

**CSB Support Staff Committee
Meeting Notes
September 5, 2007
1:30 – 2:30 pm
Academic Services Building, CSB**

Present: Curtis Anderson, Shelly Athmann, Pat Bogard, Diane Johnstone, Pam Laudenbauch, Karen Storkamp

Absent: Trish Doran, Joan Ellering, Joyce Honer, Terri Johnson, Barb Ries

Introductions were done and new members were welcomed. Cards for the retiring members were signed. A CSB blanket was purchased for each as a thank you for their service to the committee.

Budget Overview

Karen Storkamp gave a budget overview. The CSB Support Staff receives \$1,500.00 for their budget each year. Last year's budget was reviewed. So far this year only \$5.00 has been spent.

Professional Development Funds

Terri Johnson was unable to attend the meeting. However, she spoke with Shelly later and below is a brief summary on these funds. This item can be discussed further at the October meeting.

- The total amount in the CSB Support Staff Professional Development funds is \$5,000.00
- \$2,000.00 of the total is reserved to be spent on speakers
- \$1,500.00 of the total is for Fall semester professional development requests
- \$1,500.00 of the total is for Spring semester professional development requests

We should continue to advertise to support staff members that these funds are available.

Extraordinary Performance Committee

Bev Overman has been serving as the support staff member to the Extraordinary Performance Committee for quite a few years and has asked to be replaced. She sent out an email asking for volunteers and 2 people responded. She wasn't sure how to choose and asked for the Support Staff Committee's help.

The committee asked if 2 people could serve. Shelly will check into this. There was no consensus on how to choose if only one person could serve.

Programs/Activities for 07-08

There was discussion on programs and activities that the Support Staff could foster, encourage, collaborate with or plan. Some ideas included:

- Craft Fair: There has been a request for the Craft Fair to be brought back. At this point it was felt that it's too late to plan something for Fall and the response had dwindled. Therefore, there will be no craft fair this fall.
- Enneagram program. Trish Doran is coordinating a program on enneagram's that Maribeth Overland will lead for CSB Health at Work. CSB Support Staff could co-sponsor and help promote.
- Christmas celebration: having a Christmas celebration in one of the rooms in upper Gorecki was suggested. Karen and Pat will work on this together.
- A cookie exchange was suggested.
- Sponsoring one of the staff/faculty social hours was suggested. Shelly will check into this.
- Fitness Center tours were suggested. The CSB Health at Work committee is also interested in this and Shelly will follow up on.
- Human Resources is sponsoring a diversity workplace presentation called "Your Face Here" and is wondering if the support staff would like to collaborate. Shelly will find out more information on this and report.

It was suggested that we meet in different buildings throughout the year.

The next meeting will take place on October 3 at 1:30 pm in the Mary Commons 2nd floor Conference room.

Shelly Athmann
Recorder