

# Monthly Meeting Minutes

**DATE:** 9.10.19

**LOCATION:** Texar Room 116

**ATTENDING:** Mark Missildine, Angela Gideons, Jim Bynum, Emily Newsome, Jennifer Willis, Sydney Custer, Dustin Nix, Brittney Stanley, Joni Millican, Jennifer Davis, Michael Stephenson, Venus Lillis, Marcie Whisenhunt

**ABSENT:** Linda Scott, Ambrosia Roach, Teri Stover, Jennifer Carrillo, Norma McCormick

The meeting began at 10:15 am.

## **AGENDA ITEMS**

1. Michael Stephenson discussed the events occurring prior to our next meeting. The Eagle Food Pantry ribbon cutting ceremony is scheduled for September 18<sup>th</sup> at 10 am in UC 317. Custodian Appreciation Day is schedule for October 2<sup>nd</sup> at 8 am on the Tri-State Iron and Metal Atrium on the third floor of University Center. National Employee Appreciation day does not occur until the spring semester, however, we would like to partner with Human Resources and they would like more information on our plans. Michael asked the chair of the Special Events Committee, Angela Gideons, to work with her committee and create a proposal for the event. Angela agreed and a draft of the proposal will be available at the next meeting.
2. Venus Lillis discussed Race for the Cure and the upcoming events. The date for Pink Out Day changed from October 4<sup>th</sup> to October 11<sup>th</sup>. The university team has been created with Komen Texarkana and we are ready to begin the sign-up process. Venus will work with her committee to send communication out for the link to sign-up, as well as, determine times to set up a table on campus. Ideas for other events to do on Pink Out Day will be discussed at the committee meeting. In addition, a t-shirt design and approval is coming soon. Venus is working on the idea of adding our campus survivors (students, faculty, staff) to the back of the shirt. T-shirts will also be sold at the table on campus.
3. Jennifer Willis discussed the Eagle Treat Truck and put before the council the option to keep the event monthly or create a new series of events. Jennifer Davis suggested we create a fall and spring event and bring back the Ice Cream Truck event in June, July, and August.

Emily made a motion to Jennifer Davis' suggestion. Second was made by Jennifer Willis. Motion passed by majority vote of the Council.

4. Joni Millican presented the budget to review. The current operating account balance is \$3000.00 and the revenue account balance is \$1032.15. Expected purchases this year consist of:  
Custodian Appreciation Food - \$350

Eagle Heart Gram Flowers - \$350  
Cookies for Christmas Decorating - \$100  
Race for the Cure Tailgating Spot -\$500  
Pink Out Day Decoration - \$50  
National Employee Appreciation Day (Fall) - \$200  
National Employee Appreciation Day (Spring) - \$200  
Family Fun Day - \$?  
Employee of the Month - \$300  
Staff Council Shirts - \$?

Joni will research amount we spent on this most recent Family Fun Day Event. Michael will price Staff Council shirts.

Jennifer Willis made a motion to accept the budget. Jennifer Davis made a second. The motion passed with majority vote of the Council.

5. Michael presented the Bylaws for review. Jennifer Willis indicated the areas that changed. All references to the Chair and Vice-Chair were changed to President and Vice-President. The representative groups section was changed to update to a motion passed in a prior council meeting in which EEO groups 4-7 were combined. Language was added from the handout to this section. The EEO classifications were updates. The membership roster was updated. The timeline of bylaw review was changed. The term of office for a President was extended. The council officer duties was expanded. Subsections related to service and proxy were added to the Term of Office. The standing committee section was expanded to include three new committees.

Jim Bynum made a motion to accept the bylaws. Jennifer Davis made a second. The motion passed by majority vote of the Council.

6. Jennifer Willis provided a handout of the minutes from the last meeting for the Council to review. Jennifer Davis made a motion to accept the minutes. Dustin Nix made a second. The motion passed by majority vote of the Council.

## **QUESTIONS/COMMENTS**

1. Mark Missildine provide an update to the Smoke-Free Campus Initiative. Mark indicated that this is may begin the spring semester. Smoke-free campus initiative

The next meeting will be held on October 8<sup>th</sup> in the Texar Room 116 in University Center. NEXT MEETING: October 8<sup>th</sup>

The meeting ended at 10:52 am.