

Staff Council Meeting Minutes – July 13, 2017

1. **Call to Order:** Amie called the meeting to order at 2:04pm
2. **Meetings Since June 2017:** 2
3. **Attendance:** One guest

2017-2018 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2017
Adams, Amie	2018	SSC	Y	2
Allen, Thomas	2018	SSC	Y	2
Andersen, Rik	2019	EEO 3	Y	2
Bowen, Bill	2018	EEO 1	Y	2
Brown, Randy	2019	EEO 1	N	1
Fox, Karen	2018	EEO 4	Y	2
Haasl, Lora	2018	EEO 3	N	1
Hampton, Nancy	2018	EEO 1	Y	1
Ince, Ryan	2019	SSC	N	1
Kopke, Kim	2018	EEO 4	Y	2
Lawson, Amanda	2019	EEO 5-7	N	0
Lively, Darcy	2018	EEO 3	Y	1
Peacock, Nicolas	2018	EEO 5-7	N	0
Reid, Leo	2018	EEO 3	N	0
Sanders, Nikky	2018	SSC	Y	2
Seymour, Max	2019	EEO 1	N	1
Shea, Tracy	2019	EEO 1	Y	2
Simmons, Shawna	2019	EEO 1	Y	2
Vinyard, Michelle	2018	EEO 3	Y	2
Whitten, Megan	2018	EEO 4	N	1
Wilson, Kina	2019	EEO 4	N	1
Womble, Lynsee	2018	Ex Officio	Y	2

4. **Review of Minutes from June meeting:** Thomas moved and Karen seconded to accept the minutes from June meeting. Minutes pass as amended (one minor change to correct the spelling of a name).
5. **Treasurer’s Report:**
 - a. No Treasurer’s report was given for May at last meeting. May report not voted upon as there is a need to clarify a \$200 purchase from United and a \$491.05 purchase listed from Walmart.
 - b. Michelle moved to approve June Treasurer’s report which was seconded by a guest.
6. **Old Business:** Amie presented an amendment to Staff Council By laws to clarify who is able to hold an office. President of Staff Council must be a current WTAMU employee. Amendment passed by unanimous vote.
7. **Committees:**
 - a. **Employee of the Month:**
 - a. Michelle explained the changes to the Employee of the Month nomination and voting processes
 - b. Employee of the Year Reception to be held August 17th from 3-5pm

- i. Cookie Bakeoff open to all WT Staff members
 - 1. Prizes
 - a. 17/18 parking pass
 - b. \$50 Buff Cash
 - c. Baking Basket
 - b. **Scholarship and Tuition Assistance:** No Report
 - c. **Staff Appreciation:**
 - a. Karen would like to confirm committee members and possibly change some of the appreciation activities
 - d. **Election Committee:**
 - a. Lynsee indicated that this committee will be more active in April 2018
 - e. **Homecoming:**
 - a. Bill indicated that he would like to confirm who is on committee
 - b. Campus theme for this year is WT Traditions
 - c. Considering a review of some activities sponsored by Staff Council, possibly leveling the playing field in the office door contest
 - f. **Staff Development:** No Report
- 8. **New Business:**
 - a. Holding Staff Council meetings more often at certain times throughout the year is beneficial when there are extra activities that Staff Council needs to take action on. Lynsee moved that additional Staff Council meetings can be held on the 4th Thursday of the month as needed. This motion was seconded by Darcy and unanimously passed.
- 9. **Adjournment:** adjourned the meeting at 2:25p.m.

Next Staff Council meeting is Thursday, **August 10th at 2:00pm**, in the Buff Branding Room (Rm. 12) of the JBK.

Respectfully submitted by, Secretary Kim Kopke