

***East Georgia State College
Staff Council
Meeting Minutes***

July 7, 2017

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