

Staff Assembly
The College of William and Mary

Meeting Minutes

Monday, July 8, 2013

BOV – Blow Hall – 3rd Floor

- 1) Lydia Whitaker brought the meeting to order.
April minutes were approved.

- 2) Roll Call:
In attendance: Cheesman, Coleman, Davis, Drifmeyer, Givens, Hankins, Layman, Renner, Singleton, Spencer, Turnage, Strawn, Whitaker
Excused: Elliott
Absent:

- 3) Lydia spoke about Election of Officers from among the group;
President: running the meetings and the requirement for two campus-wide meetings (Fall and Spring)
We need a mid-term election.
Steve Singleton volunteered to be President for this next term.
Regina Drifmeyer volunteered to be Vice President.
Carol Hankins volunteered to be Secretary.
James Strawn volunteered to be Membership Chair.
We are supposed to have 24 on committee; minimum of 20. The number cannot be changed but question came up if the two year consecutive commitment could be changed.

Oct/Nov for mid-term election should be set up.
Lydia spoke about the positive changes because of Staff Assembly. THAT IS WHY WE ARE HERE.

- 4) Committee Reports:
 - a. Elections & Nominations: Susan Cheesman volunteered.
 - b. Policies & Issues: Ruth Layman
 - c. Constitution & By-Laws- Lydia Whitaker
EMPLOYEE APPRECIATION DAY 2 Rep Employees (Tamekka Davis and Regina Drifmeyer)
 - d. Communications (Webpage & Facebook) – Regina Drifmeyere, Susan Cheeseman, Carol Hankins
 - e. Staff & Community Relations – No report
 - f. Activities & Events:
 - g. Employee of the Month: Kimberly Renner, Ruth Layman and Shannon Turnage volunteered to work on this.

New Business:

Steve as the newly elected President discussed what would be a good meeting day. Thursdays from 3-4 p.m. seemed the best. He will reserve the Board Room. We discussed about going to VIMS for at least one meeting per year.

Volunteering: If you have a project that would like to bring before the group, please do so. We should be doing something for Fall and Spring. The Shoe Project had a big response.

Think about what you want brought up at the meetings and guests you would like to come and talk to the group.

Think about the fall elections. Need a date to do this.

Meeting adjourned by Lydia Whitaker.

Submitted by:
Carol Hankins, Secretary