

Staff Council Minutes

Meeting Date: March 8, 2023

Start/End Time:

Location: MCB 124

Attendance: Debbie Bugenhagen, Dominic Dertatevasion, Cathy Edwards, Lori Hayes, Jennifer Marinari, Keith Benton, Megan Schmidt, Kate Pharr, Carla Krystyniak

Other guests in attendance: None

Called to order at 1:38 pm Motion made by Dominic Dertatevasion and seconded by Keith Benton.
Previous Minutes Approved – Motion made by Carla Krystyniak and seconded by Dominic Dertatevasion.
Today's Agenda Approved – Motion made by Carla Krystyniak and seconded by Cathy Edwards.

General Business:

- **Scholarship Update**
 - **Debbie** suggested we make sure we keep a sufficient balance that carries over for Fall Scholarship. **Debbie** suggested forming a committee that would include an outside (of Staff Council) person.
 - **Further discussion at next meeting.**
- **Annual Picnic** (Lori and Megan)
 - Tuesday, April 11, 2023
 - Time: 6-8pm
 - Setup: Staff Council arrives at 2pm to begin set up
 - Location: Veteran's Park – Megan said we can't accept funds on site.
 - Silent Auction: Lori in charge of this; Carla will shadow
 - Spreadsheet is on One Drive
 - **Debbie** to add Cane's to spreadsheet
 - **Cathy** to add Sweet Pops Kettle to spreadsheet
 - **Lori** will let us know when spreadsheet is ready. At that time, **all members** need to assign themselves to the silent auction items and start calling ASAP to secure silent auction items
 - **Cathy** will get QR code sign for people to pay. Add the following fields to FlyWire: Name, amount to be paid, email, name of item, phone number. **Cathy** to check about reports that can be pulled.
 - Triplicates will be used – both parties have proof. Winners bring their copy when it's time to pay (in person).
 - Additional planning meetings:
 - All meetings will be in person.
- Activities:
 - Reveille not available
 - Maroon coats not available
 - Aggie Wranglers – **Jennifer** hasn't heard back yet. Will follow up.

- Bounce House (2) and extra tables – we have a quote; **Karla** will confirm. 10 6' tables; Bounce House must be in a certain spot. Lori has a map that shows the location.
- Alcohol truck – **Carla** will reach out to her contact. We need sign that says 2 drinks only! **Carla** to check with Brooks on liability.
- **Dominic** to check with Humane Society to see if they can bring animals
- Photographer – Kate set up.
- Food vendor options - **Cathy** will share at next meetings
- We will bring water – **Lori** will bring 2 coolers; Other coolers?
- Popcorn machine – staff council will bring; **Dominic** will run the machine
- Invite custodians when we invite everyone else. (**Lori or Megan**)
- Clown/Balloon animals – confirmed.
- DJ - confirmed by Megan.
- Bubble machine – **Carla** bringing one.
- Door Prizes -
 - 5 days are approved
 - Chancellor office will donate a few items – **Cathy** will get
 - Baseball tickets – **Cathy** will check
 - Cane's gift cards – we have 125 cards
 - Chikfila – **Lori** will get
 - **Jennifer** will count how many bags we have
 - Plants for centerpieces – **Debbie** will try to get 10 donated larger plants
 - HEB cups – we have tons and can use for goody bags
- Staff Appreciation Gifts
 - Monday – **Jennifer** to check on portfolio/laptop case; Lori lapel pins – Anne sent us the pricing and they weren't cheap. Discuss at next meeting.
 - Tuesday – picnic
 - Wednesday/Thursday – dept activity
 - Friday – ice cream social/popcorn machine – will discuss at next week's meeting
- Profit Shares - (Cathy)
 - March 15th – Raging Bull Tacos
 - Make sure to send to all CS locations
- Bombers – June 23rd – same location as last year (3rd base) **Cathy** ask for more umbrellas
 - **Cathy** will make sure to talk to them about food, condiments, drinks being replenished better this year.
 - **Cathy** to set up RSVP through their portal
 - Includes wrist bands for the play area
- Budget report – \$47,000 balance (Dayla)
- Egg Your Office Fundraiser - (Carla) – too much going on right now to do this
- Apparel Sale – **Carla** will start to prep for a Fall Sale
 - Do in the Fall
 - Add blanket or house shoes
- Questions/Discussion

Meeting adjourned at 3:35 pm