



Classified Employee Council Meeting August, 13 at 9:30 a.m. Facilities Services Break Room

Meeting Minutes

- I. **Call To Order** at 9:35 by Jeff Cook
- II. **Establish Quorum**- Quorum established with Jeff, Jacque, Karie, Peggy, Sally present and Kevin joining at 10:00.
- III. **Approval of Agenda**- Motion made by Peggy to accept with changes. Second by Karie. Motion passed
- IV. **Approval of Previous Meeting Minutes – 07-09-2008**, Sally moved to accept with the following changes: add “e” to Karie’s name, remove “i” from Jacque’s name. Motion seconded by Peggy. Motion passed.
- V. **Treasurer’s Report**-No treasure’s report as Jacque’s computer not working.
- VI. **Old Business**
 - a. Craft Fair-Set for Saturday, November 1, 2008 from 9:00 am-4:00 pm with the SUB being opened by 7:00 for booth set up. Those who are able will meet with Stephanie Lewis this week to do a “walk through” to determine how many booths the SUB will accommodate and what other needs we may have. Peggy talked to Chef Charles about getting a waiver so we may serve food and/or snacks with Sodexo’s contract being in place. He said to talk to him later in the month of August as the new person in charge should be here by then and have more authority to grant the waiver. It was suggested that booth fees should be \$25.00 without electricity and \$30 with electricity, but would decide more definitely after talking to other “Crafters” with more experience. Peggy will check on cost of

running ads in the newspapers and possibilities for flyers. Decided to meet again on September 3rd to discuss Craft Fair.

Jacque agreed to see about getting a plaque for Chef Charles in gratitude for his help with the Spaghetti luncheons, and one for Dominos for their donations of breadsticks.

- b. Classified Employee Shirts- We agreed that we're all happy with our polo shirts. They seem to run a little large. Decided to make them and other styles available for purchase to all Classified Employees, with the possibility of a slight mark up which would go into the CEC fund. Kevin is going to get samples of shirts which we will have on display at the general meeting and be prepared to take orders at that time.
- c. Bylaws-Jacque and Jeff cleaned up and made the needed changes to the official Bylaws. Peggy will print, add covers and put three copies into binders to be delivered to Dr. Svaldi, Bill Manshiem (who is the CEC sponsor) and to Human Resources.

VII. New Business

- a. Welcome Packages-Due to many technical problems and people being out of the office, the Welcome Package letters went out to parents late, consequently Jacque has been inundated with calls from parents informing her that they didn't receive their letters in time to put in their orders by the deadline date of August 13th. Jacque spoke with the company who's handling this and it was decided that parents have until the end of August to get their requests in. The packages will be a little late. (about 2 weeks after school starts)We will hand deliver when they arrive. Peggy and Kevin offered to help with deliveries.

- b. Autumn at Adams- We have been asked by the Autumn @ Adams committee to have a Baked Potato sale and use as a fund raiser for the CEC. We all agreed this would be a good idea. Kevin will know the exact date after his meeting on the 14th. Kevin offered to provide green chile topping. Sally will provide red chile topping. Other toppings that were suggested were Sour Cream, Butter, Cheese and Chives. Peggy will check with local potato farmers to ask for a donation of 50 pounds of potatoes to be baked by Council members and kept warm in roasters. We have some plastic ware. Jeff and Jacque to check on getting the “boat” shaped trays from Northern Paper Company.

VIII. Reports

- a. Scholarship Report by Sally. The Scholarship application needs to be more easily accessible, including having it in the official ASC Scholarship guide and easier to find on the Web. Sally stated that two of the applicants missed the deadline (although they didn't qualify for other reasons) because they sat on someone else's desk for six weeks. We need to have the application instruct the student to mail it directly to the CEC Scholarship liaison. Peggy to check with Phil Schroeder in Financial Aid about getting it in the next Scholarship Guide.
- b. Presidential Meetings- We all agreed that we need to start having them again, whether there are problems to discuss or not, as this will keep communication lines open.
- c. Statewide Liaison Council-Report by Jeff. The state council is discouraging support of the Colorado WINS project. Some of the concerns that were expressed were: The person in charge seemed to feel that he could dictate who the Rich Gonzales could talk to and who he couldn't. The people promoting this were not

even from Colorado, but from the Southern states and have no interest in Colorado employees.

Governor Ritter is considering a 4-10 work week for some institutions as a way to save fuel, not only by vehicle usage, but also by heating and lighting buildings. We'll hear more about this to come.

Two new programs available to state employees are: CSEAP, which is an avenue where employees can discuss work and/or personal issues in confidence with a professional counselor. Another is the OMBUS program which is totally confidential. The counselor does not write down the persons name or any other personal information. Both programs are free of charge. Jeff had brochures which included web sites and phone numbers for us to provide to our employees.

The state is going to change the wording in the Leave Sharing section to read, "life changing" instead of "life threatening", as this improper wording has caused some serious problems for some employees in the state. (See the Stateline Newsletter for details.)

- d. **Web Update**-Karie demonstrated some of the work she's done to update and improve the CEC web page. It was noted that she's doing a great job on this. All newer minutes are posted and Peggy will get CD of older minutes to her so she can post them as well.

IX. Set Next Meeting Date September 3rd to discuss Craft Fair and

Autumn @ Adams Potato Bake only. The regular Council meeting will be held on September 10th to discuss the General meeting, which will be held on October 15th.

- X. Adjourn**- Peggy moved to adjourn at 11:14 which was seconded by Karie, motion passed.

Respectfully submitted by

Peggy Dunn, Secretary