I. Welcome
   a. Present members include: Josh Curtin, Kershawnda Johnson, Mike McNeely, Polly Conger, Janie Moody, Christy Barry, Gena Wilson, John Wilson

II. Approval of Minutes
   a. Josh Curtin moved to approve the minutes, seconded by Janie Mooney.

III. Treasurer Report
   a. $895 is currently in the budget.
      i. $1000 allocation from Doctor Patterson-
         1. $25 from Staff Senate Dues
         2. $80 Conference Fee
   b. $391 in agency budget
      i. Paid $150 for 3 scholarships

IV. Chair’s Report
   a. Talisha was at Staff Senate Conference
   b. Book Scholarship Winners were Dreena Hoffman, David Jenkins, and Jill Hohnecker, they got their $50 book scholarship

V. Human Resources Report
   a. Had 76 participants at the Benefits Fair
   b. Open Enrollment in November 2-13
   c. Annual training is still ongoing

VI. Staff Relations and Recognitions Report
   a. Anniversary Recognition will be discussed more at the October meeting; possibly including in The Breeze that goes out. HR can pull the report, just need to know the milestones we will be recognizing. Will finalize the timeline for implementing this and gifts that will be awarded. Proposed to start in January.

VII. Public Relations and Communications Report
   a. No report

VIII. Fundraisers and Sponsorships
   a. Working on securing raffle items and the process for that.

IX. Community Service and Philanthropy
   a. Need to decide on project, date, and time. Campus Pride would be an easy project and help the entire campus community. Could be a competition. November 14th is preview day. Get sororities and fraternities involved. Will work with Physical Plant to see what needs to be done in addition to picking up trash.

X. Old Business

XI. New Business
   a. Thanksgiving Potluck, when would be begin advertising. This is typically on a Thursday, will probably be November 19, did we want to maybe change the date? Advertised the luncheon and the Silent Auction. Will work on getting information out about the silent auction basket so we can learn the different themes. Try to keep the baskets between $25-50 range. Look at maybe doing door prizes.

XII. Announcements
    a. Next Meeting: October 28 at 3pm in the SGA Conference Room

XIII. Adjournment
    a. Meeting adjourned at 3:25pm

Submitted by Christy Barry and Jill Hohnecker

“One Team, One Mission”