



Staff Council

THE TEXAS A&M UNIVERSITY SYSTEM

Staff Council Meeting Minutes

Meeting Date: December 12, 2024
Start / End Time: 3:00 pm / 5:00 pm
Location: MCB Building, Rm 124

Attendance:

	Shelby Aaron	✓	Tonia Haikal	✓	Matt Pierce	✓	Mandy Vance
✓	Isabel Campos	✓	Michael Kellett	✓	Sean Ray		Carla Vogel
✓	Leigh Cherry	✓	Stephanie King	✓	Shyamala Rajagopalan		
	Meredith Fox		Lynette Loche	✓	Angela Rothstein		
✓	Matthew Hanel	✓	Pamela Luckenbill		Ashley Scott		

Guests in Attendance: No other guests in attendance

Called to order at: 3:05 pm by Pamela Luckenbill.

Secretary:

September and October Minutes were approved

(AI: Mandy will mark as approved in the ☐ [Minutes](#) folder and work to post to website with Michael)

Draft November and December Minutes for approval next meeting

(AI: Mandy will post in ☐ [Minutes](#) folder)

Technology Updates:

Micheal will work to get Mandy in connection with someone to add the approved minutes to the website

Micheal will work to resolve broken links and forms on the website

Scholarship Committee:

Will review drafts of proposed changes in future meeting (AI: Isabel and Lynette will draft)

Employee of the Quarter: Angela and Stephanie

Resources can be found here: ☐ [EOQ](#)

Pamela will send Angela/Stephanie the final list of nominees on 12/16

Selection Committee Meeting 12/18

Order Awards for EOQ and SOS on 12/19 to ensure they are ready by Annual

Meeting

Print Certificates for awards and give to Pamela

Apparel Sales:

Sean will work with Tonia to get the labels printed for sorting
Sorting will be done the morning of 12/18, Please come help if you are available!

Scotty's House:

Overall went great but would have been nice to have families earlier and a bit more about sizes.

Profit Shares:

Rockdale Coffee will be at RELLIS every Tuesday and MCB every Wednesday
Brick & Ember will be at RELLIS and MCB once a month
Vacana Fundraiser will be January 27th through February 12th
(AI: Leigh will type up a draft email to share detailed information and link with employees)

Gingerbread House and Ugly Sweater Contest:

Will be December 18th from 3-4pm
Setup will be from 2-3pm
Drop off entries from 2:30-3pm (currently six entries)
People will serve as judges with secret seater judge
(AI: Isabel will ensure there are enough slips to vote with and jars to drop them in)
Rules include must be edible, fit on 14x14 base, and include spreadable processed cheddar cheese (AI: Sean will draft rules and guidelines)
Categories - Overall Winner and Grinch Award (Thank you Stephanie for picking up the awards!)
(AI: Tonia will create certificates for winners)
Water, Hot Chocolate, and Cookies will be served
(AI: Leigh will do hot chocolate and cookie trays from HEB; Sean will set up water and percolators)

Tree Deconstruction:

If you can help on 12/20 to tear down the tree, please do!

Custodian Holiday Collection:

Reminder went out today to MCB staff and I have cards in my office for you all to sign.


AI: Stephanie will divide up the cash on 12/18 and we can present at the Gingerbread House contest!

Annual Meeting:


January 21st – Please arrive to your morning station by 7:15/7:30

AI for All: Ensure updates are made to your group and reach out again as needed

 [EOY SERVICE AWARDS 2024.xlsx](#)

AI for Micheal: Photo Slideshow with past years photos, additional photos can be submitted  [Photo Submissions](#)

AI for Tonia: Award Slideshow

AI for Mandy: Create Award Labels from spreadsheet for awards  [EOY SERVICE AWARDS 2024.xlsx](#)

AI for Shyamala and Isabel: Pick up awards when ready (Pam will reach out when ready)

Annual Picnic:

Tentative Date: April 8

Don't worry about sending out emails yet....

AI for all: claim a color on the  [Silent Auction 2025.xlsx](#) and act if you have one that needs the large window!!!

If there is a particular vendor, you want to handle feel free to add your name

If there is a vendor not listed that you could reach out to please add them and add your name!

AI for Stephanie: Will reach out to Reveille to see if she can come

Adjournment

- Mandy Vance made a motion to adjourn the meeting. Sean Ray seconded the motion. The meeting ended at 4:13 pm.

Next Meeting:

Thursday, January 16, 2024

3:00 – 5:00 PM

MCB, Room 124