

**Staff Council
Special Events Committee Meeting
Minutes
September 21, 2009**

Members present: Nancy Gibson, Chair, Shari Upchurch, Co-Chair, Russell Black, Beth Chaisson, Roxanne Fuentes, Kim Gibson, James Graber, Betsy Grim, Crystal Haney, Janie McCammon, Dale Ray

Members absent: Kristy Chapman, Alicia Gahimer, Amy Harrity, Linda Henson, Rochelle Hudson, Holli Smith, Louise Watkins

Welcome

Nancy welcomed everyone to the meeting. She mentioned how excited she was to have such a great turnout of new members at this meeting. She announced that Shari Upchurch has agreed to be Co-Chair for this year's Committee.

Fall Project

In lieu of doing a fall blood drive, the Committee would like to do some type of community service project in the fall. Nancy reported that she looked into the "Bears that Cares" police program, however they told her that they have more than enough at the present time. Some other ideas are doing some sort of drive for Riley Hospital or the Ronald McDonald House. After some discussion, the Committee likes the idea of supporting the Ronald McDonald House as this supports families at all hospitals on campus. Crystal volunteered to contact the Ronald McDonald House to get a contact name and more information on what type of items they need for a drive. Nancy would like for this to be an ongoing drive for the entire fall. Staff Council members could bring any collected items with them to the Staff Council meetings and Nancy would then take the items to the Ronald McDonald House on a monthly basis.

Legacy Project

Nancy gave a brief overview of the Legacy Project for the new members. The fall planting needs to be scheduled. Nancy would like to do another Saturday morning planting and then maybe go out to brunch afterward. She is hoping to schedule this for October 17; however, she has to check with the Grounds Department first. She also mentioned there is a sign up sheet on the Staff Council web page that you can sign up for periodic weeding of the area. We are still waiting on the architect's office for the signage.

Staff Council Retreat

Nancy reported that with last year's attendance being up from previous years, we are going to start working on the retreat a little earlier this year. Her hope is to let Bradford Woods do all the planning of food and events this year and take this responsibility off of the Committee. We will also need a larger room as we were at capacity last year. The

Committee also agreed that having an external speaker was great last year and thinks we should do this again this year.

Miscellaneous Items

The Health and Benefits Fair is October 30. Staff Council will have a booth set up and will need volunteers to staff it for one-hour increments. Please contact Karen Lee if you are interested.

The annual "Spring Into Life" blood drive will be held sometime in the spring.

Staff Council Awareness Week is in March 2010. Dale Ray mentioned that he thinks the Special Events Committee should plan something during this week.

Old cell phones can be donated to be refurbished for domestic violence victims. Contact Karen Lee for more information.

Dale Ray suggested that we plan a social event for the affinity councils on campus. It was suggested that we invite them to a Staff Council meeting and then have a social afterwards. All the affinity councils, student government and faculty council members should be invited to this event. It would benefit everyone if all the councils worked together. James Graber will contact the Diversity Office to get contact information on each affinity council.

Adjourn and Next Meeting

The next Special Events Committee meeting will be held on Monday, October 5 at 3:30 pm in MS 2031. Please note the new location. Parking vouchers for the Riley Outpatient Garage can be given to those that are located too far away from this location.