

**Staff Council Meeting Minutes – July 17, 2012**

---

**1. Call to Order**

Stephanie called the meeting to order at 2:02pm.

**2. Attendance**

2012-2013 Staff Council Member	Term	EEO Category	Present	Meetings Held Since May 2012	Meetings Attended Since May 2012
Banks, Carla	2014	4	Y	3	3
Black, Amber	2013	3	N	3	2
Bolwahn, Patrick	2013	1	Y	3	3
Brackett, Stephanie	2013	1	Y	3	3
Dill, Cheryle	2013	4	Y	3	3
Glenn, Bryan	2013	1	Y	3	2
Harvell, Julie	2013	5	N	3	2
Hoover, BethAnn	2014	3	Y	3	3
Hunter, Larry	2014	6	N	3	1
McNutt, Tracy	2014	4	Y	3	2
Neal, Herschel	2013	3	Y	3	2
Rausch, Mary	2014	3	Y	3	3
Reed, Jamey	2014	7	Y	3	2
Roach, Trey	2014	3	N	3	2
Schawo, Carol	2013	7	N	3	1
Six, Dwaina	2013	5	N	3	2
Stevenson, Lana	2014	1	Y	3	3
Thompson, Cynthia	2014	7	Y	3	3
Washington, Linda	2014	4	Y	3	3
White, Andrew	2014	3	N	3	2
Workman, Zach	2014	1	Y	3	3

**3. Review of Minutes**

Stephanie noted that since we had not approved May minutes, that we would review both May and June and vote to approve both. Mary stated that June minutes had not been posted to the web page yet. Stephanie passed around a hard copy of June minutes. Mary stated that there was one change to the May minutes where Carol Schawo was present but marked absent. Change was noted. Patrick made a motion to approve May minutes with stated change, Linda seconded, motion passed. Approval of June minutes was delayed until all present could review hard copy. At the end of the meeting, BethAnn motioned to approve June minutes, Tracy seconded. Motion passed.

#### 4. Treasurer Report

Patrick gave an update on accounts. Outstanding items for June Blood Drive, due to missing ID numbers. Stephanie will check on those numbers and report to Patrick. Gary Barnes deposited \$1K into the Service Award Account, leaving a balance of **-\$1,829.90**. Bryan stated that we need to meet with Gary Barnes because he had previously talked about contributing \$5K to the account. Stephanie will schedule a meeting with Gary Barnes to discuss this issue. Operational account balance is \$2,591.76.

#### 5. Old Business

##### a. Professional Development

Discussed available options for PD. Business Services Academy will be held 7/25 at 1pm. Medical Services is offering CPR Training on 8/3 at noon (must call Medical Services to sign up). BethAnn is holding a Supervisor Training (for supervisors of student workers) on 7/24 from 8:30-10:00am. Bryan stated that the Enterprise Center brings in a guest speaker every 2<sup>nd</sup> Wednesday (across from Tascosa Country Club) at noon (call Enterprise Center to RSVP).

##### b. Staff Council By-Laws

Discussed frequency of running numbers for "zoning" purposes. As of now, numbers are run every five years to determine how many representatives each EEO Category will have on Staff Council. After some discussion, it was recommended that we move to running numbers every two years, beginning in May 2013. With regard to having one too many representatives in EEO 3, Herschel volunteered to either become a non-voting member or to step down voluntarily. Stephanie said that she would speak to Herschel to determine best course and report back at August meeting.

##### c. Election of Secretary

Since Dwaina will be leaving August 3<sup>rd</sup>, Stephanie asked Bryan if we can find out who was the next in line for EEO 5 Staff Council member. He said he will find out who it is. As for the vacant Staff Council Secretary position, Tracy nominated Mary for Secretary. There were no other nominations. There was a unanimous vote and Mary is the new Staff Council Secretary.

##### d. Wellness Program

Two members sent in three ideas to Stephanie regarding the Wellness Program. BethAnn's ideas was a 12 week challenge with hours logged and prizes including AC memberships, t-shirts, etc. for meeting your goal. Amber submitted two ideas: one where the University would pay for a portion of the fee to join Weight Watchers; and another idea to do a walking group at noon at the Buffalo Sports Park. Stephanie thought the walking group would be a better place to start, because it didn't require anyone to spend any money. She opened the floor for discussion. BethAnn agreed that the walking club would be a good place to start. Zach agreed. Mary stated that the state extension agency has a

program called "Walk Across Texas" that provides a log of hours/miles walked and has a map of how far you would've walked across Texas. Stephanie suggested that we have some of this information on hand when we start the walking club. Stephanie will meet with Amber to determine a start date for the club and Mary said she'd look into bringing the extension information.

Bryan suggested a Buffalo Wellness Program, where we have faculty/staff sign up for weekly emails with healthy recipes, information on Farmer's Markets, exercise tips, etc. Stephanie will check into Buffalo Wellness and report back with this info and a start date for the walking club.

e. **Summer Chillin'**

Since there is no more ice cream in the C-Store, we have to come up with a new idea for Summer Chillin'. Patrick is checking into having Blue Bell ice cream in the Pedestrian Mall one day before school starts. He will report back once he gets confirmation.

f. **Texans Caring for Texans**

Stephanie reminded everyone to attend this reception if possible, which will be held in the Grand Lobby of the FAC on August 14<sup>th</sup>, starting at 11am.

**6. New Business**

Stephanie stated that we will be taking Staff Council pictures with Rik Andersen at 3pm, after the meeting. Meet in OM 230. She stated that if you already had a picture, you did not have to take another one.

**7. Other Business**

Mary asked everyone to review the Staff Council web page for accuracy and report back to her any changes that need to be made. She will also work with Rik Andersen on getting our pictures published to the web site asap. She also stated that she added a calendar to the page, which Stephanie said would be helpful.

**8. Employee of the Month/Year**

- a. EOY Reception will be 8/6 in the ABF at 3pm.
- b. Bryan, Tracy, Lana and Patrick volunteered to help decorate at 10am for this reception.

**9. Adjournment**

Meeting was adjourned at 2:34pm.

Respectfully submitted by Stephanie Brackett