

Helena College Quality of Worklife Committee (QWL)

Meeting Minutes

November 3, 2017 / 2:00 p.m. / DON 112

Call to Order/Introductions

Chair, Mary Ann George called the meeting to order at 2:10 pm.

Attendance

The following persons were present: Mary Ann George (Chair), Ben Nickol, Cari Schwen, Mary Twardos, Christy Stergar, Bridget Guerin, Monica Latham.

Review of Minutes

Members reviewed the minutes from the October meeting. Mary Ann made a motion to approve the minutes and Cari seconded. Minutes were approved by a unanimous vote.

Old/Ongoing Business

Helena College Informal Happy Hour

Ben will send the invitation for an informal gathering at Lewis and Clark Brewery for Thursday November 9. The college is closed on Friday November 10.

Winter End of Semester Luncheon

Date is Monday December 18. Ben sent out a calendar invite. Committee members discussed the menu. Christy Sterger made contact with Bad Betty's, who was not affordable; Café Zydeco, who required food to be picked up; Taco del Sol, who could do a burrito/taco bar or a chili/soup bar within the budget; and Karmadillo's, who Christy Sterger is waiting for a response. Alternate suggestions were Panda Express or Qdoba. Cari Schwen suggested Carroll Sodexo and has contact information, Bridget Guerin suggested The Rib Shack, and Mary Ann George suggested Benny's and has contact information. The absolute maximum that can be spent per person is \$11.00. Christy will check into the alternate suggestions. The committee will make a decision via email next week.

Luncheon Activity

Committee members discussed having a raffle, a silent auction, a door prize and a combination of all three. Mary Twardos suggested having a dessert silent auction. A silent auction consisting of desserts and baskets was suggested. A white elephant silent auction was suggested. A raffle was suggested that allowed one free entry for everyone in attendance with the possibility of purchasing more tickets for a particle raffle item. The funds raised by a raffle or silent auction would be donated to a charity. An incentive was suggested for the team that got the most bids on their basket or other raffle item. The committee will deliberate on the activity. Table decorating was suggested for another activity.

Luncheon Entertainment

Committee agreed that the board games were a big hit at the fall 2016 luncheon. Cari Schwen will watch for deals on board games now through Black Friday. Christmas quizzes and an ugly sweater contest are also past activities that were proposed. Mary Ann George will check for a politically correct name for the ugly sweater contest. A lip sync contest was suggested but may be tabled until spring 2018. The committee will brainstorm other ideas for icebreaker and general activities. Faculty and staff awards will be part of the luncheon introduction. Suggestions for entertainers were student

talent or a local choir. Mary Twardos will be the expediter for set up and break down of the luncheon and will recruit and assign duties when the luncheon date gets closer.

Fall Service Opportunities

Jane Baker, Interim Dean, approved campus participation in the Trash Mob. Due to winter weather the Trash Mob will be postponed until spring 2018.

Wellness Flyers

Per the October meeting flyers were to be sent to the APC, Bridget confirmed that they had not made it to the APC. Mary Ann George will follow up and get them to the APC.

ACTION ITEMS:

- Ben will send out an invitation to Lewis and Clark Brewery Night on Thursday November 9, and a reminder next week.
- Christy will research caterers for the Winter Luncheon and report via e-mail to committee to make a decision.
- The committee will make a decision on caterer for the Winter Luncheon next week.

AFTER THE MEETING CHANGE (3:07 PM)

- Ben informed everyone via email that the scheduled date for the Lewis and Clark Brewery Night conflicted with a Diversity Committee's scheduled event. QWL will confer about and send out an announcement for another date!

Christy Sterger motioned to adjourn the meeting, Bridget Guerin seconded.

Meeting adjourned at 2:48 pm