



**Classified Employee Council Regular Meeting  
Wed. January 6, 2010 at 9:30 am  
Facilities Services Break Room**

**Meeting Minutes**

- I. Welcome and Call To Order** at 9:35 a.m. by Jeff Cook.
- II. Establish Quorum**
  - A. Council members present: Jeff Cook, Kevin Ruybal, Sally Kelly, Randy Smith. Karie Velleses and Kristin Young-Jaramillo arrived at 9:36 and Peggy Dunn arrived at 9:37.
  - B. Also present – Tammy Lopez, Executive Director of Foundation Institutional Development.
- III. Approval of Agenda**
  - A. Motion to approve agenda by Kevin seconded by Randy. Motion passed.
- IV. Approval of Previous Meeting Minutes.**
  - A. Motion to accept minutes by Randy, seconded by Kevin. Motion passed.
- V. Treasure’s Report**
  - A. Current balance - \$633.49. \$513.54 earned from Gift Basket Fund Drive.
  - B. \$1,617.40 spent.
  - C. Motion to accept report by Peggy, seconded by Randy. Motion passed.
- VI. Foundation Report – Tammy Lopez**
  - A. Came to speak to the Council to clear up any questions about the Scholarship fund. The account is set up so it acts like an endowment.
  - B. Currently \$55,005.79 in main fund with \$68.00 being added monthly. The second part of the fund is left to earn interest and pay out scholarships. The main fund is not permanently restricted, the second fund is. Whatever the balance is at the end of the fiscal year is multiplied by the rate the Board allocates. At this time the Foundation is not matching funds
  - C. Our fund is set up as “Temporarily Restricted” so the monies can not be accessed by anyone other than the CEC Scholarship.
  - D. Tammy will provide a report of our fund as needed if we will send her an email request.
- VII. Old Business**
  - A. Gift Cards – 8 were undeliverable. Jeff will keep trying. We need to decide if we should restrict the number given out in the future.
  - B. By-Laws need to be corrected and sent out. Peggy and Sally WILL get this done.
  - C. Final Exam Packs – 4 were ordered, 3 picked up. 1 is still in Karie’s office.
  - D. Web Site. Updates need to be made. Karie will work on as time permits.

**VIII. New Business**

- A. Valentine's Day Luncheon. Will be February 12, 2010. Jeff will handle arrangements with Sodexo. We hope to keep price at \$7.00, if the cost to us does not increase.
- B. We need to edit and print tickets and Dessert Auction cards
- C. We will meet on Wednesday, Jan. 13, 2010 to discuss the Luncheon.

**IX. Scholarships.**

- A. Three scholarships were awarded. Bennie Chacon, Kevin Daniel, and Kristina Daniel.

**X. Next Meeting Date**

- A. Date set for Wednesday, February 3, 2010 at 9:30 am.

- XI.** Motion to Adjourn made by Randy, seconded by Peggy. Motion passed. Meeting adjourned at 10:29 am.

Respectfully submitted by Sally Kelly