

Texas A&M University-Commerce Staff Council

Mtg. Date 06/14/2016 Meeting call to order by President Tina Boitnott at 1:33pm

Attendees:

	Present (Yes or No)
Billie Abell	Yes
Janet Anderson	Yes
Molly Baur	Yes
Tina Boitnott	Yes
Veta Dawson	Yes
Jeremy Gamez	No (notified)
Jodi Oelrich	Yes
Kim Scarcelli	Yes
Christi Spruill	Yes
James Vanbebber	No (notified)
Bryan Vaughn	Yes

Agenda:

Welcome & Call to Order

1. Last Meeting's Minutes
 - Minutes posted to SC website
2. Financial Report - Janet
3. EOM Committee
4. Fundraising Committee
5. Staff Operating Code III – T&U
Staff Council Bylaws Sect III-Election of Officers& Sect IV-Terms of Office
6. Walk through and Review of Staff Council Website – Jodi
7. Staff Council Elections – Tina
8. Staff Appreciation and Recognition Luncheon TBD
 - Food - Veta
 - Location - Christi
 - Service Awards – Tina
9. Annual General Staff Meeting
 - Location – Performing Arts Center
 - Tuesday, June 21
 - 10am-11am
10. Staff Council Retreat – (**all requested to attend**)
 - Monday, July 25
 - Location TBD
11. Update on Staff Discounts
12. Discussion about Committees
13. Staff Council Photo Updated

Notes:

- Minutes from 05/10/2016 meeting were approved.

Texas A&M University-Commerce Staff Council

Financial Report: Janet Anderson

- Balance as of 6/14/16: \$7068.50. Break down of expenditures and revenue was handed out at meeting. All voted to accept the budget as it stands.
- Garden Flags have been reduced to \$10.00 each. Janet Anderson will update the Market place to reflect new price. Billie Abell will have all remaining Garden Flags. All present voted in favor of changing the price.

Employee of the Month:

- Chris Hensley was recognized as the employee of the month on 06/13/2016.
- New nominations are already coming in.
- Emails are being sent to Faculty/Staff list serv.

Fundraising Committee:

- Has not met for this month. Plans to meet when all committee members are back on campus.
- Christmas Show case: Janet Anderson will check with Sam Rayburn Student Center (SRSC) to see if they will charge a fee to use this location.
- Event set for Nov. 17th from 12:00-8:00pm. Location is TBD. Possible SRSC Conference room A&C.
- Vendors will pay \$50.00 a booth per table est. booth 62.
- Due to money exchanging hands University Police office will be required to stay at event approximate cost will \$320.00; \$40 per hour @ 8 hours.
- Marketing for event est. cost \$125.00

Walk/Review of Staff Council Website: Jodi Oelrich

- Add By-Laws and Constitution to webpage.
- Add Events/Fundraisers to side bar.
- Add Contact information on signal page
- Include EEO numbers of each member of Staff Council.
- Add Committee names on side bar and a drop down box with committee titles and Co-chair contact info. Tina will write up a short description of each.
- Look for staff members who would like to serve on sub committees.
- Change picture on main page.

Staff Council Elections: Tina Boitnott:

- All people that qualify for EEO 4 and EEO 7 have been sent an invite to volunteer for Staff Council.
- EEO 4 emails included the Staff Council By-Laws and Operating Code attached to email.
- New staff member will take office on Sept. 1, 2016.
- New members will be invited to attend Staff Council retreat on July 25th.

Staff Appreciation & Recognition Luncheon 9/22:

- Veta Dawson sent a quote from Rudy's BBQ out of Allen, TX.
 - 500 people @ 13.99 per person= \$6995.00
 - 3 meats, 3 sides, tea, banana pudding, cobbler. Full service with all side items such as onions, pickles and etc.

Texas A&M University-Commerce Staff Council

- Christi Spruill contacted Rec. Center, not available this date. Will be looking for another location on campus.
- Tina Boitnott had a breakdown of service awards:
 - 5 years = 22 eligible
 - 10 years = 17 eligible
 - 15 years = 11 eligible
 - 20 years = 5 eligible
 - 25 years = 2 eligible
 - 30 years = 1 eligible
 - 35 years = 1 eligible

Annual General Staff Meeting:

- Request Staff Council to wear staff shirts and be at meeting. Performing Arts Center 10 am-11am Tuesday June 21, 2016

Staff Council Retreat:

- All requested to attend.
- July 25, 2016
- Location either Sulphur Springs Airport or Rockwall Center campus.

Update on Staff Discounts:

- Human Resources are working on discounts for A& M-Commerce staff.

Staff Council photo update:

- Most are on vacation or will be on vacation prior to June 21st date.

Meeting adjourned at 3:40 pm