

Knox College Staff Council

Meeting Minutes Thursday, August 8, 2019

Present: Becky Canfield, Jennifer Gallas, Stephanie McMillan, Becky Hale, Todd Smith, Karen Benedict.

Absent: diana Mackin, Susan Williams, Emily Frakes, Lindsey Rogers

Visitors: Kristy Ladendorf, Adriana Colindres, William Williams, Natalie Schwab, Rebecca Yowler, Donna Reische

Chair Becky Canfield called the meeting to order at 1:00 pm. Minutes of the May 23 meeting were reviewed. Motion to approve the minutes made by Karen. Seconded by Todd. Motion carried. Stephanie gave the treasurer's report. We ended the year with \$91 left. The \$40 for the banner was not taken out. Our starting balance for this year was reduced to \$910. Stephanie and Becky C. will check to see why it was reduced. Motion to approve the treasurer's report was made by Todd. Seconded by Jennifer. Motion carried.

Becky then introduced the new representatives who will begin their terms in September. William Williams, Natalie Schwab, Adriana Colindres, Rebecca Yowler.

Committee Reports:

Communications & PR- Committee Co-Chairs Stephanie McMillan and Karen Benedict. Stephanie is keeping the google doc up to date and making flyers. The next staff spotlight on DeVone Eurales will go out in September. There will be one spotlight per term. We will have new representative photos taken before the next meeting and will also need bios for the website. The Silverfront after hours event was well attended. The next one is at Charred 51 on August 13.

Nominations & Election- Jennifer Gallas is resigning her representative position on September 1. Becky C. will contact the next person from the last election to see if they are interested in serving.

Administrative Issues- No report

Staff Development- Committee Chair Todd Smith reported that the picnic had poor attendance compared to last year, only about 20 people. There were conflicting events that day, and a suggestion to move it to May was discussed and will be considered. The ice cream social was very well attended and a huge success. There will be a Meet & Greet for new employees in September, and the first coffee talk will be in October. The committee will meet sometime soon to plan.

Old Business

Anna Clark will come to the next meeting to discuss survey results. The vacation rollover timing has been adjusted to August 31. Thank you to HR for getting that changed.

New Business

Setting day and time for meetings in the fall. The September meeting will be held on September 11 at 2:00 pm. The reorganized council will discuss days and times that will work best for all at the September meeting. We will be having elections at the next meeting. Stephanie will share the by-laws and survey with the new representatives so they will be informed at the next meeting.

Motioned to adjourn by Stephanie; seconded by Karen. Motion carried. Meeting was adjourned at 1:56.