



Classified Employee Council  
**CLASSIFIED EMPLOYEES' COUNCIL MEETING**  
November 10, 2004

Rodney called the meeting to order at 1:28 p.m.

Members present: Rodney Martinez, Jennifer Yund, Stacie Dove, Karen Melgares, and Cheryl Ravens. Excused: Andrea Benton-Maestas and Patrick Roybal.

Approval of Agenda: Stacie motioned to approve the agenda, seconded by Karen. The motion passed unanimously.

Approval of Minutes: Minutes from the October council meeting along with the October general meeting were approved. Motion by Jenny, second by Karen. The motion passed unanimously.

Treasurer's Report: Jenny provided a report indicating the club account balance as of October 30, 2004 was \$931.37. This balance does not reflect outstanding amounts due from the print shop (flyers for the general meeting) or Sodexo (refreshments for the general meeting). Son/daughter balance as of October 30, 2004 is \$1500.00. ASC Foundation balance as of October 30, 2004 is \$41,170.56. The amount of \$107.95 plus match for August/September is not reflected in this report. Jenny will check with Andrea regarding any amounts outstanding to Wal-Mart with regard to the classified picnic.

Karen made the motion to move \$1500 from son/daughter into the foundation account, second by Rodney. The motion passed unanimously. Jenny will process the transfer.

Old Business:

- General Meeting Review - One of the surveys received from the general meeting addressed the jean policy (or lack thereof). The employee would like to see something in writing. Rodney, as council president, will schedule a meeting with Dr. Wueste to discuss.
- T-shirts – email your t-shirt size to Rodney. Karen raised a concern with regard to the cost of the shirts and the club account paying for the shirts. After discussion, it was agreed to go forward with the purchase of the shirts.
- Scholarships:
  - (a) brochures – check with Andrea
  - (b) change to bylaws – move to old business for December
  - (c) letter to foundation – check with Andrea
  - (d) deadline – discussed at general meeting – keep deadline at March 15

On-going Business:

- Newsletter – Cheryl will follow-up with Julie W.
- Care packages – 720 additional letters were requested for local students who do not live in the dorms. There were several errors in the new letter – discovered after they were mailed. The return address was incorrect as well as prices. After some discussion, Stacie offered to re-send a notification with the correct information and an apology to parents for the miscommunication.
- Heidi-Ho Nut Sales – contact Rod – he will deliver nuts to your area – each can sells for \$20 apiece – our cost is \$15.33 each. There was a \$.33 increase/can this year.

New Business:

- Dress code – see item under old business with regard to jean policy.

- Communication/Wueste's request – prior to the next general meeting we will be sure to send an agenda in advance to President Wueste. We still need to discuss trustee issue.
- Holiday Gift Basket – spread the word – donations accepted through 12/1/04. Financial aid and housing offices have been contacted to provide list of deserving students. A motion was made by Jenny and seconded by Karen to dip into the club account if need be to supplement costs for baskets. Motion passed unanimously.
- Recommendations for by-law changes – see 2<sup>nd</sup> bullet under scholarship results.

Future Agenda Items:

Leave open.

Committee Report:

- CWAC – no report – this committee has not been meeting.
- Statewide Liaison Council – minutes will be sent to Rodney. No one attended November meeting due to a miscommunication. Our campus report was however submitted. The February meeting is at CU Boulder.
- Scholarship –see comments above.

Meeting adjourned 2:47 pm

Respectfully submitted,  
Cheryl A. Ravens