

## **Staff Council Meeting Minutes for September 14, 2005**

Submitted by Gail Daggett September 17, 2005

**Present:** Gail Daggett, Stefanie Lorenz, Diana Goodnight, Linda Bielewicz, Marsha Shaw, Cathy Archer, Tara Halbrook, Anna Chaplin, Cheryl Little, Oleatha Love, Kathy Coppola, Marcia Andersen, Susan Wilson, Kim Maxwell.

The meeting was called to order at 9:32 a.m.

The Secretary's Minutes from the last meeting were read with no changes.

The Treasurer's Report was given by Cheryl Little and is as follows:

University Account Balance - \$6,756.64  
Scholarship Foundation Account Balance - \$27,850.41  
Operating Foundation Account Balance - \$8,118.74

### **Craft Show:**

Tara reported that all but 3 booths have been rented for the Craft Show on 11/5/05. To date, we have taken in \$2700 in booth rent at \$50.00 per booth.

Tara and Anna Chaplin are still waiting to hear from Z95 to set up a time to advertise the Craft Show. Terri Hellman printed fliers advertising the Craft Show, which were passed out to everyone present to be displayed at various locations. Tara sent the fliers to the vendors, who liked the publicity and expressed their appreciation for receiving them. Anna is picking up the new banners from Coca Cola at the end of September and will take one to the City Department to hang in Kokomo. There will also be a banner at the Marathon station on SR 218 and Lon will call Sherrill's Restaurant and Gas Station to see if they will let us put one at that location.

Anna Chaplin will email a sign-up sheet to all Staff Council members to help set up the Craft Show Friday night and work at the Craft Show on Saturday, the 5<sup>th</sup>.

### **Katrina Disaster:**

A donation bucket will be put out at the Craft Show for anyone wanting to contribute to the Katrina Disaster.

Karla Stouse emailed Linda Bielewicz regarding an email she received from Aimee Ash on behalf of IU Kokomo's hurricane relief assistance. It stated that our former colleague, Bill Nunez, is now chancellor at LSU – Eunice and has suggested that we can provide direct assistance to local Eunice groups helping Katrina evacuees by collecting school supplies and canned goods. After some discussion, Diana Goodnight motioned that Staff Council purchase a \$1,000 gift card with our Staff Council credit card or from Meijer's, who will send us an invoice. The motion was seconded by Tara Halbrook and unanimously approved. Marsha Shaw volunteered to head this venture.

At our October meeting, we will discuss collecting Christmas toys for Katrina children.

### **Hacienda Day:**

Cathy talked to Allen at Hacienda, who said that October's dates are already filled. We are; therefore, planning our Hacienda Day for November 14<sup>th</sup>. The money from this event will be donated to the Katrina Disaster.

### **Bake Sale:**

Cathy Archer will head our bake sale, which will be held at Kroger's on the west side of Kokomo the day before Easter Sunday.

### **Bottled Water at Commencement:**

Staff Council previously discussed the possibility of selling bottled water at Commencement. Cathy Hightower will attend our October 20th meeting to discuss this idea.

### **By-Law Committee:**

Stef reported on the committee's first meeting and proposed changes to our By-Laws. Stef will contact Cathy Archer regarding the By-Law rules and policies and email any changes to Staff Council members.

### **Scholarship Recipients:**

Our scholarship recipients are Joy Calhoun, full-time student, and Joseph Uncapher, part-time, graduate student. Neither will be able to attend our next meeting but sent their thanks to Staff Council for their scholarships. Joseph would like to attend a future meeting.

Our Staff Council scholarship recipients are Kim Maxwell, Stef Lorenz, and Marsha Shaw. Congratulations to each of you!!!!

### **Web Committee:**

The Web Committee has not yet met. Kathy Coppola will go ahead and post Hacienda Day, the names of our Scholarship recipients, etc. on the web site.

### **Scrapbook Committee:**

Kathy Coppola, Diana Goodnight and Tara Halbrook volunteered to be the Staff Council Scrapbook Committee.

### **Display Case Committee:**

Anna Chaplin and Linda Bielewicz volunteered to be the Staff Council Display Case Committee.

### **Purchase of Tablecloth:**

Staff Council is paying for half of a new IU Kokomo tablecloth for orientation but which is generic enough to be used for any campus event. Oleatha said that it has been ordered and is to be shipped on 9/16/05. The approximate cost is \$312.00.

## **Wheel Chairs and Lockers:**

Diana reported that Eva is checking vendors and prices for new lockers. Lon suggested putting a few lockers in the Student Lounge in the Main Building per Chancellor's approval. Eva is looking at the same type (double) lockers as are in the Kelly Center.

Diana talked to the Marion VA Hospital, who said they are not going to recycle their wheel chairs until next year. We are on their list to receive 5 when they are recycled.

Diana suggested that Moore's Drugs would sell us \$199.00 wheelchairs for \$179.00. Tara motioned to purchase two (2) this year and wait for 3 more next year from Marion VA. Cathy Archer seconded the motion and it was unanimously approved.

## **New Business:**

Anna Chaplin mentioned our new employee, Kelly Gebhart, who is working at the Help Desk in the Library. She will give her a Welcome Bag from Staff Council.

Anna also advised that Anne-Marie Damler could get 4' x 6', plexiglass signs for the university to stick in the ground for advertising events, etc. at a cost of 11 for \$150.00. Tara motioned that we purchase 11 signs. The motion was seconded by Linda Bielewicz and unanimously approved.

The meeting was adjourned at approximately 10:50 a.m.