

SSA MINUTES

Support Staff Assembly Minutes

October 4, 2012

The meeting was called to order by Letitia Fox at 11:00 a.m.

In attendance

Letitia Fox
Jeannie Southern
Chris Callahan
Kimberly Johnston
Gale Martin
Odessa Shupe
Charlene Kidder
Kymn Brewer

Approval of Minutes

The minutes were read and accepted.

OLD BUSINESS

Halloween Party:

- The theme is 80's.
- More of a lunch-time social occasion:
 - 11:30-1:00 at NRCC Main Campus
 - 1:30- 3:30 at NRCC Mall Site
 - Drawing for Dues and Costumes- Kymn Brewer to design edible arrangements for prizes
- Odessa- reserving room
- Tish- Email for food donations
- Staff- checking cabinet for paper products
- Odessa- purchasing punch and any products necessary

NEW BUSINESS

SSA Cabinet:

We will get Rick Maitri to enlarge our photos and set up appointments for those who need a new photo.

New Hires:

We will continue with cards but discontinue giving balloons. It was discussed to enclose a letter in the card introducing SSA and possibly waiving the first year of dues. This is to encourage the new hires to become involved with SSA.

Community Projects:

Relay for Life:

- Voted to have a team
- Want to involve Pat Johnston
- Have Erika Talbert speak in November and invite staff

Thanksgiving Boxes:

- Discuss with Starr Rowe
- Food donation box for someone in need at NRCC or to Daily Bread

S'mores Project:

- October 22
- Assemble and put in mailboxes after Fall Break to welcome everyone back.
- Include a tag with "Having S'mores fun in SSA"

TABLED

Fundraising Ideas: Wendy's is under discussion. Still trying to contact the manager for details

SSA Conference and Trainings: Involvement with Workforce for training classes for Support Staff in the form of webinars.

Funds

The current funds available: \$ 904.87

- Spent \$72.13 total for doughnuts and flowers (D. Viers)

Meeting Adjourned: 11:39 a.m.

Next Meeting

T.B.A