Meeting Minutes

I. Welcome and Call To Order at 2:10 p.m. by Jeff Cook

II. Establish Quorum
   A. Council members present: Jeff Cook, Lisa Brown, Leslie Widger, Brenda Wilson, and Dodie Day. Patti Ortiz and Mitch Vigil were absent.

III. Approval of Agenda
   A. Add Holiday Fund. A motion was made to approve the agenda by Lisa Brown, it was seconded by Dodie Day, and the motion passed.

IV. Approval of Previous Minutes
   A. A motion was made to approve the 9-11-2013 minutes by Dodie Day, was seconded by Lisa Brown, and the motion passed.

V. Treasurer’s Report
   A. Lisa had no report.

VI. New Business
   A. Craft Fair
      1. Decided on Snowman ad.
      2. Poster boards are ready.
      3. Invitations/ stamps/ envelops are needed.
      4. Dec. 7, 2013 in McDaniels Hall 7AM-5PM.
      5. Have Patti put on web-site.
      6. Dodie will schedule and reserve area and Lisa will do the Berna paperwork.
      7. Dodie suggested a Baked Potato Bar to raise money. Lisa will supply the potatoes. Green chili, toppings, etc.
      8. Bobbi Maul will do the hot chocolate.
   B. Scholarships
      1. Jeff explained the Foundation to Leslie. $61,730.78.
      2. Leslie questioned Scholarship process.—One application was turned in and read by someone not on the committee. She will think about how to handle this.
      3. Dodie will check with Tammy Lopez for a quarterly report.
   C. Bylaws
      1. Dodie reported that only the K-12 Enrichment was deleted last time according to Sally Kelly’s notes.
      2. The CEC Enrichment Grant stays.
      3. Dodie will update and make changes to submit to Jeff and deliver to appropriate people.
4. Jeff will set up meeting with the president because we have 2 new members: Mitch Vigil and Leslie Widger.

D. Holiday Fund
   1. Dodie did a new poster last year and will update this year, but will not contact Admins or do Jeans Day.
   2. Leslie volunteered to do that and the cans.

VII. Old Business
    A. Website
       1. No report because Patti was gone.
       2. Jeff said to remind Patti to change Lisa Brown from Purchasing to Facilities, and to add Leslie Widger—School of Business X7161.

VIII. Set Next Meeting Date
    A. Meeting set for December 9, 2013 @ 2PM.

IX. Adjourn
    A. Leslie Widger made a motion to adjourn @ 3:07 PM, Dodie Day seconded, and motion passed.

Respectfully submitted by Brenda Wilson