**Staff Senate Meeting Agenda**

**Tuesday, June 11, 2019**

**Location: OM 111**

**Time 2:00 pm**

**Members Present**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Jessica Amb 1000 |  | Misti Wuori 1000 | X | Ashley Kulland 3000 |  | Heather Johnson 6000/7000 |
|  | Alissa Perkins 3000 | X | Teri Wright 3000 |  | Mandi Domier 6000/7000 | X | Kyle Myers 4000 |
| X | Shannon Hofer 6000/7000 |  | Charyte Henderson 4000 | X | Lois Karlstad 4000 | X | Susan Cordahl 5000 |
|  | Vacant 3000 | | |  | Vacant 6000/7000 | X | JoAnna Strand 4000 |

**Agenda**

* Call to Order 2:00
* Additions to the Agenda - None
* Approval of minutes from May 14th meeting (electronic?) – Lois – Minutes were sent by email for approval, no changes. Motion made Teri Wright/Shannon Hofer to approved.
* Treasurer’s Report – Reported that the $1,000 wasn’t requested for 2018-2019. The funds will still be provided for 2018-2019. Shannon Hofer will forward budget to Jami Hovet and will request funds for 2019-2020. Currently there is a balance of $169.37 and waiting on the charges for ice cream for meeting. Motion made Ashley Kulland/Kyle Myers to approve.
* Report from State Staff Senate meeting – no report; will be meeting face-to-face June 19 & 20
* Old Business
  + Final Update on State Fleet Emergency kits – The minimum requirements will be met plus a few other supplies that will be in a backpack to be checked out when using a state fleet
  + Bylaws update – Ashley, Shannon, JoAnna – Need to clarify a couple things. Would like to change from 10% representation to 5% representation. This was voted on and approved at May’s meeting so now the recommended change will be sent to all staff to approve amendment and then to the President for final approval
  + “Staff Secrets” Staff Training – Alissa, Misti – Scott Parker responded about AED training, Bob Kozojed regarding emergency procedures. Turtle Mountain Rescue is willing to work with Staff Senate for Puppy Yoga. Possible provide during ND State Employee Recognition Week.
  + Orville Johnson Award (plaque ordered?) – has been ordered
  + Staff Association was June 4 – any discussion? – This was a good meeting, around 25 attended
  + Campus Clean up Days were June 6 (Student Success Days remaining June 14, 17, 24) – Awesome turn out. No further scheduled, but encourage people to keep campus clean. Suggestion made to help grounds with flowers.
  + Comet Pride buttons will be ready for pre-service.
* New Business
  + Review of Staff Senate and terms; elections coming up – tabled until after Bi-Law update
  + Meetings for the 2019-20 Academic Year – Will leave for the 2nd Tuesday of the month, 2:00, OM111. Invites will be sent after July meeting
  + Review Campus Updates from State Staff Senate – This will be emailed with next agenda
  + Chemical-free environment policy – There is no policy at MaSU or NDUS – Mary Trudeau will investigate.
* Area Updates
* Adjourn – 3:00
* Next meeting Date: July 9, 2019, 2:00, Heritage Room