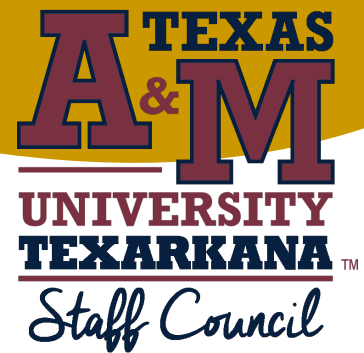


Monthly Meeting Minutes



DATE: 1.14.2020

LOCATION: TEXAR UC 116

ATTENDING: Emily Newsome, Kristi Whisenhunt, Jennifer Carrillo, Ambrosia Roach, Angela Gideons, Jennifer Willis, Michael Stephenson, Brittney Stanley, Joni Millican, Jennifer Davis, Mark Missildine, Norma McCormick, Jim Bynum, Dustin Nix, Sydney Custer, Marcie Whisenhunt, Teri Stover

ABSENT: Venus Lillis

GUESTS: Charlotte Banks

Michael Stephenson called the meeting to order at 10:04 am.

AGENDA ITEMS

1. Charlotte Banks, Director of Human Resources spoke with us regarding the image of her office. She inquired about initiatives and measures the office could do/support to positively change the image of HR. Suggestions were made regarding the need for training and recognition of part-time employees
2. Jennifer Willis presented the minutes from the December meeting for the council to review. Changes regarding the spelling of Joni's name and attendance of Brittney Stanley were cited. A motion to accept the minutes with the changes was provided by Jennifer Carrillo and a second was provide by Brittney Stanley. Motion passed.
3. Dustin Nix presented the cards for the two Workaversaries in January. We do not currently have birthday cards ready so the council decided to create a birthday video. Dustin read the names for both sets of recipients. Michael will announce the new employee awards at the January Employee Recognition Event. Dustin has created an infographic explaining the new awards system. This was also reviewed by HR and blessed with a few language changes. The Employee of the Year nominees will be provided to Michael on the morning of January 17th. Michael will announce all nominees at the event prior to announcing the winner.
4. Angela Gideons had no report for the Special Events Committee. Michael suggested a change to next year's Christmas decorating contest. The contest will become a Tour of Offices. Touring participants will bring a canned good for the Food Pantry and receive a ticket to participate in the tour. A prize will be discussed later. A suggestion was made to let the tour participants would vote on the best office. Michael to explore the decorating guidelines for the BASS building. Emily Newsome suggested that this tour occur in conjunction with the annual pot luck. Marcie Whisenhunt suggested a decoration deadline and online

voting with the winner announced at the pot luck.

5. Emily Newsome did not have a report for the Training and Education inquired about her committee members. Jennifer Willis provided a list of her members.
6. Michael Stephenson discussed the upcoming sales for Eagle Heart Grams. Seven hundred flowers have been ordered and will be available for pick up on February 12th. Michael will send out a poll to sign up for shifts (7:30 – 8:30 am and 11:00 am – 1:00 pm) at the table. Someone with cash handling training needs to be at the table to run the credit card machine and take cash payments. Jennifer Willis will check out the mobile laptop cart for use at the January event and the iPads at the tables.
7. Marcie Whisenhunt announced that Thursday is National Do Nothing day and Athletics has decided to turn that into a Do Something day. A monetary donation for the Texarkana Animal Shelter will get you into the game. Michael Stephenson announced the registration is open for the Big Event.

The next meeting is scheduled for February 11th at 10 am in the Texar Room UC 116.

The meeting adjourned at 10:51 am.