

Ball State University Staff Council
Meeting #1
Thursday, September 15, 2011
Student Center, Room 301-2

Members Present:

Shannon Bell, Jon Buchanan, Susan Calvin, Rhonda Clark, Amanda Collins, Cathy Cunningham, Marilyn Davis, John DeVoss, Kim Fogle, Bartley Hainz, Kathleen Harrold, Bradley Johnston, David Kaufman, Lisa Kaufman, Andrea Lievertz, Dorothy Marvell, Sarah McKillip, Kate Murray, Teresa Rector, Andrea Sadler, Lee Anne Shore, Loretta Smith, Josephine Turner, Melanie Turner, Angela Zahner

Alternates Present: Glen Shick

Guests Present: Judy Burke

Excused Absences: Brenda Ayers, Kay Collins, Sarah Kreps

I. & II. **Call to Order** – President Loretta Smith called the meeting to order at 1:15 p.m.

III. **Introduction of Guest Speaker**

Amanda Collins introduced Nancy Carlson, president of the board of the Back-to-School Teachers Store.

Nancy shared the following information regarding the Back-to-School Teachers Store:

- Idea for store came from the Indianapolis teachers' store.
- There are only eighty stores in the United States and four of them are in Indiana. Muncie is lucky to have one.
- These stores are loosely connected to the Kids in Need organization
- The Muncie Back-to-School store is located in the old BioLife Plasma building and directly across the street from the Madison Street Furniture Store (7th Street).
- Days/Hours of operation: Monday, Wednesday, and Thursday, 10a.m. – 5p.m.
- Groups, individuals, businesses and schools donate to the store. For instance, DeSoto Elementary gave their entire library to the store.
- The Purse sale, held this past June, made \$11,000 for the store. It was a huge hit and they will be doing it again next year.
- Anyone is welcome to come see the store. They offer a free lunch once a month for visitors. The lunch is at noon and individuals who would like to attend are requested to contact her at ncarlson@bsu.edu.

IV. **Roll Call** – M. Turner called the roll of representatives and alternates. Roll called showed 25 representatives present, one alternate present, three excused absences, and three unexcused absences.

V. **Approval of Minutes from June 16 and July 21, 2011 meetings**

A motion was made and seconded (Murray/Collins) to approve the minutes from June 16.

The motion carried.

A motion was made and seconded (Cunningham/Zahner) to approve the minutes from July 21.

The motion carried.

VI. Committee Reports

- a. **Employee Relations** – B. Hainz – no report.
- b. **Public Relations** – A. Collins reported that the Back to School Drive starts today and will be finished by September 29. Members are requested to take their boxes to the Biology Department on the 29th. If help is needed to get the items to the drop-off site, please contact her and she will make arrangements to pick it up and deliver it to the drop-off site. All items go to the Teachers Store. Discussion ensued regarding some of the unusual items they need: caps off of water bottles for paint, the round rings on milk jugs, etc. Word of mouth to friends and neighbors is very helpful.
- c. **Elections** – L. Shore – no report.
- d. **Hospitality** – A. Zahner – no report.
- e. **Research** – E. Buchanan – no report.
- f. **Salary and Employee Benefits** – D. Kaufman – no report.
- g. **Angels for Life** – C. Cunningham. Cathy reported the figures for the blood drive last week: on Wednesday, 97 people donated, 84 were eligible; Thursday, 111 donated and 86 were eligible. There are various reasons for deferment – out of the country, low iron, temperature, weight less than 100 lbs. She expressed thanks to Marilyn Waldo for helping with the arrangements for the drive. As an attention-getter, paper blood drops hung in the trees around the donation site (Pruis). The committee will meet soon and brainstorm on how to get the numbers increased as there is a goal of 1000 donors this year.
- h. **Special Committees**
 1. **A. Jane Morton Award** – K. Murray had no report but requested members to be thinking of nominations for this award.
 2. **Public Safety** – No report.

VII. Unfinished Business

- A. Follow-Up to RFI #35-2009/2010 – Weekend parking situation for library employees with restricted pass for Emens garage. After discussion in June, referred back to Research Committee for creation of a small task force to try to work out a resolution with Parking Services.

Response: This item of business was referred to the Parking Subcommittee in the University Senate system as this involves faculty, professional personnel, as well as staff. Further information will come forward as soon as the subcommittee meets this fall.

VIII. Request for Information/Policy Change

None were received prior to this meeting.

IX. New Business

- a. Guest Speaker Ideas

Kate Murray, Vice President, is looking for suggestions for speakers for this year. Please send suggestions to the staff council mailbox: staffcouncil@bsu.edu.

X. Announcements

- a. Ball State Alumni Association – Homecoming Committee Announcements

Lilly Barker, Junior Public Relations major, and a member of the Homecoming Steering Committee

was present at today's meeting and reviewed the activities taking place during Homecoming week. The theme for Homecoming this year is a Super Hero theme. She handed out fliers for members to take back and inform their areas.

b. Ball State Women's Club – Amanda Collins

Amanda informed the Staff Council about the membership drive for the club. You do not have to be a Ball State employee, but married to a faculty/staff member to join.

- c. A member asked about committee assignments and where they could be found. Loretta has completed the committee assignments and downloading them on the website. She tried to put members on committees they designated as first choice; however, that was not possible in every case. Melanie will send an electronic copy of the committee membership to members.

The next meeting will be held on Thursday, October 20, 2011, at 1:15p.m. in the Student Center, 301-2.

XI. **Adjournment**

A motion was made and seconded (Johnston/J.Turner) to adjourn. The meeting adjourned at 1:55p.m.

Respectfully submitted,

Melanie Turner
Secretary, Staff Council