I. **Call to order**
Chairperson Lisa Cassidy called to order the regular meeting of the East Georgia State College Staff Council at 10:00 am July 7, 2017 in The President’s Conference Room.

II. **Roll Call**
Roster was signed upon arrival of council members. The following (15) persons were present:

- A. Academic Affairs – Lisa Cassidy, Sarah Fraticelli, Kimberly Page, & Amanda Williams
- B. Institutional Advancement – Marsha Moore & M. Katelyn Moore
- C. Information Technology – Treva Johnson
- D. President’s Office – Amanda Douglass & Angie Williams
- E. Statesboro Campus – Michael Moran, Karen Murphree, & Mike Luzzi
- F. Student Affairs – Beitha Butler-Griffin & Jazmin Dekle
- G. Business Affairs – Donna Freeman

III. **Approval of minutes from last meeting**
Lisa Cassidy read the minutes from the last meeting. A motion was made by Donna Freeman to accept the minutes of the March meeting. Angie Williams seconded the motion; none were opposed, and the minutes were approved.

IV. **Employee Updates**
A. New Hires
   - Student Affairs - Johnathan Bush, Denise Coleman, Jazmin Dekle, Lakeyra Scott (Enrollment Management)
   - Academic Affairs – Xaishia Sutton (ACE), Kimberly Page (Social Sciences)
   - President’s Office - Steven Way – Police Officer
B. Departed/Retired
   - Student Affairs – Tabithia Ross (8/12), Allison Woodard, Isaac Kirkland
   - Information Technology – Carol Scott
   - President’s Office – Olivia Adams (HR)
• Academic Affairs – Connie Presas (Social Science)
• Ryan Morris
• Phyllis Shore
• William Miller

V. **Treasurer’s Report (Nothing changed)**
   A. Staff Council Agency Account - $35.90
   B. Professional Development - $375.60 (Submit request to Business Affairs for needed funds)
   C. Foundation - $105
   D. Mailing – Retiree Invitations - $30.00 (Last year cost - $23.71)

VI. **Old Business**
   A. Staff Council is still waiting on final approval of suggestions for changes and events for employees. Dr. Boehmer is in need of a thorough proposal for overnight trip. Angie Williams has volunteered to find out more information for proposal.

VII. **New Business**
   A. Secret Pals
      • Secret pals will be revealed at the end of October 2017
   B. Holiday Luncheons
      • Dates have changed, as well as the location in Statesboro. Dates and location will be discussed in next meeting.
   
   C. Institutional News/Events
      • Quarterly Staff Council meetings: 9/15, 12/15 – 2:00 pm in PCR
      • Orientations:
         a) Statesboro – 7/14, 7/27, 7/28, 8/4, 8/9, 8/11
         b) Augusta – 7/19, 8/3
         c) Swainsboro – 7/20, 8/8
      • Fall semester begins August 14th for Swainsboro/Statesboro and August 17th for Augusta
      • Renovations for Bookstore are occurring. Expansion will consume the atrium.
      • *A list of key calendar dates for March through June was distributed to members at the March meeting*
   D. Voting of Officers for Staff Council
• Chair – Lisa Cassidy  
  a) 1st motion – Karen; 2nd motion - Angie Williams  
• Vice Chair – Michael Moran  
  a) 1st motion – Karen Murphree; 2nd motion – Amanda Williams  
• Secretary – Beitha Butler-Griffin  
  a) 1st motion – Michael Moran; 2nd motion – Mike Luzzi  
• Treasurer – Sara Fraticelli  
  a) 1st motion – Angie Williams; 2nd motion – Beitha Butler-Griffin  

E. Committee Selections  
• Sunshine Fund Committee  
  a) Chair – Kimberly Page  
   a. Mike Moran  
   b. Karen Murphree  
• Special Events Committee  
  a) Chair – Sarah Fraticelli  
   a. Angie Williams  
   b. Mike Moran  
   c. Charlene Blankenship  
• Committee on Elections  
  a) Chair – Katelyn Moore  
   a. Bea Griffin  
   b. Marsha Moore  
   c. Mike Moran  
   d. Denise Coleman  
• Spirit Committee  
  a) Chair - Lisa Cassidy  
  b) Stephanie Bourbeau  
  c) Jazmin Dekle  

F. Topics of Discussion  
• Lisa Cassidy proposed that monthly emails be scheduled between quarterly meetings  
• Other ideas that were agreed upon to be implemented:  
  a) Donations from staff for employee shirts
b) Donations to support Staff Council activities for staff

c) FYI: There is no minimum amount that can be donated

VIII. Adjournment

Chairperson Lisa Cassidy adjourned the meeting at 10:55.

Minutes submitted by: Beitha Butler-Griffin – 07/14/2017

Minutes approved by: Lisa Cassidy – 7/17/2017