

August 2022 Staff Assembly
Friday, August 12, 2022
10 am Polly Ford Conference Room

I. Call to Order: Meeting was called to order at 10:05am by Debbie

Members present: Georgette Bell, Amanda Cavin, Debbie Garrick, Amanda Hackney, Chris Johnson, Tanya Pettus, Katie Price, Julie Schrader, Leah Simmonds, Michael Szeman, Halle Thompson

Members absent: Lisa Benjamin, Craig Gero, Dawn Sayer

II. Approval of Minutes: Debbie made some corrections to times and committees. Amanda C made the motion to approve, Tanya seconded and the motion passed unanimously.

III. Retreat Feedback: Leah opened the floor for discussion. Amanda C appreciated the organization and that we stayed within the timeline provided on the agenda. Katie liked that the president came to support despite his busy schedule. Debbie said that the president enjoyed stopping by and thought it went well.

IV. Committee Updates

A. Committee Updates

1. *Staff Feedback*

No report

2. *Media & Communications*

(Leah reported.) They met for about 42 minutes where Kara went through the agenda. Discussed that the newsletter was getting sparse because there was no new information or any coming in. Want to get the word out to encourage participation for the newsletter that milestones can be small things happening in the staff's life. Also talked about them announcing/communicating the staff member of the month

3. *Professional Development*

No report

4. *Community & Campus Involvement*

(Chris reported.) Bags to Benches reached the 500lbs mark. Committee meeting next Tuesday

5. *Elections & Nominations*

No report

6. *Staff Recognition*

(Katie reported) Going to surprise the staff member of the month in their office with their prizes. Trying to ramp up prizes/the swag bag for winners. Can't purchase gift cards because of taxes so looking into getting things donated. Action item was to ask business for discount items for the swag bags as well as for them to donate gift cards (we can give them away if they were donated by the business). Also will be listing and acknowledging the nominees on the PowerPoint at staff conference.

V. **New Business**

- Budget request from Staff Recognition

Debbie noted that the requested amount for the year was \$2,400. Right now looking at costs for replenishment of new staff welcome cards and new attitude of gratitude cards

- Fall Fest plans – current committee, date/location, custodial staff options

(Katie and Debbie reported) Fall Fest will be on Halloween at the President's house from 4-5:30pm. Costumes and kids/families are welcome and will be encouraged. Participation from all staff including custodial services are going to be encouraged. Looking at Sodexo doing cider and possibly pigs in a blanket or something in that roundhouse. Also a kettle corn food truck.

- First Staff Conference meeting agenda – vision for Discover the Good Stuff; speakers; SMOTM

(Debbie reported) First staff conference is August 26 at 2:30pm in Owens G02. Speakers will include Chuck, James and President. President will be encouraging gold & garnet Friday/casual Friday (also will be extending to alums and community at their workplace and have them post pics on social media). Group will talk about committees, the process changing such as no live streaming, and will have checkpoints which is where people can submit items that the collective might need to know.

VI. **Any Other/New Business:** No new business

VII. **Adjournment:** Debbie adjourned meeting at 11:15am