**Staff Senate Meeting Minutes**

**5/14/19**

**10:00 a.m.**

**Marshall Center Chamber**

**Call to Order – M. Washington**

* Welcome to Mary Nickless from the Office of Admissions as a new Senate member.

**Vice President’s Report – M. Washington**

* Amber Ratz will now be the assistant recording secretary.

**Secretary – W. Jennings**

* M. Washington graciously took minutes in April. A motion was made to accept the minutes as written. The motion was seconded and approved unanimously.

**Treasurer’s Report – T. Wilds**

* E&G funds - $2,325.09 balance.
* A motion was made by M. Washington to approve the $210.00 room rental expense for the QQA event. W. Jennings seconded the motion. The motion was unanimously approved.
* Carry Forward funds - $6,519.02 balance.
* Concession funds – balance $51.91.
* Gift-in-Kind – estimated zero balance.
* Dollars for Staff Scholars - $2,551.56 balance.
* Spring 2019 scholarships are still open.
* One Fall 2018 scholarship not picked up yet.

**Sergeant @ Arms Report – Brandis Baines-Waiz**

* Nothing to report.

**President’s Report – S. Howle**

* QQA Event
* All of the expenses for the event are now approved.
* Set up will be at 10:00 a.m. Event begins at 3:00 p.m. in MC 3707. Please arrive at 2:30 to wrap up whatever is needed.
* Please wear work attire.
* Speaker’s topic is to offer words of encouragement for QQA recipients and the Senate.
* Will have Senate brochures available. Need to print some more for the reception.
* Reminder to bring raffle tickets.

**Committee Reports**

* **Communications – G. Gates-Fowler**
* Nothing at this time.
* **Quiet Quality Awards – S. Louis-Jeune**
* Discussed earlier in the meeting.
* **Senate Operations**
* Nothing to report.
* **Staff Morale**
* Nothing to report.
* **University Wide – E. Curry**
* Nothing to report.

**Miscellaneous**

* Several Senate Committee vacancies:
* Staff Morale – Chair and Vice Chair – Tina Pearson is interested.
* Communications – Vice Chair – vacant
* QQA – Vice Chair – vacant
* Senate Operations – Chair and Vice Chair – vacant.
* Please let Brandis Baines-Waiz know if you are interested in a position.

The next meeting will be held in EDU 219 on June 11, 2019. As an addendum, that room has been changed to BSN 221. The August meeting will be in Athletics.

With no further business, the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Wendy Jennings, Secretary