



Staff Council

THE TEXAS A&M UNIVERSITY SYSTEM

Staff Council Meeting Minutes

Meeting Date: November 20, 2025

Start / End Time: 3:00 pm / 5:00 pm

Location: MCB Building, Rm 124

Attendance:

✓	Lewis Benford	✓	Matthew Hanel	✓	Stephanie King		
✓	Miriam Brown	✓	Beto Heredia	✓	Matt Pierce		
✓	Isabel Campos	✓	Fred Hirt	✓	Shyamala Rajagopalan		
✓	Leigh Cherry		Kaylee Lewis	✓	Mandy Stark		
	Massey Fowler	✓	Dawn Kerstetter	✓	Mandy Vance		

Guests in Attendance: No other guests were in attendance.

Call to order at: 3:01 pm by Miriam Brown.

Prior Meeting Minutes and Agenda were approved by Matthew Hanel and were seconded by Beto Heredia.

Apparel Sale – Mandy Vance met with CC Creations, who provided an online store mockup. Mandy will ask if they have big and tall sizes and will try to get the sale start time for December 1-15, 2025

Holiday Tree Decorating – discussed changing the date of decorating to Monday, December 1, 2025, so it would be after the Thanksgiving holiday. Meet in the lobby between 8:30 – 9:00 to decorate.

Scotty's House (Angel Tree) – ***All unwrapped gifts and/or monetary donations must be delivered to Staff Council representatives by noon on Monday, December 8, 2025.***

Staff Council reps will load gifts at 10:00 am on Monday, December 9th and begin delivering directly to Scotty's House. All Council Staff are encouraged to email each floor and location regarding specific information. (sizing, preferences, age ranges)

MCB 1st floor	Stephanie King
MCB 2nd floor	Stephanie King
MCB 3rd floor	Isabel Campos
MCB 4th floor	Mandy Stark
MCB 5th floor	Matthew Hanel
MCB 6th floor	Miriam Brown
MCB 7th floor	Hope Mireles

BOR	Leigh Cherry
IT Shared Services	Alberto Heredia Guasch

Scholarship Committee: twelve scholarships were awarded at \$900.00 each; 2 Barry B Brass Ring scholarships were awarded at \$1,000.00 each.

Staff Appreciation Days – briefly discussed staff gift suggestions (custom sunshade for vehicles). Dawn will contact TEEX regarding the sunscreen to see if this is something that they can quote for pricing.

Scotty's House (Angel Tree) – Leigh reached out (we can get children's information around November 11, 2025).

Annual Meeting – January 8th at the Hilton – December will be a working meeting to complete service award certifications and folding programs for disbursement at the meeting.

MCB Custodial Christman Fund Collection – Deadline for collections will be December 12, 2025. Total collections from each floor will be divided evenly and given to each custodian.

Profit shares – A-Team Food Truck will be collecting all tips to donate to the scholarship fund. Kendra Scott profit share will be held on December 12, 2025, at the Century Square location from 4:00 pm – 6:00 pm. Leigh and Shyamala will be on site. There will be codes available for those who are not able to go to the store but would still like to purchase.

Gingerbread House/Ugly Sweater Contest – will be held on December 17, 2025, beginning at 3pm. Deadline for entry will be Friday, December 12, 2025. Hot chocolate and cookies will be available.

Annual Picnic/Silent Auction Items – Miriam will check on date. Advised that we could start looking through the silent auction list located on SharePoint to reach out for vendor items beginning in January.

Adjournment

- Fred Hirt made a motion to adjourn the meeting. Mandy Vance seconded the motion. The meeting ended at 5:02 pm.

Next Meeting:

December 18, 2025
3:00 – 5:00 PM
RELLIS Admin Bldg., Room 101