Meeting Minutes

I. Call To Order at 1:40pm by Jeff Cook
   Council members present: Kristin Young-Jaramillo, Brenda Wilson, Patti Ortiz, Mitch Vigil, Dodie Day, and Jeff Cook. Lisa Brown and Elaine Went were absent.

II. Approval of Agenda
    Add Health care and compensation to agenda. Motion to approve agenda with additions was made by Dodie Day seconded by Mitch Vigil. Motion passed.

III. Approval of Minutes from last Retreat
    Motion to add minutes from 6/21/12 meeting was made by Dodie Day, seconded by Brenda Wilson. Motion passed.

IV. Election of Officers and explanation of duties and expectations:
    A. Dodie motioned to postpone because Elaine was not here yet. Patti seconded. Motion passed.

V. Set 2013-2014 Meeting Schedule
   B. Regular council meetings shall be held the first Wednesday of every month at 3:00 pm in the Facilities break room. Jan. 8, 2014-1st mtg. of the year, and May 7, 2014-Retreat.

VI. Review and adjust goals from May 19, 2011
   A. Goals for 2013-14 will be the following:
      2. Care Packages- Dodie will do 1 more year.
      3. More communication with Classified employees on money raised—work on the custodial side. Bosses have to let employees off.
      4. Web Site and E-mail – Patti-on-going
      5. Talked about T-shirts for Council- Send your sizes to Lisa.
      6. Records clean up – Patti continue
      7. Continue to build bank balance – Council-continue
      8. Meet with President Svaldi – Council(after this meeting).
      9. Create flyers informing new and continuing employees of the scholarship availability and deadlines. Scholarship committee responsibility.
      10. Purchase a new Banner-ASU- for the CEC to use at functions.-Jeff will work on.
11. Get all public information about Scholarship updated and reading the same. Need to clarify all Scholarship guidelines in the By-Laws.—Scholarship committee responsibility.
12. Deepen the relationship between HR and the Classified Staff.—also CO-WINS.
13. Send out updates on what’s been done in CEC meetings.
15. Any other goals?

V. Plan Fundraising
   A. Craft Fair- Dec. 7, 2013- Jeff will chair. Plachy Hall is being remodeled, so back to the SUB. Entry fee $20 per booth. Down on vendors this year.
   B. Spaghetti Luncheon-Rodney-contractor. Ran out of food this year.
      1. The auction and the taking of money was chaos.
         Have to simplify cards. The Board will be out of town this year. Change menu? Change time?
         Change Name?
      2. Will discuss at regular meeting next month.
   C. Exam Packs-Dodie Day will continue 1 more year.
   D. Holiday Fund Drive-Christmas Only-stay with contacting Housing Office/Athletics/all chairs-for recipients.
   E. Shirts-Send sizes to Lisa for Council.—Give Kristin one.
   F. Garage Sale-Sat. 8/24/2013-Library Parking Lot $10 per space/$15 per table and chair. 7AM-1PM. Flyers on Faculty Drive and the dorms after opening weekend. Cards with check-in info.
   G. Break 2:40-2:50 PM.

VI. Social—July 17, 2013 on the Campus Green at 12 noon
   A. Good location. Better turnout at noon. 11:30 AM – 1 PM.
   B. Dodie needs help with raffle stuff.

VII. Back to Election of Officers
   A. Secretary – Brenda Wilson will continue. Nominated by Dodie, seconded by Jeff Cook. Election unanimous.
   B. President – Jeff Cook will continue for 1 more year.
      Nominated by Brenda, seconded by Patti. Election unanimous.
   C. Vice President – Mitch Vigil was nominated by Dodie, seconded by Patti. Election unanimous.
   D. Treasurer – Lisa Brown was nominated by Dodie and seconded by Mitch. Election unanimous.
   E. Webmaster for CEC – Patti will continue. Nominated by Dodie, seconded by Brenda. Election unanimous.
F. Statewide Liaison Council Representatives (2) – Dodie nominated Patty and Jeff, seconded by Mitch. Election unanimous.

G. ASC Budget Committee Representative – Lisa Brown was nominated by Jeff, seconded by Dodie. Election unanimous.

H. Sergeant at Arms—Dodie was nominated by Patti, seconded by Brenda. Election unanimous.

VIII. Discussion/ By-Laws/ Survey/Scholarship Committee/ Health Care and Compensation Plan

A. Page 1 –Delete CEC Educational Grant and K-12 Enrichment. See Constitution and Bylaws booklet for complete revisions.

B. Council member absences—Enforce More!

C. Make list of classified employees for General Meeting.

D. Scholarship Committee discussion.
   2. Ask Andrea Maestas to step down because she is no longer a classified employee.
   3. Add Karen Melgares to committee.

E. Card and gift for Kristin.

F. Survey—Talk to Elaine about developing one.

G. Compensation and Health Care—Dodie explained each and provided handouts.

IX. Adjourn

A. At 4:45PM Jeff Cook motioned to dismiss and Dodie Day seconded.

Respectfully submitted by Brenda Wilson, Secretary.