

## Staff Advisory Council Minutes

### General Meeting

10/14/2021

[Microsoft Teams Meeting](#)

2:30pm – 3:30pm

- Call to order — Vena
  - 2:35 Start meeting
  
- Roll Call— Matthew
  - Ms. Grubbs, Gene Finkler, Carmelita Boyer, Doug Wright, Debbie Smith, Melissa Helpman, Marica Helpman, Sherita Golden, Betty Sugar, Matthew Brent-Manderick, Tracey Anderson-Russell, Nichole Bowman-Glover, Tommy Tucker, Vena Hill
    - Missing: Jason, Kat, Frank, Michael, Dustin, Aisha, Lawrence, Tracy
  
- Approving Minutes — Vena
  - Approved. Marica
    - Second. Betty
  
- Treasurer Update – Frank
  - Same as last month. **Reminder: need to move the money to foundation ASAP.**
  - General fund \$2700
  - 5K \$18,669.49
  - AD HOC \$549.25
  
- 5K Update — Nichole/Michael
  - Getting ready for Kick-off. Sponsorships are a focus. Please review sponsorship letter and levels. Please submit feedback to Dr. Nic.
  - If you of anybody who may want to be a sponsor, please let Dr. Nic know as soon as possible. She will reach out.
  - Already have connections/contacts with Delaware that we will explore more. If you are interested in participating in these subcommittees, please advise.
  - Teams. Built steam with the team program. Want to open it up and plan on looking into more options for this.
  - Looking for approval to have a blended 5k, virtual and live participation.
  - Not necessary to show up at all meetings. Please contact Michael for other ways you can help.
  - Dustin and Lisa will be doing seminars. (please pass ideas to Dustin)
  - Suggestions are welcome.

- Wellbeing Update — Nichole
  - Please make note of the Newsletter.
  - Tuesday at 11, you can bring questions about coins and benefits to Jason and Nichole.
  - Wednesday 12-1, local chiropractor is doing a session about working from home and what to watch out for.
  - Barnett McGowan from Voya Financial will be doing a “retirement Wellness” Thursday 10.21.
  - Last Tuesday 10/26 will be the Ohio Deferred Compensation will present “Invest in your Future” @ 11.
  - Vena suggested someone come speak about Vaccines. Nichole will investigate this.
  
- SAC Committees Report Outs – Tommy/Kat/Doug
  - Election and By-Laws: Doug
    - Elections and Bylaws Committee Update (10/14/21 - D. Wright)
    - Committee includes: Doug Wright (Chair), Ms. Grubbs (Co-Chair), Vena Hill, Aloysius Kienee, Frank Sugar, & Michelle Baker
    - Committee met on 08/24 and 09/14 to begin work and review proposed changes/additions to bylaws from previous committee, regarding past treasurer and purchasing/marketing procedures.
    - Bylaws have not been updated since Aug. '18.
    - Proposed changes/additions to bylaws from previous committee (past treasurer and purchasing/marketing procedures) tabled until next SAC meeting on 11/09 for approval.
  - Activities and Staff Enrichment: Tommy
    - Have not met yet
    - Look for an invite for November when we will begin brainstorming. Please come with ideas. (UPDATE. Meeting scheduled 11/5 @12:30.)
  
- COVID-19 Student Return to Campus and Instruction Group – Vena
  - Has not met in the past couple of weeks. Will be meeting tomorrow. Send any concerns to Vena. Call, E-mail. IM.
  
- Open Discussion/Questions – All
  - PLEASE LET EXECUTIVE TEAM KNOW IF YOU ARE GOING TO MISS A MEETING.
  
- Adjournment
  - 3:17 Doug
    - Second. Nichole

**Next General Membership meeting is November 9th, 2021 on Teams**