



August 10, 2017

Meeting Minutes

Meeting Type: Monthly Meeting

Attendees:

Staff Senate: Mary Troutman, Teresa Welles, Monica Burke, LaJeanna Weaver, Angie Childers, Lisa Eshenour, Blanca Gonzalez, Jenna Tow, Sarah Caldwell, Heather McIntosh, Shelly Fowler, Mitch Braden, Laura Kent, Gina Mullins, Caitlin Cundiff, Vicki Ford, Carrie Harrison, Ashlee Rempel, Melanie Cole, Kristen Rodriguez

Guests: Brittany Brannon, Yvonne Osgood

Call to Order: Completed by Laura Kent at 8:38am

Quorum Confirmation

- I. No minutes for June orientation; minutes for May and July meetings approved
- II. Treasurer's Report
  - a. Sarah Caldwell gave report
    - i. July ended at \$6662.32
    - ii. budget for fiscal year 2018 presented
    - iii. increased budget amount for Staff Week Reception and Holiday Party
- III. Committee Reports
  - a. Merit
    - i. New Chair, Mary Troutman – no report
  - b. Membership & Policy Review
    - i. Monica Burke gave report
    - ii. still have vacancies for representatives and alternates
    - iii. suggestion made to send campus wide email to recruit members
  - c. Communications
    - i. New Chair, Caitlyn Cundiff – no report
    - ii. Sarah Caldwell agreed to join committee
  - d. Staff Week & Activities
    - i. Lisa Eshenhour and Sarah Caldwell gave report for Brittany Cole
    - ii. committee needs a co-chair

- iii. Chili cook-off will be on Halloween Day from 11:30 to 1:00 cost is \$5.00 at the door, no pre-sale will again have the photo booth and costume contest. Committee has confirmed 2 Judges for the chili contest, still needs 2 more
    - iv. Mitch announced door decorating contest for October
  - e. Marketing and Fundraising
    - i. Lisa Eshenour gave report
    - ii. committee is working on donations from businesses to give as prizes
    - iii. committee is looking into ornaments again this year to sell in December and a balloon sale for February
    - iv. committee wants to upgrade our table at the MyOU Live event with the purchase of brochures, etc and a banner that can be used at all events
  - f. Sustainability
    - i. email coming soon to announce office supply recycling closet
- IV. New Business
  - a. Update given on the new travel cards and ability to purchase catering expenses
  - b. Guest Speaker – Lee Lawson from Student Affairs
    - i. Schusterque event is open to all Students, Faculty, Staff and families
    - ii. estimated 500/600 people in attendance
    - iii. catered by Billy Sims BBQ - OU was given a substantial discount
    - iv. Lee thanked the Staff Senate for contributing financially and with volunteers
    - v. asked for our continued support of this event
    - vi. Student Affairs is trying to get financial assistance from Faculty as well
  - c. Laura reminded the senate that we budget \$1000 for this event annually
- V. Round Robin discussion
  - a. Open Discussion
    - i. promotional items such as “I’m in Staff Senate” signs or magnets for member offices
    - ii. t-shirts for Staff Senate – Kristen Rodrigues will look into pricing, Shelly Fowler will help with design
    - iii. Sustainability and Marketing/Fundraising committees will be considered ad hoc committees as a trial period before being added to By-Laws
    - iv. pictures from staff reception – Sarah Caldwell will contact Becca
    - v. tornado cleanup/assistance – no response yet from Red Cross or City of Tulsa
    - vi. Gina Mullins announced that Internal Medicine won the Colonoscopy Screening contest and there will be a large inflatable colon on campus August 24<sup>th</sup>

VI. Meeting Adjourned at 9:24 am

Next Meeting: Thursday, September 14, 2017 Guest Speaker: Lindsay Mitchell, Healthy Sooners

Respectfully Submitted,  
Teresa Welles, Secretary