Call to Order: The meeting convened after the Award Ceremony and pictures at 10:48am, Chair – Mr. Kevin Gilley presiding. Mr. Gilley welcomed everyone.

Members in attendance: Sandra Brooks, Mark Burrow, Valerie Creveling, Burel Ford, Kevin Gilley, Robert Hanna, Robert Hendry, Jessica Henry, Janet Herington, Peter Ingwerson, Scott Johnson, Sonya Kraus, Mason Murphy, Meghan Parker, Paul Prince, Jeffrey Magnus (new member), Elizabeth Ramos, Summer Salazar, Jodi Torrez, Ray Wilson, Scott Plough

Members not in attendance: Amy Hilton (excused), Ronald Smith, Sarah Drennan (new member/excused)

Approval of Minutes: Motion to approve minutes by Jodi Torrez: Motion Carries

10:50 Old Business

A. External Committee descriptions: Sonya noted that she needs updates of descriptions
B. Treasury report update – cleared through Chair and Sonya has signed documents

11:10 New Business

A. Shared Drive: Amy Hilton – Meghan Parker reported for AH: Shared drives will be sent by Amy Hilton to access folders for each committee including forms and minutes
B. Internal Committee Updates
   a. Executive Council liaisons – updated copy that includes Chair and Council Liaison
   b. Timelines – Meghan Parker provided examples: August to August by December
   c. Reporting form – Summer Salazar will add to Forms folder in shared drive
D. Committee Reports
   a. Bylaws and UPPS (Sonya Kraus) – Sonya noted that they’ve hit 21 and the majority are up to President’s office. Reminder to meet with committee and Chair thanked her for her hard work.
   b. Compensation (Sandra Brooks) - Requested specific issues from staff council to bring up to HR in December. All questions from group should be submitted to Executive Committee by December Meeting
   c. Elections (Amy Hilton) – special elections to fill open positions: New Members were introduced: Jeffery Magness (jm27) and Sarah Drennan (sd33), make sure to nominate others.
d. Fundraising (Kevin Gilley) – Fall fundraiser: parking spot idea and grocery bags. Please send all fundraising ideas to Kevin Gilley

e. Online Technology (Ray Wilson) - Ray Wilson noted updated of their meeting with PR committee (notes attached).
   i. Facebook schedule: Monday – Perk of the Week, Tuesday – Department of the week, Wednesday – Do you know?, Thursday – Do you know about Staff Council, Friday – Spirit Day
   ii. Website is being updated with agendas and minutes. Pictures are being added and Ray needs roster of Staff Council that included Name, Department, email and net ID
   iii. Create a Twitter hashtag for Staff Council to increase awareness
   iv. Add “follow us on Facebook” on agenda that goes out to university

f. Orientation (Summer Salazar) – No report

g. Perks (Jessica Henry) - Jessica Henry noted that she met with Beneplace representative at Wellness Fair, Scott McGahey and he is going to provide direct link for Staff. They will pick best perks to go on Facebook

h. Public Relations (Burel Ford) – Wellness Fair: Burel Ford reported the importance of increasing awareness of Staff Council to our own departments across campus. Would like to increase the morale through recognition, introduce Staff Council to new employees via email, LinkedIn group.

i. Scholarship and Awards (Mason Murphy) – Will meet with Amy Hilton

j. Transportation and Parking (Lisa Ramos) – Lisa is researching dates of appeal

E. External Committee

   a. University Council committee update – Kevin Gilley noted that the University council is being dissolved. Chair will meet will All council

F. Staff Council Bylaws and Operating Procedures

   a. Bylaw Amendment:
      i. Article V. Organization, Section 5. Officer Vacancies: other officers, Section B. Meetings - #6
      ii. Currently reads as: “Staff Council representatives are expected to attend regularly scheduled meetings. Any member missing four (4) meetings in one fiscal year will default his/her position. If the position is defaulted, then that member is not permitted to serve on Staff Council for the following year.”
      iii. Proposed Amendment: Change “any member missing (4) meetings in one fiscal year will default his/her position” to “Any member who exceeds two (2) unexcused absences will default his/her position and must submit excuses to President and Secretary within 48 hours of the scheduled meeting.”
      iv. Rationale: Staff Council will function accordingly when all members are active and accounted for.

      v. MOTION: Moved by Jodi Torrez to approve amendment.
         1. RESOLVED: Motion carried.

   b. Bylaw and Operating Procedures Title Amendment
      i. Currently reads as: Texas State University – San Marcos
      ii. Proposed Amendment: Delete “San Marcos”
      iii. Rationale: All documents should be updated based on name change of Texas State University in September 2013
      iv. MOTION: Moved by Sonya Kraus to approve amendment.
         1. RESOLVED: motion carried.

G. Parking Lot
a. See Attachment from Jodi Torrez
b. Sandra Brooks noted that Staff Council should pay for food budget at Wellness Fair
c. Paul noted discussion about service vehicle parking at residence halls

12:00 Adjournment

*If you have an issue to bring before the Staff Council and would like to be added to our next agenda, please contact staffcouncil@txstate.edu.

*All minutes can be accessed by going to http://www.staffcouncil.txstate.edu/meetings/minutes.html

* Statements made during meetings of the Staff Council shall be privileged communication. Members and guests shall not be subject to retaliation or disciplinary action as a result of the expression of their views at Council meetings.