

Tulsa Staff Senate Minutes  
April 3<sup>rd</sup>, 2014  
Time: 10AM – 11AM, Meeting Location: 2C33

Meeting Attendees: Kody Burns, Alisa Dougless, Beth Sullins, Jenna Tow, Ruth Neal, Barbara Holt, Ashlee Taylor, Melissa Morrow, Krista Pettersen, Rick Koontz, Charlotte Berryhill, Vicki Ford, Kerri Jackson

Approval Of Minutes: Minutes were approved with two corrections to the spelling of names.

- I. Treasurer's Report – Khan Luong will be assisting as Treasurer until next elections. Not present to report.
  - Staff Senate Treasury Report for month ending Mar 2014 was viewed.
  - **Expenses incurred** – Glacier Confection – Chocolate for resale(V-day) \$196.87
  - **Monies Earned-**

OU Tulsa T-shirt Sales	\$1667.93
<b>Total for all accounts:</b>	<b>\$8847.57</b>
- II. Secretary's Report – Kody Burns
  - No New Report.
- III. Committee Reports
  - A. **Merit Award Committee – Krista Pettersen**
    1. Merit Award Committee will be meeting the week of April 7<sup>th</sup> to decide on recipients of the awards.
    2. Alisa will be meeting with Krista to assist with frames, certificates, etc.
    3. Krista is purchasing frames for the certificates but no other purchases are necessary as we have awards left over from the previous year.
  - B. **TAC Committee – Alisa Dougless**
    1. School pictures were requested for Staff Week Flyers.
    2. It was requested that President Clancy's office send an email to Tulsa-All to encourage supervisors to allow their employees to attend staff week events.
    3. Chant cards will be sold for Administrative Professional's Day. Bosses can pick them up from Alisa's office and write their employees a thank you note on them.
  - C. **Staff Week Committee – Kody Burns, Alisa Dougless**
    1. Staff Week is planned and ready to go. A meeting will be requested the week before staff week to gather volunteers and get everyone on the same page.
  - D. **Membership Policy Review Committee – Alisa Dougless**
    1. It was voted on and approved to change the dates for elections in the by-laws.
    2. Theresa Buford may no longer be with OU, we need to check so that we can appropriately update the representative numbers.
  - E. **Communications/ Marketing Committee – Kody Burns – No new report.**
- IV. Old Business –
  - A. OU Tulsa T-Shirts have been ordered and will be in soon.
- V. New Business –
  - A. El Chico fundraiser will be held on April 7<sup>th</sup>.
  - B. Coffee mugs will be purchased to sell throughout the year and at the book sale.
- VI. Announcements-
  - A. No Pei Wei fundraiser will be held at this time. We will look into it further at another time.
  - B. Website links will be added to purchase items from the Staff Senate webpage.
- VII. Adjournment – Meeting was adjourned at 10:45AM.

Next Meeting will be May 1<sup>st</sup>, 2014