

North Georgia College & State University  
Staff Council  
Meeting Minutes

*Date of Meeting:* September 13, 2007

*Present:* Laura Mullins, Melissa Lach, Michele Barton, Susan Perry, Andi Georgia, Pat Walden, Christie Waters, Ann Reed, Sean Mullins, Bernard Larkin & Suzanne McCarter

*Absent:* Alisha Matthews

*Guests:* Mary Kay Crowell (Nursing) and Kathy Rich (Testing)

---

The meeting began at 3:00 pm.

- I. Approval of Minutes
  - a. August 2007 minutes were approved.
  
- II. Officer Reports
  - a. President
    - i. Melissa Lach has scheduled a Staff Social at Wylies Restaurant on Friday, October 12 at 11:30 am. All staff will be invited to attend and will be required to RSVP.
  - b. Vice President
    - i. Andi Georgia received approval from the Lumpkin County Sheriff's Office to conduct a raffle.
      1. Sean Mullins spoke with Debbie Logue at Wal-Mart to request a donation for the raffle. Debbie donated \$100 that can be used to purchase the raffle prize at Wal-Mart. Sean was informed that if he would like a more than \$100, he will need to contact the manager of Wal-Mart. If the manager declines his request, Sean will submit a Wal-Mart grant form with the request for donation assistance. Melissa will contact Print Services about raffle-ticket printing prices.
      2. Staff Development Funding Requests
        - a. Mary Kay Crowell
          - i. Mary Kay would like Staff Council to help fund a dog obedience and pet therapy training certification. She has departmental and dean monetary support, but is asking that additional funding (\$1745) be awarded by Staff Council. Mary Kay presented her request to the council. She stated that this training would benefit nursing students and the community because once she is certified, she will teach courses at Continuing Education. The council considered her request and will award her \$500.
        - b. Michael Youngblood
          - i. Michael has requested Staff Development funds to pay for a certificate course in supervisory management at Gainesville State College. The Council awarded Michael \$500.
  - c. Secretary
    - i. No updates to report.

- d. Treasurer
  - i. Staff Council Expense Account: \$468.96 (This account will be closed and the money will be added to the scholarship fund)
  - ii. Staff Council Foundation Scholarship Fund: \$910.00 (\$495 was awarded in scholarships for the fall semester)
  - iii. Staff Council Development Fund: \$10,431.82
  - iv. Staff Council Foundation Account: \$2,700.28
  - v. Staff Council Print Services Account: \$868.19

### III. Committee Reports

- a. Nominations & Elections – No updates to report
- b. Staff Development
  - i. Funds were awarded to the following individuals:
    - 1. Pam Stoffel \$310.76
    - 2. Kathy Rich \$500
    - 3. Chris Rodriguez-Smith \$491
    - 4. Michael Youngblood \$500
    - 5. Mary Kay Crowell \$500
    - 6. Andi Georgia \$391.42
    - 7. Susan Perry \$210
- c. Public Relations – No updates to report.
- d. Scholarship
  - i. The scholarship instructions were revised: Consideration will be given only to the applications that are complete and properly submitted on the appropriate Employee Scholarship application form, **by the named deadline for each semester.**
  - ii. The committee will meet to discuss scholarship guidelines and will report the suggested guidelines at the next Staff Council meeting.
- e. Welcome
  - i. Welcome packets were distributed to 13 new staff members.
- f. Staff Awards
  - i. September EOM: Kathy Rich, Testing Office
    - 1. Received gift certificate from the bookstore, a certificate, and a free meal voucher from the Dining Hall.

### IV. New Business

- a. State Staff Council Conference
  - i. October 4 – 5, 2007 at Southern Polytechnic State University in Marietta, GA.
  - ii. Melissa will contact the President's Office to inquire about possible funding for the trip through that office.

Meeting ended at 3:55 PM.