

GSO Liaison Meeting Minutes
Wednesday, July 13, 2016 / UWB Beardslee Crossing 102M, 12:00 p.m. – 1:00 p.m.
www.uwb.edu/gso

Meeting called to order at 12:00 pm.

Report of Officers: Therese Grant, Co-Chairs / Christy Grayum, Secretary / Jim Pilon, Acting Treasurer

In Attendance: Kelley Dunn, Daniele Raymond, Alice LeFlore, Katie Bozin, Carmel Brewer, Devi Sandhu, Emily Christian, Gina Christian, Emma Williams

Opening

1. Therese asked attendees if there were any additions to the agenda. No one brought any new agenda items.
2. Minutes from Previous Meeting
 - a. Therese made a motion to approve minutes from the previous meeting. Alice seconded the motion. The minutes were approved.
3. Budget Report, Jim
 - a. Not a lot of activity to report. Twenty dollars in employee monthly donations that have come in.
 - b. Balance of approximately \$25,000 in our permanent funds, most of those funds are for events.
 - c. Balance of approximately \$550 in our discretionary budget.

Action Item: Jim will send out the budget report to GSO.

Continuing Business

1. Fundraising Ideas for Scholarships
 - a. Therese suggested poinsettia sales again.
 - b. Christy suggested umbrella sales.
 - c. Emily suggested we check in with departments that do the most purchasing so we can tack on to their order.
 - i. Therese will check with Advancement and Christy will check with Admissions to see what they are purchasing.

Action Items: Therese will check with Robin to find out how well we did in the past.

Action Items: Therese is checking on prices for UW logo drinking cups.

Action Items: Therese will check with Advancement and Christy will check with Admissions to see what they are purchasing to see if would want to add to their order.

2. Staff Appreciation Event
 - a. Breakfast Event on August 24th in Mobius Hall
 - b. Devi, décor is not the same as in past years. Denise is asking for ideas. Looking to purchase reusable decorations.
 - c. Theme is “My Story”
 - i. Brainstormed ideas on using photos of staff.
 - ii. Laura M. looking into using UWS tag board that we used at Commencement.
 - d. We also passed around the sign in sheet.
 - i. Alice volunteered to be in charge of the signup sheet.

Action Items: Christy will work on the Paperwork: Temporary Food Permit Application and UWB Food and Beverage Form.

Action Items: Therese will contact the caterer and Andrew on giveaways.

Action Items: Christy suggested a planning party and will send out a calendar request.

New Business

1. CCPB Update: Emily Christian

- a. Emily is representing the GSO on this GFO Committee: The Campus Council on Planning and Budgeting.
 - b. Focus is on planning and budget with faculty governing decisions. This group is a GFO committee and reports to the Executive Council of GFO. ASUWB is also represented.
 - c. Presence of GSO is important.
 - d. Reviewed GFO and Advisory Bylaws.
 - e. Focused on the growth plan and readjusting plan based on actual numbers during the fall and early winter quarter.
 - f. Discussions with faculty salary schedule in spring quarter and the budget implications to the UWB Budget.
 - i. Budget implications.
2. WASU Conference on July 21st and 22nd.
 - a. Annette Anderson, PSO has funds to give if anyone is interested in attending. Email Annette if you are interested.
 - i. Therese will forward the information to GSO.

Guest Speakers

1. Office of the University Ombud: Emma Williams, Associate Ombud
 - a. Emma is at the UW Bothell campus weekly.
 - i. Schedule an appointment by calling main office.
 1. In person meetings and phone appointments.
 - b. Website is always current and has a lot of information.
 - i. <http://www.uwb.edu/ombud>
 - c. Provide a safe place for all staff to go to have conversations.
 - i. No action taken without the client's permission.

Announcements

Adjourn / Next meeting is scheduled for Wednesday, September 14, 2016 12-1:00 p.m., Location UW1-361.