**Staff Senate Meeting Agenda**

**Tuesday, Sept 11, 2018**

**Location: OM 111**

**Time 9:00 a.m.**

**Members Present**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| x | Jessica Amb 1000 | x | Misti Wuori 1000 |  | Rhonda Hodges 5000 |  | Cory Drucker 6000/7000 |
| x | Rick Karboviak 3000 | x | Teri Wright 3000 | x | Mandi Domier 6000/7000 | x | Kyle Myers 4000 |
| x | Shannon Hofer 6000/7000 |  | Charyte Henderson 4000 | x | Lois Karlstad 4000 | x | Susan Cordahl 5000 |
| x | Dina Zavala-Petherbridge 3000 | | |  | Bob Kozojed 6000/7000 |  | Paula Solheim 5000 |

**Agenda**

* Call to Order – Called to order by Rick Karboviak
* Additions to the Agenda – added Schedule Staff Association
* Approval of minutes from the previous meetings—Aug 14th, 2018 – Motion made, Susan Cordahl/Shannon Hofer to approve
* Treasurer’s Report – discussion on report for monies available. Will get things in order by the next Staff Senate meeting. Motion made Misti Wuori/Susan Cordahl that Mayville State University is in support of the Friday after Thanksgiving Initiative
* Report from State Staff Senate
* Discussed Friday after Thanksgiving initiative
* Pros: family balance, no school so need to find daycare, often daycares are closed
* Con: It is an opportunity to use accumulated vacation days
* In favor of fully covered family health insurance and raises as priority initiatives
* Old Business
  + Winter survival kits update—Jessica – Dan Lorenz attended for discussion
* Do fleet vehicles have stated manual equipment, ex. extension cords, shovels and scrapers. Most likely no extension cords, but scrapers and shovels are provided
* Is there someone responsible for reporting missing equipment? Anything missing should be reported on a card that is completed with mileage and such.
* Is someone designated to make sure vehicles have had the snow cleared from them? Building and properties have priority for snow removal. Not enough staff to have snow removed right away. Communication is necessary as to whether or not vehicles are ready.
* Can a student worker be considered to maintain the vehicles, make sure vehicles have shovels, scrapers, snow cleared away? Possibly
* Are survival kits provided? No, discussed what should be in survival kits? Jessica will put together a list of items and discussed prepared backpacks that are checked out with vehicles
  + Hunger Project/Awesome Grant—Dina – no report on Hunger Project
* Discussed Awesome Grant – more than one grant can be applied for by different entities. Involve community and students. If not “awarded one month, can apply again. Ongoing for every month. Bring ideas to next Staff Senate meeting
  + Comet Pride Button Updates
* 71 buttons sold to date. One will be donated for grand prize from Staff Senate for Staff appreciation week
  + Campus Security: Cory Drucker has scheduled a September 26th, 8:30 pm event. Purpose is to make aware of lack of lighting in areas around campus.
* New Business
  + State Employee Recognition Week – This week, activities scheduled
  + Additional new business? Staff Association meeting
* Tentatively scheduled for November 13, 2018
* Discussion on all Senates getting together or communicating on their projects. Share minutes with Faculty Senate and Student Senate – More discussion at next Staff Senate meeting
* Area Updates
* Adjourn: 10:23 am
* Next meeting Date: **Friday** October 12, 2018, 9:00 am, OM 111 tentatively