

SSA Minutes

Support Staff Assembly Minutes

September 13, 2012

The meeting was called to order by Letitia Fox at 11am.

In Attendance:

Letitia Fox

Jeannie Southern

Chris Callahan

Gale Martin

Charlene Kidder

Kymn Brewer

Approval of Minutes

Letitia presented minutes from previous meeting (Aug. 14, 2012) and they were accepted by all.

Old Business

Donuts and Fruit were provided on the first day of classes for Fall Semester. Had many voice their appreciation for this.

Treasury Report

Kimberly Johnston was not present, but sent information containing the treasury balance. As of this date we have \$987.00, but would need to deduct the amount for donuts and fruit, which was about \$50.00.

New Business

It was discussed that we need to increase the funds in the SSA Account. Some ideas were discussed on how to achieve this.

Taco Salads

Baked Potatoes

Selling Flower Bulbs

Chili

Wendy's Fundraiser

It was decided that Letitia Fox will send an email to all support staff members to get their input to what they would like to do as a fundraiser in order to try and get more participation from all members. Charlene Kidder will work with Joyce Taylor to create a note on Letterhead indicating who Support Staff is and what we are seeking donations/funds for.

Halloween Party- it was decided to have this on October 31st. Lynn Taylor will be asked about decorations. Odessa Shupe will be asked about the punch. We will have an 80's Theme and provide prizes for the best male costume and the best female costume. Charlene Kidder will work on the prizes for the costume contest. Kymn Brewer will make 2-3 edible arrangements that will be used as door prizes for all current members.

Dues- Letitia Fox will send out an email to all support staff reminding them that their dues need to be paid before October 31st. In this email she will give them information on what we would like to do in this next year.

Community Project- It was discussed to possibly have a project to include some aspect of the community. Some ideas that were discussed were: Women's Resource Center, Daily Bread of Pulaski, and Fairview Home. This information will be included in the email sent out to all SSA members to get their input. We will discuss at future meeting.

Social Events- It was discussed that we would like to do popcorn for the support staff. Possibly deliver it with the truck. Keep things fun!

We would also like to sweeten things up by providing the support staff with s'mores to go! Letitia will get a head count of how many we would need to prepare. We would put these in their mail boxes for a little surprise treat!

We also discussed doing the ice cream truck in the spring. This activity seems like it is appreciated and enjoyed by all.

ELC Fundraiser—Letitia contacted Anne Simmerman to get a wish list of what is needed in the ELC. She said they would love to have a 100 piece block set. The cost is \$249.00. We will discuss possible fundraisers at the next meeting. We would like to accomplish this before Christmas so Santa could present the ELC with a Christmas gift.

Cabinet—need to update pictures. Please email a current picture to Letitia Fox. She will try to keep this updated with current events that are taking place.

Recognition of New Hires—it was discussed if we would like to continue to recognize our new hires with a card, balloon, and waiving the SSA dues for their first year. We all agreed that we would like to continue this.

Jackie Slaughter- Human Resources

The meeting was adjourned by Letitia Fox at 12:15 p.m.