

**Staff Council
Special Events Committee Meeting
Minutes
November 2, 2009**

Members present: Nancy Gibson, Chair, Shari Upchurch, Co-Chair, Russell Black, Beth Chaisson, Kristy Chapman, Roxanne Fuentes, Kim Gibson, James Graber, Crystal Haney, Karen Lee, Lyndsi Mosier, Janie McCammon

Members absent: Amy Harrity, Linda Henson, Betsy Horton, Rochelle Hudson, Holli Smith

Fall Project

Nancy Gibson reported that she received the approval from the Executive Committee to do the Ronald McDonald House drive. Each committee on the Staff Council will be in charge of a section on the needs list, however, you can feel free to collect anything from the list from your constituents, co-workers, etc. The Special Events Committee is in charge of the pantry items on the list. We would like to have these items in time for the November 18th Staff Council meeting, if possible. If you receive too many items or large items, please contact Nancy or Shari and they will arrange to pick up the items and take them to the Ronald McDonald House.

Crystal Haney updated the Committee on the need for gift items for the December drive. She reported that the big House is usually overflowing with gifts for children and do not have a need; however, the Riley House does have a need for items for the parents such as gift cards, t-shirts, scrubs, toiletries, etc. The Riley House also mentioned that they could use prepared meals dropped off, especially over Thanksgiving.

December Staff Council Meeting

The December Staff Council Meeting will be held once again at the Children's Center on December 16. There will be a short business meeting and then the children from the Center will come out and perform for us. The Center is doing a giving tree again this year for the Damian Center to help teach the children about giving to those in need. Nancy will find out what they are collecting this year and let the Council know prior to the December 16th meeting. After the meeting, refreshments will be served. The Special Events Committee is in charge of this and the final plans will be discussed at the December Special Events Committee meeting.

Legacy Project

The Fall Planting was a big success. Nancy thanked all who were able to attend and help plant flowers. Flowers were planted at the West and Michigan Streets portal as well as next to the Children's Center on New York Street.

Retreat

Sue Herrell and the Executive Committee have asked for some potential ideas for retreat next summer. Karen passed out a list of items that have been turned in as concerns from IUPUI staff. Karen stated that the Executive Committee suggested that we might pick one of the larger concerns and concentrate on an action plan on how to solve the issue. The list of topics has been attached.

Miscellaneous Items

Nancy reported that the Undergraduate Student Government has contacted her and is interested in helping the Staff Council with their community projects and the Spring Blood Drive. Nancy will keep everyone informed as more information becomes available.

Adjourn and Next Meeting

The next Special Events Committee meeting will be held on Monday, December 7 at 3:30 pm in MS 2031. A reminder that parking vouchers for the Riley Outpatient Garage can be given to those that are located too far away from this location.