

STAFF SENATE

Minutes

Room 204 – 05/03/2019

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| <input checked="" type="checkbox"/> Pate, Jessie/ President | <input type="checkbox"/> Fife, Tyler | <input type="checkbox"/> Odermann, Rick |
| <input checked="" type="checkbox"/> Latham, Monica /Vice President | <input checked="" type="checkbox"/> George, Mary Ann | <input type="checkbox"/> Parker, Kylie |
| <input checked="" type="checkbox"/> Schwen, Cari /Treasurer | <input type="checkbox"/> Gifreda, Laura | <input type="checkbox"/> Peterson, Keegan |
| <input checked="" type="checkbox"/> Moulton, Karina /Secretary | <input checked="" type="checkbox"/> Guerin, Bridget | <input type="checkbox"/> Rogers, Tony |
| <input checked="" type="checkbox"/> Adamek, Marika | <input type="checkbox"/> Hecht, Cherise | <input type="checkbox"/> Reighard, Eric |
| <input checked="" type="checkbox"/> Adams, Julie | <input type="checkbox"/> Heinitz, Melanie | <input type="checkbox"/> Scholl, Kyle |
| <input type="checkbox"/> Baker, Lori | <input type="checkbox"/> Hunthausen, Stephanie | <input type="checkbox"/> Steckler, Tammy |
| <input checked="" type="checkbox"/> Caldwell, Kim | <input type="checkbox"/> Jessee, Casey | <input type="checkbox"/> Stergar, Christy |
| <input type="checkbox"/> Colpitt, Janice | <input type="checkbox"/> Johnson, Brenda | <input type="checkbox"/> Thompson, Greg |
| <input type="checkbox"/> Crook, Michael | <input type="checkbox"/> Jose, Clare | <input type="checkbox"/> Twardos, Mary |
| <input checked="" type="checkbox"/> Ebert, Anna | <input type="checkbox"/> Kolar, Tiffany | <input type="checkbox"/> Wagner, Cole |
| <input checked="" type="checkbox"/> Emmart, Amber | <input type="checkbox"/> Marston, Mike | <input type="checkbox"/> Zigan, Amanda |
| <input checked="" type="checkbox"/> Fife, Kristine | <input checked="" type="checkbox"/> Miller, Candice | |
| | <input type="checkbox"/> Mortimore, Kathy | |
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I. Call to Order

Jessie (President) called the Staff Senate meeting to order at 2:00 P.M.

II. Review of Minutes

Correction to amend the date at the top of the April minutes.

Motion to approve April minutes with the change of the date by Marika Adamek and seconded by Julie Adams.

III. Treasurer's Report

Cari (Treasurer) reported funds still at \$601.77. Funds must be invoiced by May 15th; procard use until June 15th. MUSSA looking at \$200 leaving about \$400 to use up.

IV. May Anniversaries

- Move to remove anniversaries as HR is very busy, and unable to get the current month's anniversaries in a timely fashion. Per Mary Ann George HR will be sending out a monthly information email/newsletter with birthdays and important information. Ask for anniversaries to be added to this.

V. Old Business

Update on Recycling—Marika and Mary Ann George have collected information. The Airport Campus has not yet been assessed but should include same services on both campuses. Currently our contract with Helena Recycling includes plastic, paper and cans. Pick up occurs every other week. We pay \$900 a year currently. No cardboard included, not sure how that is contracted/priced. Helena recycling indicated that if there is crushed cardboard sitting next to it they will grab it, however that is not currently in the contract. With the current contract with Helena Recycling there are time little to nothing is being collected upon pick up so we are paying money and need to make it worthwhile. Suggestions made that each department could collect their own paper and recycling and have maintenance collect. Proposal to have maintenance create a campus-wide plan to provide clearly marked containers and take care of pick up. We have Pepsi recycling containers from Pepsi. Proposal would recommend receptacles next to the garbage's and the exits. Email suggestions to Marika and Mary Ann George. This is a draft proposal.

Public paper recycling garbage bins are unsightly and not clearly marked. Proposal to have recycling plan refer to the mission statement, maintaining facility. Need consistency and it needs to be an institutional commitment not just Staff Senate.

Discussion: Is there a grant that would fund new receptacles, since they are so expensive? How is it priced, by the number of bins they are collecting from? Ask ASHC if they want to do a legacy gift of donating money to do this for the campus. First step, work on next year. What are next steps? \$600-1500 per recycling unit (trash, plastic and cans) 3 units can be held. 6 for \$300, not great looking, but most economical. Bring up to Facilities and Assistant Dean? Yes. Make additions to approve proposal and look at approving next month.

BBQ and Yard Games- June 12 – Karina has offered use of a roller grill, if unable to get a grill. Only have hotdogs. That is when we would normally have a Staff Senate Meeting. Announce President and Secretary at the end of the BBQ. Jessie will send out a list of yard games that we could use. BBQ and potluck. Staff Senate provide hotdogs and buns and condiments. Everyone potlucks. Purchase buns and condiments- Mary Ann George. Open it to anyone on campus. Monica will create and send out an invitation. Jessie will ask the Dean if we can have an extra half hour. 11:30-1pm. Front lawn. Reserve Student Center in case of bad weather- Mary Ann. Karina will ask Glen to use the welding grill.

Spending Remaining Budget-

- Recycling- not feasible today.
- Sno-Cone Machine- where will we store it?
- Ice maker for the staff lounge- Cari looked into and they take a lot of maintenance. Have problems getting people help out cleaning the Keurig. Buy ice cube trays? Bookstore will be open during the summer from 9-3 M-Th. Get a closed container that we could put some ice in from the bookstore.
- Buy sno-cones from a truck for the BBQ purchase 50 cones. Kim Caldwell will look into prices.
- Bounce house or something that we could have at the BBQ. Kim Caldwell will look into prices.
- Flowers for landscaping. Who would water? Baskets for each department. Fragrance senses/allergies?
- Portable charging station for the staff lounge. Karina will price them out.
- Grill? Faculty senate hasn't spent their budget, combine budgets for purchasing a grill, Quality of Work Life also. Someone to work on this? Mary Ann George QWL. Faculty Senate- Marika. Monika will ask Diversity. Grill shopping- Karina and Marika. Grill and cover.

VI. New Business

Nominations President and Secretary

- President
 - Jessie Pate
 - Stephanie Hunthausen
- Send out an email to collect nominations
 - Jessie ask for nominations by May 16th.
 - Create committee to collect accepting nominations
 - Amber & Anna confirm by May 17th
 - Election one week to vote by May 24th.

VIII. Additional Items

Move the times of these meetings.

VIII. Adjournment

Meeting Adjourned at 3:03 pm