<table>
<thead>
<tr>
<th>GEORGIA STATE UNIVERSITY</th>
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<tbody>
<tr>
<td>STAFF COUNCIL MEETING MINUTES</td>
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<tr>
<td><strong>Meeting Date:</strong> 1/15/2020</td>
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<tr>
<td><strong>Recorded by:</strong> Sabra Blackwell</td>
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<td><strong>Submitted:</strong> 2/13/2020</td>
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**Attending, In Person:**
- Eric Aguiar
- Rosemarie Baldwin
- Attlee Billings
- Sabra Blackwell
- Janice Byrd
- Andrew Farr
- Charles Featherstone
- Courtney Hill-Ward
- Booker Linkhorn
- Nikki Marshall
- Lynette Reid
- Kenya Walker
- Shalonda Williams

**Attending, WebEx:**
- Veronique Barnes
- Adenike Brewington
- Casey Brinsfield
- Emily Cowdrick
- Jodie Harper
- Mil'Yata Johnson-Foreman
- Brian Kelly
- Ellen Kinsey
- Hillary Meister
- Judy Nichols
- Douglas Samuels

**Excused:**
- Laura Viilo

**Unexcused:**

### PROCEDURAL

**Procedural Actions**
- Call to order at 2:06 PM by Chair, Sabra Blackwell
- Approval of Minutes – November Meeting Minutes Approved

### PROCEDURAL

**Guest Speaker – Michael Parkerson, Director, Government and Community Affairs**

**Action Items**
- Unable to attend meeting due to Legislative Meeting

### AGENDA ITEM

**Chair's Report**

**Discussion Summary**
- USG Staff Council Updates
  - No updates currently

**Action Items**

### AGENDA ITEM

**Senator Updates**

**Discussion Summary**
- New Senators need information about Senator updates
- Academic Programs
- Expand programming

**Action Items**
- Janice will send academic programs updates to the chair, and the Chair will send out to Council

### AGENDA ITEM

**Committee Updates**

**Discussion Summary**
- Administrative
  - General Elector
    - Pulled listed of eligible staff members with at least 1 year of service; pulled list of eligible staff members with at least 3 years of service.
    - Nominations open January 22nd. Janice will send out an email for nominations. Self-nominations are acceptable.
    - Nominations close January 29th.
    - Elections run February 5th – 12th.
    - Staff Senator elections will be in the February 19th meeting.
  - Tabled discussion on alternative members
  - Will discuss the orientation process.
- Campus Sustainability
  - Please continue to recycle
- Communication
  - Hillary has requested content for the website
- Staff Development and Recognition
  - Staff Development Day
    - Staff Council will be involved; however, we do not know the details at this time.
  - Staff Council Budget
    - There were two foundation accounts however, one of the budgets has been dissolved (the PC account).
    - The second account is slotted to be used for staff awards. To assist the staff award account, we want to get involved in Giving Day 2020. We are asking for Giving Day ambassadors to represent the Staff Council.

### Action Items

#### Old Business

**AGENDA ITEM**

**Discussion Summary**

- Council Attendant Policy
  - Administrative Committee hasn’t met. (Tabled.)
- Adopt a Staff Member 2019
  - We were successfully able to assist the families of 5 staff members.
  - We should do something for staff members on other holidays.
- Emergency Coat Drives
  - Sabra read an email from Sgt. Joseph Corrigan thanking the Staff Council for their contributions.
  - Over 50 coats were donated to the Emergency Coat Drive.

**AGENDA ITEM**

**New Business**

**Discussion Summary**

- Staff Council Elections
  - See committee updates section for updates
- Staff Council Funding
  - Sabra is working to get an official budget for the council.
- Panther Pantry
  - Current Amazon Wishlist is for the Atlanta Campus
  - Panther Pantries across campus run differently for each campus
  - Lacking personnel to assist with Panther Pantry
- Windows 7 computer that belongs to Georgia State needs to be updated or decommissioned.

### PROCEDURAL

**Procedural Actions**

**Action Item**

- Moved to adjourn at 3:20 PM.