

## Wooster Campus Staff Council

May 10, 2017

**Present:** Kayla Arnold, Martha Bollinger, Mike Franks, Jennifer Fry, Jean Haught, Maria Hernandez, Travis Morris, Penny Nemitz, Kimberly Sayers, Jennifer Schrock, Cassie Sewell, Bryan Dodrill, Jane Douglas.

**Absent:** Whitney Briggs, Cathy Herms, Carolyn Heydon, Beth Rigsby

Meeting was called to order at 9:05 by Martha Bollinger.

**Treasurer's Report:** Total Expenditures were \$100. Total income was \$0. It was noted that apparel sales were made in the last month and will be shown next month. Motion to approve by Jen Fry, seconded by Jean Haught, motion passed.

**Secretary's Report:** Motion to approve by Jean Haught, seconded by Kimberly Sayers, motion passed.

### Committee Reports:

#### Administrative:

- Jane introduced Bryan Dodrill, the new Human Resources Associate who will be taking the place of Gwen Zimmerly as the HR representative for WCSC.
- Jen and Kimberly are going to work with the ATI director to find a replacement for Kelsey Rine position.
- Jen Fry is working on the WCSC pamphlet/flyer.
- Ice Cream Truck- Staff Appreciation week is July 24-28. Martha will contact Jingle Brothers to see if they will be available and interested in participating again this year.
- Wayne Co. Fair-Martha is going to find out which department is being displayed at the fair this year.
- FunFest- Discussed having it at ATI again this year where people can eat and participate in activities outside (in front of Skou Hall) or inside. Looking at August 11 right now.

#### Communications:

- Website- Going to post Spotlight on Staff on website.

#### Development:

- Jean Haught has volunteered to manage the apparel sales. She will be available to make sales Monday-Friday from 1-3pm or by appointment.
- Food Trucks- Scheduled for May 24<sup>th</sup> from 11-1 in front of Williams Hall. Jen will place a work order for tables and chairs to be set up in the lawn area.
- Outreach projects- Secrest Arboretum- Travis Morris is working on getting dates for in June and October. Then a sign up genius will need to be created.
- Lunch n Learn- Cassie is working on ordering supplies but her demonstration may need to be tabled until this fall. Jean is still waiting to make a schedule for the LaBlast classes.

#### ATI, HR, South Centers, & USDA:

- ATI Director Kristina Boone has started. The new greenhouse was dedicated on May 9. Work is being done over the summer to update classrooms. A new program at ATI has been approved: Bioenergy and Biological Waste Management.
- HR- June is wellness month. Jane will be having a walk/run event in Secret Arboretum the end of June.

Motion to adjourn by Mike Franks, seconded by Jean Haught, motion passed.

Next meeting is June 14, 2017 at OARDC.