**Wooster Campus Staff Council Meeting Minutes**

**July 11, 2018**

**Present:** Kayla Arnold, Robin Frazier, Jen Schrock, Whitney Briggs, Maria Hernandez, Travis Morris, Jean Haught, Bryan Dodrill, Penny Nemitz, Mike Franks, Beth Rigsby, Roberta Franks, Mike Jeffers, Kimberly Sayers

**Absent:** Brandon Lawwill

Meeting was called to order at 9:03 am by Penny Nemitz.

**Treasurer’s Report:** Motion to approve by Jen Schrock, seconded by Whitney Briggs, motion carried.

**Secretary minutes:** Motion to approve by Kayla Arnold, seconded by Jean Haught, motion carried.

**Committee Reports:**

**Administrative:**

* The new Associate Dean has started.
* Redistricting has been put on hold until we can get answers about the outlying stations.

**Communications:**

* Spotlight on Staff- Having an extremely difficult time getting the questionnaire back from the individuals selected. Discussed having to share the names within our meetings so staff members can contact individuals in their district to complete the questionnaire.

**Development:**

* We may try to sell apparel at FunFest.
* Some items are starting to run low. Will we need to or be able to order more?

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

* South Centers- the Hops and Paw Paw workshops went very well and were well attended. They are getting ready for the upcoming soil and water field night.
* ATI- First orientation of the summer is completed. It was held in Fisher again this year.
* USDA- Carolyn will no longer be on the council and her position will need to be filled.

**On Going Business:**

* **Fun Fest-** Location will be either the SAC or Café Carmen on August 16th or 17th. Penny will reserve.
	+ Decided on the following activities: Tug of War, bingo, guessing jars, raffle, hole in one, and corn hole.
* **Staff Appreciation week**- the food trucks and Hartzlers ice cream will be here July 18th. Bryan will get the list of staff members, and Jean will pass the coins out to the departments.
* **Winery tour-** Penny will RSVP with Troutman’s. It will be $50/hour for the room rental that we will cover and participants will pay $5 for the tasting.
* **Fall Festival-** Mike will be talking to others around campus that may want to help with some type of fall activity.
* **Member Expectations**- Kayla revised the document and sent to council members to review and discuss at a later time.
* **Fair**- Whitney, Jean and Jen volunteered to be on the fair committee.

Motion to adjourn by Jen Schrock, seconded by Mike Franks, motion carried.