

**Columbus State University**  
**Staff Council**  
**Minutes November 2015**

Attendees: Potiphar Alexander, Theresa Conklin, Kaylen Deal, Talley Dentzau, Keith Grier, Crystal Jones, Annette Brown (sub), Ruthie Jowers, Jennifer Joyner, Britney Kelley, Karen Kinard, Debby Mayo, David Mitchell, Sherri Nagamatsu, Asmita Piya, Danielle Roper, Kim Rozycki, Dee Spivey, Eric VanBibber.  
Guests: Laura Beth Griffin (Res. Life), Tamara Jenkins (HR), Kim Shaw (Faculty Senate)

- I. Call to Order 10:05 a.m.
- II. Approval of minutes from October meeting: Motion made to accept minutes (D. Mitchell) and seconded (K. Deal). All approved.
- III. Financial Report
  - a. State Agency Account: **Actual-\$7,322.81, Available-\$3,899.81**
  - b. Foundation Account: **\$228.35**
- IV. President's Council Report: The Council is restructuring. Dr. Helton will be leading the meeting once/month. Dr. Sheeks spoke about WinterFest; UITS shared Cyber Securities information. Burger King Stadium is on schedule. Key Golf will have their grand opening on 11/13 at 11:00. Athletics/Cooper Creek ground breaking is 11/9 at 4:00 p.m.
- V. Old Business  
Information on goals for Staff Council (Staff Morale): Discussed the following from separate hand out: CSU T-Shirt Day, Employee Appreciation Week (Day), Wellness/Fitness Groups, Cooking Contest, Potluck Luncheon (currently looking into policies on this), CSU Movie Night (possibility of using Cunningham), Secret Pal Month.
- VI. New Business
  - a. Winterfest: Event is December 1 from 6:00-9:00 p.m. Volunteers are needed (for all booths; not just Staff Council). Discussed craft/activity for Staff Council booth. In case of rain event will be held in Woodruff Gym. Dinner is \$6.50 – all you care to eat. Motion made to allow for up to \$400 to spend on Winterfest booth. All approved. Will look at Oriental Trading for a craft/activity.
  - b. Webmaster suggestions: Minutes are not up to date on the Staff Council web page. Would like to put more activities and Staff Council events on the website. Will set up a count to see how much the web page is accessed. Will put a link to the Staff Council website in "In the Know."
  - c. December meeting date: Moved to December 10 from 11:00 to 12:30.
  - d. Christmas Potluck: An email will be sent to sign up for items to bring. \$5 limit on Dirty Santa gift for those who choose to participate.

- VII. Committee Reports:  
**Staff Appreciation:** No report  
**Staff Development & Recognition:** No report  
**Public Relations:** Reviewing notes on the new hire brochure, will meet with the committee in the upcoming month, and hopefully have a proof ready for the next SC meeting.  
**Fundraising:** Made approximately \$1500 on the t-shirt sale and approximately \$600 at the Doughboy event. There are left over snacks. Discussed ideas on selling them. A plaque for Waffle House as a thank you for the generous donation to the Doughboy event was suggested. Motion was made (D. Mayo) and seconded. All approved. **Recycling:** Have earned \$1,379.80 to-date.
- VIII. Division Reports: Sent separately to Staff Council representatives.
- IX. Announcements
- X. Adjournment: 11:04

Important December Dates:

December 11: CSU Holiday Social 3:00 to 6:00 p.m. Toys will be collected this year.

December 19-January 3-Holiday Closing

Next Meeting:

Thursday, January 7, 2016