March 13, 2013
General Staff Organization Meeting Minutes

Attending: Annie Brelsford, Janice Crosetti, Therese Grant, Tina Marie Valdez, Paul Mahon, Ellis Zhuang, Kyle Hilsenberg, Beth Miguel Alipio, Sue Morgan, Lisa Walker

Budget Report: $540.00 balance from our two budgets.

Poinsettia Sales: At the October pancake breakfast, we’ll hand out forms for people to pre-order poinsettias for delivery in time for the holidays.

- Action Item: Lisa gave pricing information to Robyn Smidley for further research.

Pop-on-in: Liaisons have welcome cards and Tootsie-Pops to hand out to new staff in their respective program/schools/departments.

Spring/Summer BBQ: Tentatively planned for August, before summer quarter ends.

- Action Item: Kyle will research pricing from vendors such as Happy Grillmore and Dave’s Burgers.

Spring Informational Program for Staff: It was proposed to have a representative from CareLink come to campus for a lunch-time workshop on managing stress at work. Along with the workshop, we decided to provide a pizza lunch for attendees (staff only).

- Action Item: Therese has been in contact with CareLink. The course offered is: “SELF-CARE: REMAINING RESILIENT - Learn to identify ongoing symptoms of stress and how to find a more healthy approach to the demands of work and home. “ She gave CareLink three dates in April to choose from, and has locations held. Therese also reported on pricing lunch for 50 people from various pizza restaurants.

Speaker for October Pancake Breakfast: Janice suggested we have our UWB grounds crew give an environmental talk about our campus and wetlands.

- Action item: Lisa will contact facilities.

Finance Projections: Ongoing.

Meeting adjourned

Next liaison meeting is scheduled for Wednesday, May 8 – UW1 103, noon – 1:00 p.m.