

**MINUTES OF CSU STAFF COUNCIL MEETING**  
**Thursday, December 6, 2012**

**ATTENDANCE**

Members Present: Amanda Adams, Amy Babcock, Lt. Walter Brown, Kat Cannella, Janet Crane, Amber Dees, Annette Evans, Vicky Haigh, Casey Hergett, Ruthie Jowers, Karen Kinard, Jay Knape, Debby Mayo, Maria Radomski, Mark Ridley, Michele Scott, Rita Snell, Lashica Thomas, Eric Van Bibber, Johniqua Williams, Bethany Yandell,

**I. CALL TO ORDER**

Nicole De Vries presided over the meeting and called the meeting to order at 11:30 AM.

**II. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Minutes of the previous meeting were approved as earlier submitted.

**III. FINANCIAL REPORT**

Book Scholarship - \$331.76

Foundation - \$922.22

It was reported that the invoice for the October bagel sales was still outstanding, but there is more than enough to cover the costs.

**IV. COMMITTEE REPORTS**

**A. STAFF DEVELOPMENT AND SCHOLARSHIP COMMITTEE (Jay)**

Jay reported that the Financial Literacy meeting had been held the previous week where the topic discussed was Student Financing for Staff. Plans will be made hold more literacy meetings in the spring. Nicole made note that attendance was not high and recommended better attempts at advertising for future meetings.

**B. STAFF APPRECIATION COMMITTEE (Dana)**

Dana reported that the previous staff appreciation day had high attendance and many people enjoyed the event. Aramark sponsored the food and was well received. The next appreciation day will be held in spring.

**C. FUNDRAISING COMMITTEE (Bethany)**

Bethany reported that the next anticipated fundraiser would be to sell shirts in the spring.

**D. STAFF SERVICE AWARD COMMITTEE (Amber)**

Amber reported that in the spring awardees may be combined from 1<sup>st</sup> and 2<sup>nd</sup> quarters.

**V. PRESIDENT'S COUNCIL REPORT**

No report.

**VI. OLD BUSINESS**

**A. SUSTAINABILITY COMMITTEE**

Nicole opened the floor for conversation to encourage recycling for students. A sub-committee was formed by Nino, John, Dana, and Nicole to futher discuss a student recycling program.

**VII. NEW BUSINESS**

**A. SPACE RESERVATION ISSUES ON CAMPUS**

Nicole brought to the attention of Staff Council the need for a more formal system for reserving spaces on campus. John then explained the tier system that would like to be used for reservations. Several issues regarding e-mail problems, over-booking situations, , and others were expressed to John for consideration in the new system. John noted that as of January Logistics would regulate an event council. Nicole motioned for regularly meetings to be held by those schedulers and overseers of these spaces. Motion was approved.

**VIII. ANNOUNCEMENTS**

Next meeting time regularly scheduled for January 3. Motion made to move the meeting to January 10. Motion was approved.

Space availability at CIE to be checked for future meeting dates in order to have a larger space.

**IX. ADJOURNMENT**

Meeting adjourned at 12:10 p.m.  
Respectfully submitted by Jenny Alberti