General Board Meeting
February 18, 2014
12:00-1:00 pm
Sacramento Hall 275

MINUTES

Attendees: Shannon Ainger, Cathy Davis, Aaron Eichenberger, Rachel Frame, Carolann Forseth, Michael Hendren, Mimi Phothichack, Michelle Williams, Janie Xiong, Scott Oleinik, Angel Thayer, Ashley Ciraulo Stuart, Michelle Bianco, Kevin Mackey

1. Approval of January Minutes – Ashley Ciraulo-Stuart
   a. Mins approved with the two changes
   b. Verify that Carolann is on the email distribution list

2. Budget Update – Angel Thayer
   a. General fund – the “non-bolded” items are the projected amounts
      i. if we look at June, we can see what we can spend on the picnic
   b. We have about $700 more to spend on the picnic, based on the amount we are projected to spend
   c. High balance on the fundraiser account
      i. The original thought behind the fundraiser account was to do something for the campus
         (i.e. picnic benches donated by USA) but nothing has been done so the balance remains high
   d. We put the ticket sales from the awards lunch into the discretionary account

3. Sees Candy Update– Angel Thayer
   a. We have only made $100 in the candy sales
   b. We still have candy left that we need to decide how to sell
   c. We can save the non-perishable candy for the raffle at the picnic
   d. We can give a chocolate bar to the awards recipients that are attending the 30+ years of service luncheon

4. Elections Committee – Michelle Bianco / Shannon Ainger
   a. Hoping to meet Friday, 2/21 to start the planning
   b. An announcement was made at the Business Partners Roundtable to start getting the word out that the elections are coming up
   c. Looking for two staff members to sit on the search committees for the Deans for Computer Science and Engineering and Social Science and Interdisciplinary Studies
      i. Open to USA reps first, let Michelle know if you want to serve by March 7th

5. Picnic Update – Michelle Bianco / Michael Hendren
   a. Working with Scholar Share – they want to sponsor part of the event again; we will see if they want to sponsor the ice cream for the event
   b. Nicole Johnson gave an updated regarding a formal request to have the food trucks cater the event
      i. We are hoping to have a $10 voucher for staff to go to any truck that comes to the event
ii. Sac MoFo indicated that they could probably send around 10 trucks for the event
iii. Can we see how many people can be served per hour per truck
c. If we can’t use the food trucks, we can look into using Togos, as they are part of UEI catering
d. Employees Retirees Association will be giving us a check for $500 to buy gift cards or other raffle prizes (instead of the association purchasing the gift cards)
e. Looking at a carnival theme with more activities for the picnic, not just having people sitting around

6. President’s Committee on Campus Unity (CCU) – Michelle Bianco
   a. $1000 donation from USA will be for the Sunday Funday event
   b. CCU is sponsoring the event with Arts and Letters scheduled for April 13th
   c. There will be food trucks and events campus wide
d. Spring Convocation is April 7th Union Ballroom 1:00 – 2:00pm
   i. Inviting staff, faculty and administrators to speak about sensitive issues/ incidents on campus
   ii. A flyer will go out to the campus community to get staff members to sit in on the event
   iii. Short film competition with winning films being shown at the convocation

7. Safe Zone Training @ Pride Center – Michelle Bianco
   a. We don’t all have safe zones for students on campus
   b. They are doing safe zone training on 2/27 in the Forrest Suite in the Union (1:30 – 4:00)

8. One Book Update – Michelle Bianco / Aaron Eichenberger
   a. The chair is still planning on donating the books to either a high school in an underserved area or to the public library
   b. The University One Book Chair will get back to USA on the status of the donations
      i. If the books are not being donated, USA will find a high School or other cause to donate the books to
      ii. We will see if the books have been donated by the May meeting, if not, USA will determine how to donate their books

9. Other Items – Michelle Bianco
   a. Recommendation that we get updates from staff members that are sitting on other campus wide committees
      i. Transportation Board Update – Kevin Mackey
         1. Committee is looking at way to make areas on the campus safer, such as the stairway near the Bridge
      ii. Alumni Board Update- Kevin Mackey
         1. How to re-engage alumni and get them connected back to the campus community after graduation
         2. Recent grads get a two year membership to the alumni association, but don’t really renew membership after that
         3. How can the alumni assist with the Olympic track trials that will be held on campus
   b. Police Department Bowling League – will be starting on campus and wanted to get the word out to the campus community
      i. Held at Capitol Bowl
ii. Michelle will send out the information to reps so that the information can be sent out to the Reps areas

   c. Spring Career Fair is sold out with 114 employers at the event – Union Ballroom from 10:00-2:00

   d. Educator Expo in April – currently have 40 educators scheduled and anticipate having 60 total for the event