1. **Call to Order** – Max called the meeting to order at 2:02pm
2. **Review/Approval of Minutes from previous meeting**, August 9, 2018
   a. David moved for approval and motion seconded by Shawna
      i. Minutes approved
3. **Treasurer’s Report** – (Kristi Neill) for **August 10 – August 31, 2018**
   a. Michael moved to approve and motion seconded by Rik. All voted in favor and motion carries.
4. **Old Business**
   a. Attendance for Employee of the Year Receptions
      i. Attend if you can.
   b. Thank you notes from Scholarship Recipients
      i. Wanted to share them with Staff Council. Read through them and pass them along.
5. **Staff Council Subcommittees**
   a. Employee of the Month (Megan Ward)
i. The September recipient is Dayna Schertler. Invite for the reception will be sent soon.
b. Scholarship & Tuition Assistance (Shawna Simmons)
   i. Not a lot going on. Working on scholarship instrument.
c. Staff Appreciation (Max Seymour)
   i. October 18 event - Cookie break, hot chocolate and apple cider.
   ii. End of November – You are appreciated candy bars
d. Election Committee (Megan Ward)
   i. Getting with Tadhi on filling Walter McNeill’s seat
   ii. Working on filling Harlee’s seat
   iii. Reminder about attendance
e. Homecoming (Michael Reagan)
   i. Sent email about door decorating and buffalo chip contests
      1. Six doors registered
      2. Prizes secured from the gold card office and the bookstore.
   ii. Prizes secured from gold card office and the bookstore.
   iii. Working with James Webb on text-to-vote
   iv. Waiting to hear from Aramark about donating food for prizes
f. Staff Development – Brooke out no report – meeting on 9/14

6. New Business
a. Nominations for Committees:
   i. 2 Grievance Committees
      1. Meet on an as needed basis. Handles student complaints.
      2. Shawna will do it again if not still on it.
      3. David volunteered.
      4. Kim Kopke nominated as another potential candidate
   ii. JBK Student Center Advisory
      1. Meets once a semester.
      2. Jeff Mayo volunteered.
   iii. Virgil Henson Activities Center Committee (None SEES member)
b. Any Concerns
   i. Labor Day – was basically a staff day
      1. State determines the days but a letter will be sent to Randy.
   ii. Customer service to students
   iii. Comp time for new hires who transfer from one department to another.

7. Announcements
a. Homecoming Week October 1-6

8. Adjournment – 2:25pm
   a. Rik moved for adjournment and Michael seconded the motion
   b. Passed unanimously

Next meeting is scheduled for October 11, 2018 at 2pm in Buff Branding Room 12.

Respectfully submitted by Secretary, Amber Bustos