

Staff Senate Meeting Minutes
Tuesday, October 29, 2019
Mt. Con Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present: Frances Holmes, Peggy McCoy, Casey Vanatta, Debbie Luft, Tristan Sewell, Kathy Stevens, and Marcia Lubick

Absent: Niki Wilcox, Denise Herman, Kinsley Rafish, Angela Stillwagon,

Minutes: Minutes from the October 15, 2019 minutes were approved as amended.

New Business:

Ask the Senate: (Frances, Casey) No questions.

New Employee: (Frances, Marcia, Kinsley, Tristan) No report.

Pat on the Back: (Frances, Marcia, Casey, Kinsley) Three new nominations: Eric Luther, Shauna Savage and Brian Moyer. Frances and Marcia will deliver the certificates.

Lunch and Learn Update: (Debbie, Denise, Kathy, Niki) Frances hasn't heard anything else from Dr. Cook about the Chancellor's contribution to help finance Lunch and Learn lunches. She will contact Victoria the week of November 3rd to schedule a meeting with the Chancellor.

Kudos to Kathy Stevens for picking up a gift to give to Marsha Goetting on behalf of the Staff Senate, Thank you Kathy.

With our limited Budget it appears that we may only be able to do one more Lunch and Learn this fiscal year. In light of the requests that have been made by people who attended the September Lunch and Learn, we will try to bring Marsha back on campus in the Spring.

Kathy will contact Marsha to get available dates so we may begin planning at the next meeting.

Should Marsha not be available, Julie Crnich from the United Way would be available to do a presentation.

Budget Report: (Peggy, Marcia) Marcia reported:

Beginning Balance	\$1,100.00	7/31/2019
Dinning Services	-\$337.50	Sept. 17 Lunch and Learn
MSU Extension	-\$47.43	Sept. 17 Speakers Mileage
Remaining Balance:	\$715.07	10/21/2019

Scholarship: (Casey, Angela, Kinsley) The committee will talk to Shannon about the scholarship.

Events Committee: (Frances, Marcia, Peggy, Kathy, Kinsley, Marcia)

Clothing drive - Peggy will send out a campus wide email advertising the clothing drive. Boxes will be picked up beginning November 3.

Food Pantry - Kathy picked-up pamphlets from the foodbank to distribute across campus. If you know of individuals in need of food assistance encourage them to go to the Food Bank. When applying at the Food Bank applicants need to take social security numbers for all members of their family, a current power bill with street address, and current income for all members of the family. Apply between 9:00 am and 11:15 am M-F. For more information check their website <https://www.buttefoodbank.org>.

Gift Wrapping - RuthAnne Shope is leaving Montana Tech, however she is going to continue as advisor for this one last Holiday Care service project that the Circle K club supports. Departments and individuals are encouraged to participate. See RuthAnne's email from October 25, 2019 for more information. The Staff Senate will participate by helping wrap the gifts for the families.

December Commencement – December Commencement will take place in the HPER on December 6. Plans haven't been finalized. Frances will let Victoria know that Staff Senate is available to help. In past years Staff Senators have given out drink tickets and helped answer directional questions.

Shared Governance: (Frances, Kathy, Debbie)

Dr. Cook - Frances will try to setup a meeting with Dr. Cook.

Elections - (Frances, Marcia) Nothing to report.

Bylaws Review_ (Frances, Debbie, Angela) No report.

MUSSA Report - (Frances, Peggy) Both Frances and Peggy had schedule conflicts and were not able to attend the last scheduled MUSSA meeting.

Staff Recognition Committee - (Peggy, Casey, Kathy, Denise) Frances will discuss with the Chancellor.

Newsletter Committee - (Niki, Denise, Peggy, Angela) The Fall Newsletter was sent out on October 25. Start thinking about articles for the next newsletter.

Old Business:

Staff Senate Photo: We will take the Staff Senate photos in December.

Status of Shirts: Kathy and Tristan exchanged shirts.

Marilyn Patrick – Frances has emailed Marilyn and her supervisor that Marilyn's seat has been declared vacant.

Round Table/Updates:

Meeting Calendar: Frances will get Staff Senate meetings scheduled with Brian Moyer for the next year.

The Schedule for the remainder of the year and the beginning of 2020 is:

- November 12
- November 26
- December 10
- December 24 cancelled – Christmas Eve – no meeting
- January 7 cancelled – Spring Semester starting – no meeting
- January 14, 2020 – First meeting of the year

Meeting Adjourned.

Next Meeting: Tuesday, November 12, 2019 at 9:00 a.m., Mt Con Room of the Student Union Building.

**Respectfully submitted,
Marcia Lubick, Staff Senate Secretary**