

**Eastern Wyoming College**  
**Executive Committee**  
**Meeting Minutes**

April 4, 2017

9:00 am – Board Room

Kim Jones, JoEllen Keigley, Court Merrigan, Sue Schmidt  
Ed Meyer and Kim Russell-Absent

- I. The meeting was called to order at 9:00 am by presider, Court Merrigan.
- II. Minutes from the March meeting were approved.
- III. Treasurer's Report: Sue reported that we have received the \$150 promised from the faculty senate to help defer costs of the Christmas Party. Balance to date is \$430.24. Our next expenditures will be:
  - Medals for Fitness Challenge Winners
  - Frames & printing of Staff Spot Light Groups
  - Ice Cream Social & Door Prizes
- IV. Items of Business:
  - Spring Fitness Challenge – Court reported that we have 3 teams participating from Douglas and 5 teams participating on campus. In reporting weekly minutes Court said that Douglas uses Google Docs and it is pretty slick. He suggested it might be easier for everyone to use this method but he was OK with submitting minutes in the format we are using now. Court reminded everyone to get their minutes in first thing on Monday morning. The Spring Fitness Challenge will come to a close at the end of Sunday, April 16<sup>th</sup>.
    - Medals for the winners will be ordered. Court & Sue will check with Mai Lee and Kim Russell to see where they ordered the medals in the past.
- V. Staff Alliance Scholarship Update – Court has not heard from the sub-committee as yet. More discussion will be held regarding the Staff Alliance Scholarship at the next general meeting.
- VI. Spring Social – Kim Jones reported that the sub-committee met and decided to serve Ice Cream Sundaes with all the toppings and Brownies. Suggestions for door prizes and budget will be discussed at the next general meeting.
- VII. Staff Alliance Standing Committees Representatives – Court asked if we have a list of these reps and if they are easily accessible. Sue reported that there is a list and will get them from Ed Meyer.
- VIII. Staff Spotlight – April – Academic Services. Lynn Wamboldt submitted the write-up to Court. It was given to Holly Branham for the Board packet. Court will send Academic Services and Business Office write-ups to Linda Evans and Kim Jones will get photos of these two groups so that we can get them on display. Until the new frames are purchased we will place these posters on easels and have both displayed by April 11<sup>th</sup>. Kim will check on the frames and report at the next meeting. Sue will get the list of the Staff Alliance groups that have and will be "Spot Lighted" from Mail Lee so that they can be posted on the Web Page.
- IX. Staff Alliance Web Page – Keith should be posting all minutes and treasurer's reports on the web page. Discussion will be held at the next general meeting regarding processes for these postings.
- X. Open Discussion – Court reported on Kim Russell's progress. She may possibly be back to work part-time the beginning of May.

There being no further business, JoEllen motioned to adjourn and Kim seconded. Meeting adjourned at 9:30 am.

Respectfully Submitted,

  
Sue Schmidt  
Secretary/Treasurer