

**Classified Staff
MEETING MINUTES
May 4, 2023 11:00
Google Hangouts Meet**

MEMBERS (presence denoted by check): *To check off names of attendees, click on the checkbox to highlight it (one click highlights all checkboxes, two clicks highlights just the one), then left click on the checkbox and choose the ✓ symbol).*

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|---|---|---|
| <input checked="" type="checkbox"/> Shannon Crow | <input type="checkbox"/> Zachary Quick | <input checked="" type="checkbox"/> Brandi Gallaway |
| <input checked="" type="checkbox"/> Brenna Young | <input checked="" type="checkbox"/> Mandy McKay | <input checked="" type="checkbox"/> Emily West |
| <input type="checkbox"/> Kristen Sides | <input checked="" type="checkbox"/> Jenna Schwartz | <input checked="" type="checkbox"/> Daryl Gehbauer |
| <input checked="" type="checkbox"/> Anthony Merseal | <input type="checkbox"/> Sarah Perry | <input checked="" type="checkbox"/> Stephanie Cage |
| <input type="checkbox"/> Beau Besancenez | <input checked="" type="checkbox"/> Debbie Bonham | <input checked="" type="checkbox"/> Kathy Johnson |
| <input checked="" type="checkbox"/> Kim Garzia | <input type="checkbox"/> Daniel Boyer | <input type="checkbox"/> Tasha Welsh |
| <input checked="" type="checkbox"/> Keri Hayes | <input checked="" type="checkbox"/> Laura McCloskey | <input type="checkbox"/> |

GUESTS: Frank Allen, Michelle Allen, Jennifer Baine, Brenda Baner, Angela Bassin, Jaclyn Birks, Debra Branson, Lucia Brodribb, Tera Brutsman, Alasia Buschkopf, Erica Chandler, Julie Creath, Sarah Culley, Corynne Doyle, Cindy Draper, Jen Gann, Denise Hawkins, Matthew Husky, Ryan Kelly, Emily Koogler, Sarah Lafser, Daniel Lauder, Patricia Lee, Susan Lerch, Alexis Lowery, Sarandu Lund, Karla Mason, Jessie Montgomery, Victoria Needy, Kim Niehaus, Sean Oberle, Stephanie Penn, Kyle Portell, Laura Richardson, Sam Roberson, Melissa Salzman, Marina Sarkissian, Ian Schneider, Carly Schoenky, David Smith, Torri Thomas, Laura Villmer, Lisa Vinyard, Brit Wallace, Kaysie Watson, Stephanie Werner

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 11:02
Approve Minutes	April 6, 2023 ACTION: 1. Motion: Brandi Gallaway Secoded: Emily West Vote: Motion Passes
New Business	<ul style="list-style-type: none"> ● Dr. B Ray Henry Service/Innovation Award - Nominations due Friday, May 12 - Click HERE ● Representative nominations and elections for 2023-2024 coming up soon. <ul style="list-style-type: none"> ○ New groups - For the new groups it was voted on to condense our groups from 5 to 4. ○ who is up for re-election and/or vacancies that need to be filled - We will be reaching out to get nominations to fill the vacancies of the representatives whose terms are up. Zachary Quick agreed to continue to serve, but confirmed he would like to fulfill the remainder of his term. We will also be reaching out for confirmation of our liaisons to continue their roles. Emily West and Laura McCloskey stated they would like to remain in their liaison roles.
Misc. Updates/Reminders	<ul style="list-style-type: none"> ● Classified Staff Outstanding Achievement Award

	<ul style="list-style-type: none"> ○ Nominations until Friday, May 19th at noon, click here ○ Voting will occur May 22- June 2, 2023 <ul style="list-style-type: none"> ■ After a winner has been determined I will forward the winner to Jennifer Baine and she will submit that individual for a chance to win the MCCA Outstanding Achievement award.
Extended Cabinet Meeting Updates	<ul style="list-style-type: none"> ● Next Extended Cabinet Meeting: Today at 2:30 pm
BOT Meeting Updates	<ul style="list-style-type: none"> ● Last meeting: April 13th <ul style="list-style-type: none"> ○ Replacement of Condensing unit in ASI and Student Center ○ Contractor approved for JCA - Aspire Construction ○ New floor covering for gym floor approved ○ Employee Raises approved ○ John Willett - Assistant Director of Maintenance effective April 1 ○ Dr. Kenneth Wilson - Dean of Instruction as of July 1 ● Special Meeting: April 18th <ul style="list-style-type: none"> ○ Contractor for restroom renovations awarded to Integra Construction ● Budget Work session: April 27th <ul style="list-style-type: none"> ○ Next meeting: May 11
Administrative Liaison Report Daryl Gehbauer/Tasha Welsh	<ul style="list-style-type: none"> ● Not able to provide a report
Certified Staff Liaison Report Stephanie Cage	<ul style="list-style-type: none"> ● Nothing to report
Faculty Liaison Report Kathy Johnson	<ul style="list-style-type: none"> ● Nothing new
Certified Staff Rep Report Emily West	<ul style="list-style-type: none"> ● Wrapping up for the Foundation Auction and discussing officers for next year.
Faculty Senate Rep Report Laura McCloskey	<ul style="list-style-type: none"> ● Nothing new to report
CICC Staff Rep Report Brandy Gallaway	<ul style="list-style-type: none"> ● The Technology Institutional Committee is up and running, next meeting is next week.
Constituent Concerns (Rep Reports)	<ul style="list-style-type: none"> ● Nothing to report
Executive Session	<ul style="list-style-type: none"> ● Executive Session needed
Adjournment	<p>Time: 11:25 a.m. Next (last) Meeting: Thursday, June 1, 2023, 11:00 am</p>
Additional Documents	<p>Attached documents reviewed during this meeting: None</p>

Respectfully submitted,
Shannon Crow
Sr. Administrative Specialist