Call to Order/Introductions
Chair, Mary Ann George called the meeting to order at 2:05 pm.

Attendance
The following persons were present: Mary Ann George (Chair), Bridget Guerin, Mary Twardos, Melanie Heinitz, Therese Collette.

Review of Minutes
Members reviewed the notes from the February meeting. Minutes approved from February meeting.

Ongoing Business
a. Employee Satisfaction Survey Review and Recommendations
   i. Next stop, Dean’s Cabinet
b. Wellness Grant Applications
   i. Healthy Snacks – Running
   ii. Tai Chi in February/March/April - Running with good attendance and feedback
c. Take Your Break Promotion
   Mary Ann will write up a DRAFT promotion and ask Cari and Maia to measure one lap of their daily walk around the building.
d. Verifying leave for wellness events
   Mary Ann will send inquiry to Dean’s Cabinet regarding leave options when participating in a wellness activity. The goal is to have consistency. History: When MUS Wellness brings a live event to campus or has a webinar, traditionally employees can attend the one hour event and only use ½ hour of leave. This allows ½ hour for lunch. Should there be a process to submit events to some group (Cabinet, Professional Development?) to determine eligibility for the ½ leave option?

e. Spring Employee Appreciation Luncheon  Monday, May 13, 2019
   1. Budget modification approved to move & give Glen an honorarium award of $50. Mary Ann will ask Rick Henry and Phil to head up purchase.
   2. Bridget confirmed with Wyatt LaPraim that Welding Club will make a branding iron for Glen, Bridget will design.
   3. All but one Longevity recipient form returned, Mary Twardos will send all to Glen 3/14/19
   4. Menu - Mary Ann will review Sodexo menu as possible caterer and review QWL budget.
   5. Employee Recognition Award – Mary Ann will update and send out 4/1/19
   6. Centerpieces – Tabled to next meeting
   7. Retiring Employees – Therese confirmed Becky Gibson retiring
   8. Mary Ann will confirm date of Monday May 13 with Dean’s Cabinet and have Christy reserve date on calendar.
9. Future Longevity Awards – Possible Seth Roby Art class as future award gifts. Bridget will ask Glen about his plans for next year.

f. Helena College Day Friday, April 26, 2019
   1. Therese assembled a Helena College Day committee. Voted day will be volunteer day for the college, the committee members are contacting community agencies where can we volunteer. Qualtrix will be sent out once they have the list.
   2. Maybe QWL can assist with the lunch break in between volunteering hours. Possibly in the Student Center. Not sure, think old grill was SGA owned. *Per Matt Schmidt it is broke and his department will purchase a new one, by 4/26/19 if we would like to use for HC Day event.*

Ongoing Ideas for Consideration – Tabled till next meeting

   g. Movie / Potluck Social
   h. Social Event or Community Service Ideas
      i. Pot Luck Cooking Demo
      ii. Field Day/ Outdoor Event Wellness Grant Ideas

General Discussion

Steve Lewis set up a painting party for the Thursday or Spring Break. Mary Ann will contact Steve and the vendor to ask about moving to the campus and starting at 5:30.

Adjournment

Meeting adjourned at 2:45 pm.

Action Items:

Bridget:
   → Provide Wyatt with branding iron design

Mary Ann:

Indoor Donaldson walking map
   → Reserve Student Center for 5/13/19 Spring luncheon, with Christy

Mary Twardos:

   → Order linens for luncheon   Look for email from Matt Richards regarding wellness time

Therese:

   → Check on Half work time policy for Wellness Tai Chi

Phil & Rick:

   → Steaks for Glen - $50