

Staff Council General Meeting Minutes
Sam Houston State University
June 10, 2020

I. Call To Order

Natalie Payne called the meeting to order at 1:34pm.

II. Reading/Approval of Minutes – Natalie Payne

The May meeting minutes were emailed to members on June 1st. No corrections to the minutes were received. A motion to approve the minutes was made by Benjamin Cantu and seconded by Jerrell Sherman. All members were in favor and none opposed. Minutes were approved.

III. Treasurers Report – Rachel Bubela

Rachel Bubela submitted the following balances:

- PDC: \$174.35
- Friends of Staff Council: \$4,479.23
- E-board: \$830.00
- Staff Development: \$370.00
- Nomination and Elections: \$50.00
- Special Events: \$2,057.70
- News and Networking: \$150.00
- Staff Affairs: \$0.00

A motion to approve the Treasurer's Report was made by Candace Prater and seconded by Haley Rothrock. All members were in favor and none opposed. Treasurer's Report was approved.

Natalie asked about our budget and received confirmation that if we do not use our money, we will lose it; our money will not rollover into the next year. Only money in our Friends of Staff Council account will rollover. Currently, we do not know if we will be able to purchase supplies for events or even our end of year awards. However, Natalie requested that the committee chairs forward a list of supplies to her and she will submit it for approval.

Candace discussed the idea of having an outdoor event for staff as an alternative to our Welcome Back Bash. It could be a sort of field day event held outside with food. Candace and Benjamin plan to create a request for consideration.

IV. Chairs Report – Natalie Payne

Natalie noted that there has not been a lot to report about given the impact of the coronavirus on the university. She announced the Staff Excellence Awards and encouraged all members to congratulate the awardees.

V. Committee Reports

News and Networking: Joseph Agins

Dustin Thornton reported that there was currently nothing of note.

Nominations and Elections: Megan Hobbs-Barrett

Megan noted that the election ballot has been sent out electronically. Also, several printed, bilingual ballots were delivered to F&O. Megan asked for nominations for officers: Benji Cantu was nominated for Chair-Elect, Kristin Ware was nominated for Secretary and Rachel Bubela was nominated for Treasurer. She encouraged members to submit officer nominations through Tuesday, June 16th.

Special Events: Benjamin Cantu & Candace Prater

Candace reported that there was currently nothing of note.

Staff Development: Haley Rothrock

Haley reported that there was currently nothing of note.

Staff Affairs: Dana Van De Walker

Dana inquired about a survey for staff about return to work. Natalie reported that one was being discussed.

VI. Old Business: Updates, Discussion, or Action

Natalie reported that the annual Staff Council Retreat will not take place at this time. Instead, we will send a Zoom invitation for a meeting of all current and new members for the 3rd Wednesday of the month. We will also have an additional E-board meeting the week before. Because July 1st is the official return to work date for many, we did not want everyone to feel rushed into making a meeting so we extended the schedule.

VII. New Business: Updates, Discussion, or Action

Kristin noted that the descriptions for officer duties in the ByLaws were not up to date. Natalie requested each current officer review their duties. We will review updates over the summer.

Divisional Reports:

Kim Johnson asked that if anyone was interested in the new Common Reader to email her for a copy of the book.

Natali Maness reported that there is a survey being distributed by Population Health about coronavirus and return to work.

Natalie encouraged all members to vote in the SC election.

Natalie thanked everyone for their diligence in these trying times. We look forward to seeing everyone on campus again.

VIII. Upcoming Events

None.

IX. Adjournment

Meeting was adjourned.

Minutes submitted by: Kristin Ware on 07/6/2020