**Wooster Campus Staff Council Meeting Minutes**

**April 12, 2018**

**Present:** Kayla Arnold, Jen Schrock, Jean Haught, Penny Nemitz, Mike Franks, Beth Rigsby, Roberta Franks, and Kimberly Sayers

**Absent:** Robin Frazier, Brandon Lawwill, Travis Morris, Bryan Dodrill, Carolyn Heydon, and Mike Jeffers

Meeting called to order 9:07am by Penny Nemitz.

**Treasurer’s Report:** Income: $0, Expenses: $324.53 for the chili cook off and $80 in gift cards totaling $404.53. Ending balance $4599.23. Motion to approve by Jen Schrock, seconded by Mike Franks. Motion carried.

**Secretary Minutes:** Motion to approve by Kayla Arnold, seconded by Mike Franks. Motion carried.

**Committee Reports:**

**Administrative:**

**Communications:**

* Spot Light on Staff- the template has been approved by branding and will be sent out today.
* The link for the survey was posted on the website.

**Development:**

* Might try to sell some apparel at the Scarlet, Grey, and Green Fair.

**ATI, HR, South Centers & USDA**

* ATI-Preparing for finals, and 126 graduates planning to walk at the graduation ceremony, every incoming freshman this fall will be getting an ipad.
* South Centers-Hops Conference went really well. New this year they will be planting PawPaws, kiwi, and figs.

**On Going Business:**

* Survey to staff- 120 responses received so far. The survey will remain open until 4/20/18.
* Food Trucks- Working to schedule 2 food trucks, 3 days this summer.
* Redistricting- The sub committee met and discussed how to redistrict, how to rotate the chair between ATI & OARDC, and how to better represent the outlying stations.
* Discussed creating a document outlining Council member’s responsibilities.
* Goodwill Bins- Jen scheduled the bins to be delivered to the Applewood Housing Office from April 16th-May7th. Looking into getting 2 bins for Research Services.
* WCSC is hosting the CFAES SAC meeting in Wooster on May 10th at the pavilion in the arboretum. Getting El Camp for lunch and tour the arboretum after.
* Fair- The tent and space have been paid for. Working to make our tent more cohesive with the extension tents. Will not be having a featured department, and try to use the Wiz Bang Show space for programming during the week.

**New Business:**

* Discussed options for a fall festival.

Motion to adjourn by Jean Haught, seconded by Kimberly Sayers. Motion carried.