

April 12, 2022

Meeting Minutes

**Meeting Type:** Monthly Staff Senate Meeting

**Call to Order:** 8:32 am

**Attendees:**

- Officers: Angela Miller, Samantha Mayer, Denise Davis, Khanh Luong
- Representatives: Susie Elliott, Vicki Ford, Jenny Shaw
- Ex Officio: Anna Gross
- Additional Attendees: Lorri Craig, Tabitha Kreilaus, Jennifer Lee, Lindsay Mitchell, Ruth Neal, Gaby Rodriguez, Phil Salon, Bethie Seay, Kimberly Wise

*Meeting was recorded so that representatives who were unable to attend the live meeting could view the meeting and vote on the items discussed.*

I. **\*Approval of Minutes:** Motion to approve by Samantha Mayer and second by Jenny Shaw.

II. **\*Treasurer's Report:** Total ending fund balance for all accounts: \$12,905.15 - Motion to approve by Samantha Mayer and second by Jenny Shaw.

**III. Committee Reports**

- a. Merit – Report given by Angela Miller. Overview of the all the different types of awards that will be given next Thursday during the Awards Reception.
- b. Membership & Policy review – Report given by Samantha Mayer. Taking nominations and volunteers for 2022-2023 for Staff Senate to fill committees and officer positions. Please complete the survey. Nominations will remain open through next week. An electronic ballot will be sent out the week of April 25<sup>th</sup> to approve membership for next fiscal year.
- c. Communications – Report given by Samantha Mayer. Next week, the focus will be staff week. Flyers will be sent everyday to promote the activity for that day. Anything else will be included in the newsletter that goes out on Thursdays.
- d. Staff Week and Activities – Report given by Samantha Mayer.
  - a. T-shirts – preorders can be picked up at the cookout on Monday.
  - b. Staff Week is April 18-22.
    - Monday Cookout-- Samantha Mayer 11am-1pm
    - Tuesday – Puzzles and Popcorn - Vicki Ford and Library staff
    - Wednesday – Comfort Canines & Koa Kibble – Livewell and President's Office
    - Thursday – Awards Reception – Executive Committee and Merit Award Committee
    - Friday – Food Truck and Outdoor Activity – Carah Horn/Olivia Wiesner/Kimberly Wise

**IV. Non-Committee Reports**

- a. Police Advisory – No report
- b. Diversity Initiatives – No report
- c. LiveWell OU – Report given by Lindsey Mitchell. Emails will be sent out to those who earned a 1<sup>st</sup> Quarter incentives and to those who have not picked up earned incentives from 2021. Biometric screenings will be done this Thursday in Tulsa.

d. Employment Benefits – Any questions for Benefits Committee, email Staff Senate and they will forward your email to someone who can help.

V. New Business – None

VI. Round Robin – Samantha Mayer mentioned that if you volunteer for staff week, you receive 100 points per event up to 4 events. If you have any questions about Cigna prior authorization issues or coverage issues, please reach out to our Cigna Representative, Sarah Vaughn. Ruth Neal and Lindsey with LiveWell OU will be having an event at the library at the end of the month “Desk Ergonomics and how to create a healthy work environment”.

VII. Adjournment - Motion to adjourn by Samantha Mayer, 9:00 am.

*\*Voting for items motioned occurred online after the meeting. A quorum participated in the vote and the results are included with the minutes.*

Respectfully Submitted - Denise Davis