

Helena College Quality of Work Life Committee (QWL)

Meeting Minutes

December 11, 2019/ 2:00 p.m. / DON 120

Call to Order/Introductions

The meeting was called to order at 2:10 pm. Those present were: M.A. George (chair), Latham, Stergar, Twardos, Guerin, Schwen, and Heinitz

Past meeting minutes were reviewed, moved to be approved with correction by Melanie Heinitz, and seconded by Cari Schwen. Approval was unanimously passed.

Winter Luncheon Finalization

Caterer: Chili O'Brien's

Menu: Philly Cheesesteak Bar

Speakers: Seth - one minute to talk about Shift, art show. Leadership.

Melanie – Catering

Mary Ann- will put in an IT ticket for a slideshow. Check with leadership for speaker.

Christy- will check with maintenance for set up on Monday, reminder about the raffle, photos of baskets to Christy

Parker-will set up audio visual

Twardos – table cloths are ordered, will be delivered Dec. 13th

Schwen – centerpieces are done and ready

Other

- Baskets will be displayed in student center on 10:30 day of luncheon.
- Ticket deals (1 for \$1, 6 for \$5, and 30 for \$20)
- ASHC decorations might be up (will check)
- Known baskets: Leadership, Business Office, LLH, Airport, Continuing Education, Melanie

General discussion about pressures on campus to participate in activities outside of work hours and to donate to the Food Shelves and Helena College Foundation.

The meeting was adjourned at 3:05 pm.