



**Classified Employee Council Regular Meeting
Wednesday, November 12, 2008 at 9:30 a.m.
Facilities Services Break Room**

Meeting Minutes

I. Call To Order by Jeff Cook at 9:40

II. Establish a Quorum-

Jeff Cook, Peggy Dunn, Sally Kelly, Kevin Ruybal, Roselie Schlaufman, Karie Young, Jacqueline Vigil joined at 10:00

III. Approval of Agenda (with or without changes) Peggy motioned to approve agenda, seconded by Sally

IV. Approval of Previous Meeting Minutes- On page 5 change "who's" to "whose" motion by Kevin, second by Karie.

Treasurer's Report- See attached. After all money is deposited, we should have about \$50,000 with Foundations' match.

V. Old Business

a. **Craft Fair-** Karie offered to get an exit survey set up on Zoomerang which would include questions such as: What did you like about the Fair? What didn't you like about the Fair? What could we do to improve next year? Was the vendor fee reasonable? Was your area acceptable?

If held again next year, it should be the same time, first week-end in November.

We should start announcing it to the public sooner next year.

Thank you notes were signed for:

Maria Vigil (donation of Chili and help on the day of the Fair)

David Martinez (help on Fair day)

Mike (Jeff's friend)

Crystal Mascarenas (preliminary organizing and advising)

Rodney Martinez (Chili)

Rodney's crew (set up)

Gary Jones (wooden stool)

Cards were also signed for Colorado Farms for their donation of potatoes and

Ford Farms for their donation of potatoes for Autumn @ Adams fund raiser.

There was left over butter and sour cream, we can pick up in Jeff's shop after this meeting. Left over pop is for sale at \$.50 per can.

- b. **Bylaws-** Peggy will get hard copies to Dr. Svaldi, Bill Manshiem and Human Resources. Karie will put electronic copy on the CEC web site.
- c. **Shirts-** We have 14 orders for shirts. We're going to go ahead and order now for delivery by December 1st. This first order closed on November 10th. We will do another order early next year for any late comers. Council will make \$5-\$8 on each sale.
- d. Kevin suggested cutting back on fund raisers. We don't get enough help from other Classified Employees and it's taking a lot of our time.
Jeff suggested, again, putting our own Welcome Packages together. The packages consist of: WELCOME, HALLOWEEN, VALENTINE'S, and students receive FINAL EXAM. packages in Fall and Spring. It was mentioned that that would require even more of our time. We decided to discuss this in more detail at next months' meeting.

VI. **New Business**

- a. **Holiday Fund Drive-** Peggy passed out the color copies of the flyers which Claire designed. She asked council members to distribute around campus. Dr. Svaldi

has given permission for staff members donating \$5.00 or more to wear jeans on Friday November 21. Donations will be given in the form of gift cards to needy ASC families to have a happier Holiday Season.

VII. Reports

- a. **Statewide Liaison Council-** Jeff and Kevin attended this meeting in Fort Collins in October. They reported that it was somewhat disappointing as none of the scheduled guest speakers showed up. They did elect new officers, with Jeff being on that council as Southeast Colorado Rep.

They were informed that most retirement plans nationally, are 71% funded where as PERA is 85% funded. Jeff will be sharing more statistics with us through e-mail but was informed that PERA is pretty secure by comparison.

- XI. Set next Meeting Date-** Wednesday, December 3, 2008, at 9:30 a.m. in Facilities Break Room
- X. Adjourn-** Motion to adjourn at 10:47 by Kevin, second by Karie.

Respectfully Submitted,

Peggy Dunn, Secretary