Guests: Liz Tarbutton (HR)

Call to Order: Melanie Bayles called the meeting to order at 1:15 pm

Roll Call: A quorum of members was present

Approval of Minutes: Motion to approve minutes was made by Ashleigh Hall and 2nd by Tashia Cheves. June 2018 minutes were approved

Approval of the Agenda: Motion to approve agenda as presented was made by Jenny Cundiff and 2nd by Sarah Axtell. Agenda was approved.

Guest Speaker: none.

Treasurer’s Report: Sarah Axtell – see attachment B & C

Branch Campus Reports:
OSU-Tulsa/CHS: no report
OSU-OKC: no report
OSUIT-Okmulgee: no report

Reports of Standing Committees:
Rules and Procedures Committee: Paul Leverington
  • No report

Policies, Benefits and Budget Committee: Kristi Wheeler
  • Jordan Bonstrom presented an update on the scholarships. They have chosen 10 or 11 recipients. They are working with Sarah on getting the recipients notified and their moneys through financial aid prior to the start of the fall semester.

Communications Committee: Kaylie Wehr
  • No report

Awards and Recognition Committee: Jenny Cundiff
  • No report

Fundraising Committee: Michelle Chitwood
  • There were 37 give away items left from Staff Celebration Day. Given that there is no contact names on winning tickets and lack of storage, council members will be allowed to draw a number after the meeting today and will receive the corresponding gift.

Events Committee: Tashia Cheves
• I will be providing the new Chair with the binder and end-of-year report once I am back in my building. Currently displaced due to flood in CLB and all materials have been packed up in storage while renovations and restorations take place.

Reports of University Committees:
Faculty Council Report: no report

GPSGA: no report

Department of Wellness: no report

Officer Reports:
Secretary: Ashleigh Hall
• Sign-ups for Faculty council meeting representatives was passed around
• List for Guest speaker suggestions was passed around

Vice-Chair: Tashia Cheves
• I will be sending email to all members with questionnaire for SAC Spotlight 2018-2019 as well as a request for shirt sizes. I will be working on new shirt options with new logo and will share that information with the Council after I have presented it to the Officers and E-Team for approval. SAC Spotlight will resume next month.

Chair: Melanie Bayles
• See attachment A

Unfinished Business:
• By-laws changes were presented to council for a vote. Council members voted to accept changes as presented. Standing Committees will be:
  Rules, Policy, and Procedures: Michelle Stewart
  Communications: Kaylie Wehr
  Awards & Recognition: Elaine Johns
  Fundraising: Michelle Chitwood
  Events: Shelby Sanders
• Stephen Meyer was appointed to serve an open council seat for the 2018-2020 term.
We still have 2 open seats to fill.

New Business:
• Council member Aaron Moore brought up the topic of leave banking for discussion. Staff members in his department would like to have a policy in place to donate leave. There was much discussion about this topic stating that the former Policy, Benefit and Procedure committee has already presented this policy to administration and at that time Jamie Payne (HR) gave a thorough explanation as to why OSU did not have a policy in place. Ashleigh Hall is going to look back through minutes to find the discussion on this topic and let Aaron and the council know where they can find that information.

Announcements:
Next Meeting – August 1st, 2018- 1:15-3 PM in SU Council Room 412

Adjournment: Motion to adjourn was made by Ashleigh Hall and 2nd by Jenny Cundiff. Meeting was adjourned at 2:08 pm
President’s Report – 7/11/2018

Two more resignations from Staff Advisory Council:

- Joseph Dunnigan
- Candice Chessman

Leaves four vacancies to be filled:

- Would like to appoint Stephen Meyer to fill term that expires in 2020
- Need to recruit individuals interested in serving on SAC
  - Two one year terms (serve 2018-19)
  - One three year term (serve 2018-21)

Proposed committee assignments (see attached):

- Please let me know if you don’t like your committee assignment and would prefer to be moved to a different committee
- Please let me know if you want to serve on an additional committee
- Need to hear about changes by no later than August 1

I am honored to be serving as Staff Advisory Council Chair this year. I want to encourage you to please communicate directly with me when you have issues or concerns concerning council matters or if you hear from your constituents about issues that we need to address. I like to be a problem solver, but I can’t work on problems or issues I don’t know about!

Challenge – please be visible on campus, talk to people in your areas about their challenges and concerns and about their ideas for improving our campus. Then bring those findings back to Council, as appropriate, so we can consider them and act on them when we can.
# OSU Staff Advisory Council
## Treasurer's Report
### May

#### SAC MAINTENANCE ACCOUNT

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget</th>
<th>Expense</th>
<th>Expense YTD</th>
<th>Total Left</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Salary</td>
<td>$9,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Allocation</td>
<td>$21,783.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance Forward</td>
<td>18,302.27</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Budget Revenue Control</td>
<td>$1,011.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td>48,384.27</td>
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#### SAC SCHOLARSHIP/PROFESSIONAL DEVELOPMENT

<table>
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<tr>
<th>Item</th>
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</thead>
<tbody>
<tr>
<td>Balance Forward</td>
<td>$13,236.36</td>
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<tr>
<td>Deposits</td>
<td>$827.00</td>
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</tr>
<tr>
<td><strong>Fundraising</strong></td>
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| Expense Summary             |         |         |             |            |
| Previous Month Bal          | $38,643.37 |         |             |            |
| **Total Credits**           | $6,380  |         |             |            |
| **Total Expenses**          | $631.49  |         |             | 41,301.88  |

**ACCOUNT TOTAL** $41,301.88

### Summary:
- TIA Sponsorship Credit: $5,000
- SAC Parking Credit: $180
- Parking Sales Credit: $110.00
- Donations ($231.50)
- OSU Training Services ($195.00)
- Student Union ($9.97)
- Vetaprint ($52.76)
- Fees ($3.36)
### OSU Staff Advisory Council
**Treasurer's Report**
**June**

#### SAC MAINTENANCE ACCOUNT

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<tr>
<td>General Fund Salary</td>
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<tr>
<td>Budget Revenue Control</td>
<td>$(1,011.00)</td>
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**TOTAL REVENUES**
$48,584.27

#### SAC SCHOLARSHIP/PROFESSIONAL DEVELOPMENT

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<tr>
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<tr>
<td>Fundraising</td>
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**ACCOUNT TOTAL**
$14,112.36

**Expense Summary**

- Facilities Mgmt: $52.91
- Staples: $112.90
- Food Pyramid: $25.80
- Fed Ex: $164.00
- Estimo Joes: $15,730.00
- DrinKers: $140.00
- Kleins: $556.65
- Music Tent: $1,250.00
- Music: $2,000.00
- Bone Pickers Stadium: $2,200.00
- Fees: $683