

Longwood University Staff Advisory Committee

Meeting Agenda

October 21, 2021 | 1:30 p.m. | Rotunda 103

Call to Order- Kylie Dyer, Chair

Confirmation of Quorum- Dustyn Hall, Secretary

- **Present:** Megan Martz, Billy Tucker, Cherri Shideler, Lisa Mooney, Ashley Crute, Kylie Dyer, Denise Hill, Ashley Long, Cathy Carter
- **Absent:** Nicole Gilson, Katie Trammell, Dustyn Hall, Robin Gregory, Roxanne Martin, Kirsten Bowen

Open Forum -

- Pam Tracy – Member of Quality Enhancement Plan – Topic Recommendation Committee

Treasurer's Report- Roxanne Martin, Treasurer

- Budget as of 9.16.21
 - \$2,670 in Foundation
 - \$1,353 in Agency
- Cookie crumble costs - ~~\$374.90~~

Old Business

- Response to Slippery Colonnades
 - Need to check in with Mike Lonon again regarding the surface treatment
- Book Fund Promotion
 - One staff member has applied
- “Cookie Crumble” Event Debrief
 - Set up the tent next time
 - Order 150 assorted cookies next time
 - Different less student heavy spot to avoid confusion about who the cookies are for
- Welcome Back Email
 - We will send out a Happy New Year Email
 - What do we want to include in the email – Book Fund Dates, Date for Auction

New Business

- SAC Handout has been updated
- Book Fund Vote
 - Vote to expand coverage of book fund reimbursement to include Longwood staff members who are taking courses at other schools
- Halloween Bash

- Thursday, October 28 from 10am-12 noon in Blackwell Ballroom.
- Theme: Mask-querade Bash!
- No current event issues aside from being masked since it is inside.
- Reminder for Costume Contest
- Kylie confirmed no restrictions on food
- Kylie in the process of confirming if food will be donated again
 - 2019 – Halloween Bash
 - 150 Headcount - \$2,525.07 (was a donation)
 - Meatball Eyes
 - Pigs in a Blanket
 - Veggie Platters with Pickled Brains (Cauliflower)
 - Puppy Chow
 - Goblin Bruschetta
 - Green Lime Mousse Shots
 - Swamp Juice
 - Iced Water
- What items should we put in the Halloween Competition Winner Baskets?
- When do we want to collect the trophies?
- Any fun ideas for how to collect the trophies?
- No goody bags... will have goody baskets on each of the tables
- Fundraiser Ideas
 - When?
 - What?
 - Where?
- Updating Website Information
 - SAC Interest Form is in production
 - Review the interest form, do we need anything?
 - Process for getting virtual option for meetings out to staff?
 - Lancaster Chimes Question – In Progress
 - Potholes in Graham Lot were filled
 - Traveling Elwood Suggestions box – In Progress

Member/Peer - Questions, Suggestions, and/or Concerns

Next Meeting

- November 18th at 1:30pm in Rotunda 103
 - Kylie has sent a meeting reminder to everyone via email.

Adjournment