

## **Staff Council Minutes**

**July 28, 2016**

**KC 130B**

Submitted by Donna Bevington

*Present: LeeAnn Salmons, presiding; Lu Ann Name, Susan Wilson, Donna Bevington, Meghan Green, Sarah Byrd, Lauren Stewart, Bev Ringeisen, Jeff Gegner, Stephanie Graves, Cynthia Lipken, Danielle Runda, Terri Hellmann, and Vivian Chase*

*Snack: Ice cream with toppings*

### **CALL TO ORDER**

Staff Council meeting was called to order at 2:05 p.m. by President LeeAnn Salmons.

### **NEW EMPLOYEE**

New member to the group Lauren Stewart was welcomed. Introductions were made around the table.

### **SUGGESTIONS FOR STAFF COUNCIL FOR THIS YEAR**

- More participation
  - We have promoted Staff Council through events such as Take Back the Night and Walk a Mile in My Shoes; we need more recognition.
  - Bev Ringeisen suggested that Staff Council pay for a bus to take us on some sort of outing such as Clay Terrace. Staff Council members who have volunteered for a minimum of two events would be eligible to go. This may include meetings.
    - The buses seat 24 and 22.
    - Susan Wilson brought up that if a Staff Council member receives the benefit of our scholarship, that member should work at events in which Staff Council is a presence
      - The four currently receiving these scholarships are Susan Wilson, Terri Butler, Sarah Byrd, and Stan Hays.
  - Staff Council members should start helping with Welcome Week to get our name out there.
    - Promote scholarships with flyers, talk to students, etc.
  - Staff Council should have a representative on each Search and Screen committee. Julie Kendall is on the current committee searching for a new HSS Dean.
  - Gabby VanAlstine put out the call for staff to mentor new staff this fall; she only got two people to volunteer (Tara Grant and Donna Bevington). Lu Ann Name volunteered, as did Lee Ann Salmons and Cynthia Lipken.
- Jeff Gegner would like to see Staff Council donate some kind of decoration(s) to the space created by the courtyard conversion. There will be natural lighting around the edges.
- Jeff Gegner also suggested that Staff Council donate décor to the Havens Room.

## **IUK THROWS AND STAFF COUNCIL COOKBOOKS**

There are currently 81 throws and 187 cookbooks remaining. We would like to clear them out and begin to concentrate on other fundraisers. Bev Ringeisen moved to drop the price on the cookbooks from \$15 to \$10; LuAnn Name seconded the motion. All members present agreed. Susan Wilson moved to drop the price on the throws from \$45 to \$35; Stephanie Graves seconded the motion. All members present agreed.

- We may donate some of these items to the We Care auction.
- We could give a throw to Human Resources to use as a prize in a drawing for new employees.

## **CRAFT SHOW**

This year marks the 25<sup>th</sup> craft show.

- Each returning vendor could receive a cookbook.
- We may furnish little gift bags to each vendor to push the show.
  - We may include a raffle ticket by which they could win a throw.
- Newspaper ads will include blurb about bringing in the ad to be eligible for a drawing for a cookbook.
  - LeeAnn Salmons will put an ad in the Kokomo Tribune and has talked to Alyx Arnett about putting one in the Perspective. .
  - Bev Ringeisen will put an ad in the Correspondent
- Flyers can be sent to Staff Council members electronically so that we can share.
  - Share on the Staff Council webpage and facebook (LeeAnn Salmons has been maintaining the Staff Council facebook page).
- Whoever does the radio spot may give a cookbook to the radio host.
  - We may see if we can get a live remote, and could give away a throw and/or cookbooks at that time.
- Sarah Byrd suggested that we could ask Mike Glassburn to make a short video to share on the webpage and facebook: Kingston trying to make a craft and failing miserably.
- We will not hire sorority girls to help this year; we need to enlist more Staff Council members to help.
- New to this year's Craft Show:
  - Live music—get the word out to local musicians to apply for a spot.
  - Santa—Jeff Batis
    - Stephanie Graves will research rental for a gigantic Santa suit.
- We are considering hosting a Spring Craft Show as well after graduation.
  - No food.
  - Vendors could pitch canopies in the quad.
    - Landscapers and gardeners could participate.
    - Check with Physical Plant if power would be needed.

## **OTHER FUNDRAISERS**

LeeAnn Salmons suggested that “Give back” days at Hacienda and other area restaurants could add to the scholarship offers.

**TREASURER’S REPORT**

Susan Wilson submitted the following Treasurer’s Report.

Checking	\$3291.91
Savings	\$1,838.05 (unchanged since June meeting)
Special Savings	\$675.26 (unchanged since June meeting)
Foundation-Cathy Archer	no reports/balances available at this time
• Next installment:	\$1200 to be paid in October
Foundation-Staff Council	no reports/balances available at this time

**MINUTES**

Minutes of the June 9, 2016 meeting were approved by email vote and confirmed at the July meeting.

**NEXT MEETNG**

August 19 at 10:00 a.m. in the Havens Room (KO 134)

**ADJOURNMENT**

The meeting was adjourned at 3:00 p.m.