I. Welcome
   a. People in attendance: Darcy Bragg, Tish Andrews, Janie Mooney, Genal Wilson, Jill Hohnecker, Ted Norris, Courtney Harmon, Mike McNeely, Karen Halloway, Dreena Hoffmann, Allison Fleet, Julian McCullough, Bob Slender, Christy Barry

II. Approval of Minutes
   a. Motion made by Darcy, seconded by Mike

III. Treasurer’s Report
   a. The only thing that has been spent is the registration for the USGSC conference.
   b. August Budget Update ($1611.58 in the Agency Account. This money carries over. $1,000 in the Presidential Allocation. This money does not carry over.)

IV. Chair’s Report
   a. President will have staff small group meetings before the end of the semester.
   b. Provost Search – have met twice and have subcommittees working on job description and duties and the other is doing the leadership profile. Will be doing a virtual meeting next week. The deadline to get to the President is October 3.
   c. Courtney will be serving as the representative and will bring back a report.

V. Human Resources Report
   a. Health Trails – registration is ongoing. The challenge begins October 2. They have subsidies for FitBits and 5 employees per campus will win some type of prize. Tracking virtual miles: steps, being kind, daily quizzes, water intake. They have wellness initiatives coming down the pipeline so look for that. There is a Health Trails WebX on Thursday, September 28.
   b. Open Enrollment – Benefits fair is October 4, 10am-2pm in the Intramural Gym. Will be offering flu shots that day for full time, benefited employees, just bring your insurance card. Open Enrollment is October 30-November 11.
   c. EAP – Free counseling (4 sessions, per occurrence) over the phone available to any full or part-time employee or anyone in their household.

VI. Staff Relations and Recognitions Report

VII. Public Relations and Communications Report

VIII. Fundraisers and Sponsorships
   a. Book scholarship Fall 2017 – Had three people apply. Courtney Harmon, Allison, and Angela Smith won. Will be getting gift cards out next week.
   b. Gift Basket Auction and Annual Thanksgiving Meal – agreed that this was a good event and becoming a traditional GSW Event. Christy will send out more information next week. We pay for meat and drinks and people bring side-dishes

IX. Community Service and Philanthropy

X. New Business
   a. Looking for volunteers for Taste of Sumter, Saturday, September 30 11am-3pm, downtown Americus.
   b. GSW Library is having a book fair in September 28 from 10am-6pm.
   c. Preview Day is November 11.
   d. Furlow is recruiting for their board.
   e. Cowpoke Carnival is October 7 at the Fairgrounds. Breast Cancer
   f. Andersonville Historic Fair – October 7
   g. Fall Fest – Looking for players for the basketball game, if you’re interested in playing email Darcy (darcy.bragg@gsw.edu). Other events going on that week. There will be a convocation that week with Mark Fomby.
XI. **Announcements**  
a. Next Meeting: October 25, 2017  

XII. **Adjournment**  

Submitted by Jill Hohnecker