**Staff Advisory Committee meeting**

May 16, 2024

**In attendance**: Samantha Dunn-Miller, Jessica Stimpson, Amber Collins, Cindy Elliott, Daniel Derflinger, Kathleen Roberts, Sandra Haynie, Jesse McDaniel and John Hogge.

**Call to order**:

**Confirmation of Quorum:** Do not have quorum today. Do we need to look at changing this percentage of calculation?

**Committee Open Forum:** Question came up last meeting about lancer card replacement. Samantha reviewed with those in attendance what she found out. Spoke with Kirsten Bowen. Found out that you can get a new one if you have had a name change and only pay $10 vs $20. Dept. generates funds therefore; they have to pay for their supplies. Therefore, they pay for the ribbon, laminate, blank cards etc so when those items have to replaced, the fee you pay, goes towards the item replacement for them to order. When coming in and being given your card, you are told to keep the card away from magnets etc as it could strip the card accessibility so it is clear up front. If they are able to test it and re-program the card, you do not have to pay the fee. LUPD has loaner cards if you need one while waiting to be able to pay the $20 if you do not have it up front for people to use.

**Treasurers Report:** No changes since the last meeting with balances.

**Old Business:**

**Fundraisers/projects**:

\*Silent Auction: Closed at noon on 5/15/2024.

-Samantha to tally winner of items and reach out to them via email to have them pick the items up.

-Made $654.00. This amount should cover the Snowie RVA being here in May and we should have some left over.

\*Snowie is all set and good to go. As a reminder, May 28, 1-3 on Race Street. We talked about having SAC members out there to be present during that event. Have to have Longwood ID to get a free icee. There are other things going on in the area and Snowie can sell to outside of Longwood folks, but they will not be covered for the free ice if they do not have Longwood ID. Samantha asked John to do a facebook flier that we can post to advertise Snowie event to encourage folks to come over with their LUID.

-Passed out a sign-up sheet for SAC members to be in attendance.

-Looking back at previous years, and some years they did it in May and some years they did it in June for members rolling on and off and the new officers roll on. Samantha brought nomination forms to hand out to members to use to nominate. The form has a break down of the officer role. If the officer has the year 2024, they are leaving so we will need to replace that officer role. Nominate and send email to Samantha or bring form filled out to the next meeting.

Rolling off: Samantha Dunn-Miller-Chair

Daniel Cooper-Co Chair

John Hogge-Media Webmaster

Sarina Holder

Dana Slayter

**Membership**: Currently we have 18 members. 5 members total rolling off. John to use current list that Samantha has with the current new members to update the website.

**New Business:**

Secretary Report: working on getting mins uploaded to website.

Next mtg June 20th in Rotunda