



Staff Council

THE TEXAS A&M UNIVERSITY SYSTEM

Staff Council Meeting Minutes

Meeting Date: September 13, 2023
Start / End Time: 3:02 pm / 4:13 pm
Location: MCB 124

Attendance:

✓	Dominic Dertatevasion	✓	Meredith Fox	✓	Ashley Scott
✓	Cathy Edwards	✓	Pamela Luckenbill	✓	Lynette Shimek,
✓	Andrew Barnes	✓	Sean Ray	✓	Jiying Yu
✓	Keith Benton	✓	Carla Krystyniak		

Guests in Attendance: No other guests in attendance

Called to order at: 3:02 pm by Cathy Edwards.

Approval of August 9, 2023 Meeting Minutes and Today's Agenda: Lynette Shimek made a motion to accept. Sean Ray seconded that motion. Motion passed.

Announcements

Dominic Dertatevasion informed the committee that he will be leaving the TAMUS Office and, thereby, resigning as co-chair. It was decided the position would not be filled at this time.

Technology Access – *Cathy Edwards and Dominic Dertatevasion*

- **SharePoint, Staff Council inbox/email/calendar**
 - All members confirmed they had access. If anyone needs assistance, he/she should inform Cathy.
 - Committee decided it would create a subfolder under the Staff Council inbox for Scholarships. Pamela will assist in getting this set up.
- **Flyware**
 - Discussion of who currently has access and who will need access; previous members still have access.
 - Anyone that may take payments during the picnic will need access. Committee decided they would wait until we get closer to picnic to add everyone. Andrew will handle.
- **Website Access and Updates**
 - Currently, Lori is the only person that has access. Pamela volunteered to take over this responsibility.

Custodian Appreciation Day – *Cathy Edwards*

- Cathy Edwards and Lynette Shimek will take the lead for this event.
- Tentatively scheduled for Monday, October 2nd. Cathy will finalize date next week.
- One-hour event consisting of a breakfast and presentation of gifts to the 4 custodians that work at MCB. (Committee will also solicit a collection for the custodians around Christmas.)
 - Breakfast tacos from LaFamilia, pastries from Blue Baker and fruit tray from Sam's.
 - Last year gave flowers and Fall wreath as gifts. Cathy asked members to email any gifts ideas directly to her.
 - Pamela and Lynette volunteered to pick up the breakfast tacos the day of the event from Boonville and College Station location, respectively.

New Business - *Cathy Edwards and Dominic Dertatevasion*

- **Jersey Day**
 - Will begin this Friday, September 15, 2023, and continue throughout the football season. T-shirts and jeans were already allowed on Friday; therefore, will allow TAMU t-shirts or jerseys.
 - Discussion about guidance on allowed apparel. Committee decided they address more stringent guidance if the need arises.
- **Profit Share Updates** - Currently no food trucks because of SECC; however, may incorporate them with SECC fundraising.
- **Perks for local system employees** - Cathy asked the committee to look at HR – Perks Connect to see the current list of offerings and think of any new ideas.
- **Annual Meeting (in January)** - Cathy informed committee that planning for the annual meeting will start in October.
- **Picnic/Silent Auction (in April) - *Carla Krystyniak***
 - Currently items are being solicited for SECC; therefore, start in February for Picnic/Silent Auction.
 - Carla will start to work on spreadsheet and bring to next meeting so that committee can get an understanding of what they will be doing.
- **Purchasing 2 wagons** - Cathy will order 2 wagons to assist in transporting event supplies.
- **Keys to Staff Council closet (in MCB 124)** - Cathy is getting the key.

Committee Updates

- **Scholarship Committee – *Keith Benton***
 - Sending out request for applications at the end of this month.
 - Current application online needs to have contact name changed from Debbie to Keith.
 - All responses will come into the Staff Council subfolder that will be created.
- **End of Quarter Committee – *Carla Krystyniak***
 - Nominations are currently open; Carla and Meredith will walk through process.

- Committee discussed about allowing returning retirees to be included at the Annual Meeting and have their part-time work time be added to their full-time work history. This issue was tabled.

Treasury Report – Andrew Barnes

- Had \$16,000 budget brought forward and \$16,600 annual budget has been added for this FY.
- Expect to have an additional lump sum to added soon to bring the total budget up to last year's total of \$60,000.

Fall Apparal Sale – Carla Krystyniak and Sean Ray

- Working with Aggieland Outfitters; they will try to have samples before our next meeting.
- The sale will occur after SECC and will run for 2 weeks. It is a fundraiser where we are able to recoup the no royalties charge (approximately 23%).

Scotty's House – Cathy Edwards and Meredith Fox

- Scotty's House organization will reach out to Staff Council in late October/early November.
- Cathy will provide info to TAMUS Staff mid/late October to inform them of the upcoming event.

Other Discussion Items

- New EOQ plaques will be hung this week for the 2022-2024 period.
- Pamela will create a draft survey for the Staff Council to send out to the staff asking for feedback regarding events and what they like/don't like.

Adjournment

- Cathy made a motion to adjourn the meeting. Andrew seconded that motion. All in favor.

Action Items:

- Add Scholarship subfolder (Pamela)
- Remove/add names to Flywire (Andrew)
- Provide access to Pamela for Staff Council website (Cathy)
- Finalize date of Custodian Appreciation Breakfast (Cathy)
- Keys to Staff Council closet (Cathy)
- Create rough draft of survey to send to staff regarding Staff Council events (Pamela)

Next Meeting:

Wednesday, October 11, 2023
3:00-5:00 PM
Room MCB 122