

Knox College Staff Council Meeting Minutes Thursday, February 19, 2019

Present: Becky Canfield, Jennifer Gallas, Stephanie McMillan, Becky Hale, Todd Smith, Emily Frakes, Lindsey Rogers, Karen Benedict.

Absent: diana Mackin, Susan Williams

Visitors: Kristy Ladendorf, Crystal Bohm, Jenni Ewing

Chair Becky Canfield called the meeting to order at 1:05 pm. Minutes of the January 17 meeting were read. Motion to approve the minutes made by Stephanie. Seconded by Todd. Motion carried. Stephanie gave the treasurer's report, our balance is \$526.42. The \$40 in popcorn at the fac/staff appreciation basketball games has not been charged to our account yet. Motion to approve the treasurer's report was made by Karen. Seconded by Jennifer. Motion carried.

Committee Reports:

Staff Development- Committee Chair Todd Smith reported the February event will be on garden preparation by William and Tina Hope. The March event will be on container growing by Deb Steinberg. We will need to provide funds for seeds and potting soil. It was suggested we provide up to \$40 for the supplies for Deb's presentation. Motion made by Lindsey. Seconded by Karen. Motion carried. The April event will be on spring cleaning/decluttering. Jean Bird has joined the committee.

Communications & PR- Committee Chair Stephanie McMillan reported that she has a google doc for event promotion and has been creating the posters. Barbara Schulze will continue to do the Staff Spotlights. Karen is printing posters for grounds/maintenance departments.

Nominations & Election- No report.

Administrative Issues- Committee Co-Chairs Emily Frakes and Lindsey Rogers provided a report from their committee meeting that was held on January 29. The committee has been unable to find an ACM school with a staff mentoring program in place. Teresa is concerned about the liability of a staff mentoring program. But there has to be a way for new employees to gain information. The checklist has been shared with Human Resources. It would be helpful to have the information available online and in paper form. Other items discussed: free popcorn ticket distribution at Fac/Staff appreciation night basketball game, Softball/Baseball tailgate, possible \$5 Friday lunch in Dining Services or shared prices for fac/staff to eat in cafeteria (example: Centre College)

Old Business

Open Forum - Will be a round table format on Thursday, April 4. The next two meetings will be closed to prepare for the open forum, March 7 and 14.

The next After Hours event is at 156 East, followed by Iron Spike in April.

New Business

Staff Council has been approached to partner with Counseling Services on promoting an event on mental illness. It was agreed that we would help promote it to our constituents and encourage them to attend.

Emily Frakes stated that it was brought to her attention that the Custodial staff is no longer being provided shirts/uniforms. Discussion was held regarding the need for all staff members to be identified somehow. Lanyards are a possibility.

Visitor Comments

Crystal shared that there is Discrimination/Harassment training being held this Friday.

Motioned to adjourn by Karen Benedict; seconded by Todd Smith. Motion carried. Meeting was adjourned at 2:05.