Staff Association Executive Board Meeting  
Minutes  
Wednesday, August 23, 2017; UC 303

I. Call to Order
   a. Stephen

II. Roll Call
   a. In attendance
      i. Stephen Cucchiara
      ii. Meghan Murphy
      iii. Cindy Norton
      iv. Shannon Cable
      v. Paul Mendoza
      vi. Heather Nicholson
      vii. Sarah Elsey
      viii. Sarah Mensch
      ix. Renee Rudolph

III. Approval of Minutes

IV. Committee Updates
   a. Welcome Committee Intros and Updates
   b. Onboarding/Transition Plans
   c. Policy Subcommittee
      i. Meghan moved to create Policy Committee, Paul Seconded, all in favor
   d. Programming Subcommittee
      i. Decided to vote on this in October, we want a speaker at each event, opportunity to get other staff involved as members of the committee, looking for a chair- Sarah Mench may be able to work on this

V. Treasurer’s Report

VI. Colorado Combined Campaign Discussion
   a. Looking for a person to Chair and other to serve on this committee- Sarah Elsey may be able to help

VII. Save the Date Card and Tabling Ideas
   a. Discussed opportunities to table to market Staff Association
   b. Ideas include events or times in academic/admin buildings, giving out treats, order a table cloth
VIII. **Review of Retreat and Goals**
   a. Staff Recognition - process for events and beyond
   b. Newsletter - Job of the secretary, Shannon this year, looking at some newsletter software, i.e. MailChimp
   c. Leadership Academy - offer this as an event through staff association is one idea, may in a condensed format
   d. Certification Compilation
   e. Solicitation of Feedback

IX. **Agenda items for chancellor Meeting**
   a. Restructure - VCSS and VCAF
   b. WHY statements
   c. Staff Recognition Letters
   d. Staff Association Goals
   e. Policy and Programming subcommittees
   f. On-boarding
   g. Upcoming events

X. **Upcoming events**
   a. Fall breakfast - Wednesday, September 27 (7:30am; Berger Hall)
   b. Educational Event - Wednesday, November 15 (3pm; UC 116)
   c. Winter Luncheon - Thursday, December 14 (11:30am; Berger Hall)