

Longwood University
Staff Advisory Committee Minutes
May 20, 2010, 1:30 p.m.
Ruffner, Room 103

Crystal Ragland called the meeting to order at 1:30 p.m. and attendance was taken.

Members Present: Tiffany Dempsey, Amy Harris, Jay Lynn, Keary Mariannino, Daphne Norton, Crystal Ragland, Rena Reynolds, Donna Simpson and Della Wickizer

Members Absent: Grant Avent, Brandi George, Jeff Gore, Mike Janos, Kelly Martin, Mike Rentschler, Eric Stoller, and Peggy Turner

Minutes from the meeting on April 15, 2010, were approved by those in attendance. Since there was not a quorum members will be ask to approve the minutes by email.

OLD BUSINESS:

Tiffany reported that she has received suggestions for photos to include in the SAC calendar. Once she has all of the photos organized she will share them with the committee. Amy suggested adding a tear out page to the calendar with coupons to the Aramark locations on campus, and that we include a statement on the calendar that no state funds were used to create the calendar. Crystal ask Della to confirm that Kathy Worster that we can move forward with the calendar, and to be sure that it is noted that no university funds will be used to produce the calendars.

Crystal talked about summer events. June is Safety Month, so we will coordinate refreshments with the Safety Committee's Safety Day on June 18th 11am-1pm on Lankford Mall. The rain location will be in Lankford Ball and ABC rooms. We decided to have a Coffee Social in July and the Dessert Social in August (same as last year). Crystal will remind Brandi to book dates for these events. Last year's dates were July 20th and August 12th. It was suggested that we try to avoid having the events on a Monday or Friday due to vacation days.

Daphne is still collecting items for General Finnegan's welcome basket from the committee. Please get any Longwood items that you would like to donate to the basket to Daphne.

After last month's meeting members were contacted to see if they wished to remain on the committee. Mike Rentschler has requested that he be removed from the committee due to time constraints. Therefore we will need to fill his position, along with the three positions from member's rotation off (Jeff Gore, Crystal Ragland, and Donna Simpson). Several suggestions were made at the meeting and Crystal will be taking additional nominations through May 24th. She will then send out the nominations and have members vote on the nominees. Once the voting has ended Crystal will contact the successful nominees and invite them to join the committee, and attend the June meeting. All members should attend the June meeting. The current officers will attend the July meeting until new officers are elected.

NEW BUSINESS:

Crystal announced that General Finnegan will be attending the July 15th meeting. The committee decided it would be best to meet with General Finnegan first and hold elections later in the meeting. It was also decided that we would be present him with the "Welcome Basket" at this meeting, rather than having it on his desk when he arrives on July 1st.

The committee voiced concern over not having a Aramark representative at recent meetings. Crystal will contact Grant and request that a representative be sent from Aramark when he is unable to attend.

Daphne reminded the committee that she is still collecting money for Dr. Cormier's farewell gift. Members who have not given should see Daphne as soon as possible. As SAC chair Crystal volunteered to cover any outstanding charges that Daphne does not receive reimbursement for.

There being no further business, the meeting adjourned at 2:15 p.m.

Our next meeting will be June 17th at 1:30 p.m. in Ruffner, Rm. 103.

Respectfully submitted,

Crystal S. Ragland