

Helena College Quality of Work Life Committee (QWL)

Meeting Minutes

April 14, 2021/ 2:00 p.m. / TEAMS

The meeting was called to order at 2:01 pm by Chair Melanie. Those present were: Melanie Heinitz (Chair), Mary Ann George, Christy Stergar, Mary Twardos, Cari Schwen, Bridget Guerin, Rick Henry, Robyn Kiesling

Review of Minutes

Meeting minutes from March meeting were reviewed; approval of minutes was unanimously passed. Mary Ann motion/Bridget seconded.

Treasurer's Report

Treasurer Report: \$4,260.00 Budget
Department Highlighting snacks: \$81.16
Food Trucks plus tip: \$682.50 (\$600.00 Meals & \$82.50 Tip)
S'more subscription: \$79.00
Wellness shipping overage: \$93.67
Cinemark Tickets \$308.00
Balance of Budget: \$3015.67

Old Business/Ongoing Business

Department Highlighting Update.

We're moving along.

Social Activity in March: Movie Night at Cinemark

13 attended on Friday evening

7 attended on Sunday afternoon

If we host event again may survey employees with children to help us choose a movie.

\$720.00 presentation to Prickly Pear Land Trust

Christy will deliver on Friday. Get picture for MMM. PPLT wants our picture for their newsletter. Wear a Helena College t-shirt on Friday and meet at noon for a group picture to send.

Employee Excellence Award

- Nominations close on Friday April 6
- 4 nominations so far
- Will be awarded at May 11 State of the College meeting. Logistics to follow.
- Will order plaque as soon as recipient is chosen.
- Selection Committee:
 - Melanie, Bridget, Lisa Simpson or Larry Taylor, and Tammy Burke (Bridget will ask)

Longevity Awards 2021

- Members discussed ideas for award. Glassware of some kind. We need 9 awards but have extra budget this year so may be able to purchase more for the future. Suggested gifts to run a 5-year cycle similar to the welding gifts.
- Mary Ann will contact Crown Trophy and check on prices, set up fees, etching, bulk pricing etc. and report back to group for a decision. Three styles were chosen.
- Helena logo on front/Thank you for your service on the back was suggested.

End of Semester Food Trucks

Melanie shared details of the Food Truck Event. She asked that the voucher amount be raised to \$12.00.

Mary Ann made a motion and Cari seconded to raise the voucher amount to \$12.00 for the food truck.

Motion passed unanimously.

Question was asked about Covid restrictions and people sitting outside. Facilities has purchased picnic tables for the campus and if available people will have that option.

Mary Ann will update last fall's poster and send to Paige for MMM and post on campus.

FOOD TRUCK SCHEDULE

Tuesday April 27

Rock Star BBQ on APC Campus 10:00 am - 12:00 pm

Cheddar's on DON Campus 11:30 am - 1:30 pm

Wednesday April 28

Mission Taco on DON Campus 11:30 - 1:30

Thursday April 29

Cheddar's on APC Campus 10:00 am - 12:00 pm

New Business

Meeting Adjourned at 2:55

ACTION ITEMS:

- Members who can meet will wear HC shirt and take picture at noon on Friday April 16 to send to PPLT
- Christy will deliver check to PPLT
- Bridget will ask Tammy Burke to be on the Employee Excellence Award Selection Committee
- Melanie will ask Lisa Simpson and if not able, Larry Taylor to be on the Employee Excellence Award Selection Committee
- Mary Ann will contact Crown Trophy and get pricing for glassware for Longevity Awards.