported the following information provided from Kat Cannella.

Book Scholarship: \$130.16

Foundation: -\$496.46

NOTE: This does NOT reflect pending deposits of \$322 & 328 (to total \$650) from the earnings of the pumpkin/bagel fundraiser. The net balance would then be \$153.54. This net balance, however, does NOT reflect Aramark's invoice for the bagels which we have not yet received, though it DOES account for the pumpkins already paid for.

Also noted to the Council was the unexpected expense of \$381 for the 4 staff award plaques and \$50 gift cards for each recipient. It was noted that this expense will occur every quarter, but will occur one at a time. This gifting of awards were to bring the awards up to date at this point in time and are expected to be awarded one at a time from this point forward.

III. ANNOUNCEMENTS

A. Pot Luck Lunch in December (Nicole)

Decision was made to make next month's meeting a holiday pot luck lunch in CIE.

IV. COMMITTEE REPORTS

A. STAFF DEVELOPMENT AND SCHOLARDHIP

Nicole reported that Staff Development is interested in a Literacy Workshop for CSU staff. An Appreciation Day is to be held November 13, to include food and a raffle. It was announced that a Veteran's Appreciation Day to be held November 7 at the Library.

B. FUNDRAISING (Bethany)

Bethany reported that the recent pumpkin and bagel sale raised approximately \$330, but payment was still to be made for the pumpkins. She noted that the fundraiser did well, but the pumpkins were a lot of work and more money was made through bagel sales. The purchase of the pumpkins through Wal-Mart worked well and was highly recommended for future fundraisers. She also reported that the next fundraiser would be after the first of the year.

From this notice of partnership with Wal-Mart, Nicole recommended the start of a google doc containing 'partner connections' of people / businesses we would like to refer to again.

C. STAFF SERVICE AWARDS

Nicole stated that winners were announced in the In the Know. Nominations would be coming up in November. It was stated that SC needs an expenditures list for the awards to determine how much increase is needed in fundraising.

V. PRESIDENT'S REPORT

A. RPG

Nicole reported that state funding will pay less for growth and more for retention and graduation. Ultimately this will produce a more stringent administration. There will also more reviewing of the full-time, first time freshmen and their retention.

B. COMPLETE COLLEGE GA

Nicole also reported on a new initiative called Complete College Georgia. It is an access institution to help open college doors to students go to college. Funding through grants will be provided.

VI. OLD BUSINESS

A. Toner Recycling and Added Small Electronics (Nicole)

Nicole announced now small electronics will also be accepted along with toner cartridges for SC fundraising. Eric questioned if the company would accept larger electronics even if they do not pay.

VII. NEW BUSINESS

A. Communication Issue

Nicole brought to the attention of the council the need for improvement in communication for staff. There are limitations on e-mail notifications and Nicole mentioned an opt-in option for e-mail notices for staff. Staff members could choose to receive notices of fundraisers, activities, and other events via e-mail. It was agreed that the opt-in is good for implementing restrictions. Nicole mentioned that a distribution list could be started in CougarNet, similar to StaffCoun. Also other possibilities were mentioned, i.e. a monthly newsletter. This topic was left to be addressed again at a later time for times sake.

VIII. ANNOUNCEMENTS

- A. Crystal made an announcement about the Schryl Carden Breast Cancer Fund. Information was given about the fund to explain that they work closely with the Breast Cancer Center to select a local family in need to help pay for medical bills, utility bills, mortgage payments, etc. All members of SC wishing to donate to the fund or purchase t-shirts were directed contact Crystal for more information.
- B. Nicole added that SC members are encouraged to remind their departments to donate to the upcoming food drive at the holiday social.
- C. Debby Mayo reported about Cougars for Causes. This is a campus wide toy drive collected and donated over the holidays. More information to come via e-mail.
- D. Nicole brought to attention the variety of needs and charities that SC could donate to this year. Options include storm victims from Hurricane Sandy, the Feed Hunger America project that is funding from the toner recycling, along with the three previously mentioned charities.

Meeting adjourned at 10:40 a.m. to team-building exercise at CCSSC
Respectfully submitted by Jennifer Alberti