**Longwood University Staff Advisory Committee**

**September 19, 2024**

**1:30pm**

**Agenda**

**Call to Order**: Jessica Stimpson, Chair

**Confirmation of Quorum**: Jessica Stimpson, Kathleen Roberts, Amber Collins, Jesse McDaniel, Daniel Derflinger, Jody Gunn, Jennifer Armes, Kandace McCabe, Cindy Elliot, Sandra Haynie, Susan Cottrell and Shannon Meador.

**Committee Open Forum:**

**Treasurer’s Report**: Jennifer brought a spreadsheet to show balances in accounts throughout fiscal years.

**Old Business**: Jessica brought the last $20 to deposit from the remaining silent auction item. Jennifer will deposit to SAC account. There was a chunk of $ taken from our budget but it has been worked out. It should not have been taken and Matt plans to help cover cost for an upcoming event to balance out the money taken. Fundraising money needs to go to agency account. If donated, the money goes to local account.

* Cookie Crumble: 9/26- Jessica plans to pick up cookies and waters from Sam’s Club. Location will be Lankford Patio: 12:30 to set up, event time= 1-3pm.

**Fundraisers**:

* 50/50 Raffle at Halloween Bash- Yes, we will do this. Jennifer to bring the tickets for raffle. This will be a cash raffle. Tickets to sell for $1 each.
* Silent Auction- We will revisit this in the Spring. We had a good turn out when we did the other one in the Fall.
* Candy Gram- nothing on this today.
* Halloween Bash- Scheduled for 10/31. 10am-11:30am. Location: Blackwell Ballroom.

-The catering fund will cover the food/beverages for the event.

-John will be the MC.

-Judge Suggestions: Sarah Tanner-Anderson, Ferg, Rhonda Scarrow, Chris Kukk. Jessica will email to see if these are available or interested.

* Will we do a photo set up again? Yes, we can do the straw bales again (Jesse will bring), mums (Jessica to purchase with SAC funds), Jennifer may possibly be able to do cornstalk bundles.

-The Andy Taylor Center indicated that they would be bringing the kids at 10am to parade them in front of Rotunda to collect candy/goodie bags.

-Voted to have 10/23 as the cutoff date to have groups sign up to participate.

-3-minute skit maximum.

-award will be lancercash & trophy (need to locate the other one)

-We will do the pumpkin decorating contest. We will collect the pumpkins for display that morning up until event starts.

* Kathleen can help tally pumpkin votes.

Should we have Elwood resurface? Dress him up in costume and have staff “look” for him @ the Halloween Bash. (decided not to do this).

Skit & Pumpkin decorating Prizes-

* 1st place: $10 Lancercash
* 2nd place: $5 Lancercash
* 3rd Candy goodie bags

**New Business**: None today

**Membership:** Need 2 members, does not matter if AP or Classified.

**Next meeting:** October 17th, Rotunda 103, 1:30-2:30

**Adjournment**