
Not Present: Mark Chiarucci, Janie Minguillon, and Sharon Radcliff

The meeting was called to order at 1:10 pm.

Approval of Minutes: A motion to approve the May 23, 2006 minutes was made by Linda Granko and seconded by Cyndie Paul and passed. The minutes will be sent to Roseanne Fallin to be posted on the Staff Council website.

Chair and Chair Elect Report:
Leslie Welty thanked Bill Foley, Director of Public Safety, for his presentation regarding Emergency Preparedness for both in our offices and in our homes. A follow-up thank you card will be sent to Chief Foley. It was suggested that an appropriate gift to present to staff from Staff Council at the Annual Benefits Fair would be an item related to Emergency Preparedness.

Leslie Welty also thanked the Staff Council members who provided assistance at the Annual Staff In-service Day in August.

Leslie presented the Staff Council members with the following schedule for the next three months for the Staff Council Open Forums:

- October: Pete Michell and Emily Elliott to give a presentation on the Emeriti Program
- November: Pete Michell and Emily Elliott to give a presentation on the 2007 Benefits
- December: Recommendation to have an informal meeting with the Christian Brothers (Climate Committee to organize this event. Special Food service order will be placed also.)

A motion was made to have an informal meeting with the Christian Brothers for the December General Session by Mel Hunt and seconded by Brother Richard. Motion was passed unanimously.

Leslie Welty clarified a question that was raised regarding the process at the Staff Council Executive Meeting. She explained that the Chair and Chair Elect typically report the outcome of their monthly meeting with Pete Michell and Emily Elliott on pending issues. She also explained that this time is spent discussing items of interest that need to be presented at the monthly Open Forums and any new items of concern that need to be followed-up on by Staff Council.

Treasurer's Report: Linda Granko reported that the budget for Staff Council is $5000.00 and that $1300.00 has already been encumbered for food service at the monthly Open Forums. Linda Granko stated she will follow-up with Sodexho to make changes to the current food order to lower these costs.
Committee Reports:
*By-Laws:* Nothing to report.

*Climate:* No meeting scheduled as of this date. At the first meeting the Climate Committee will review any follow-up items and discuss the following new items for review:

- Child Care Services on Campus
- Brother's Open Forum in December

*Compensation and Benefits:* No meeting scheduled as of this date. It was noted that the main two issues being planned or looked into are the following:

- Planning for the Tuition Exchange Information Meeting and Panel
- Question on the process for Internal Candidates who interview for another position on campus. It was suggested that Tom Matteoli be invited to discuss this process to the Staff Council.

*Staff Development:* No meeting scheduled as of this date. In August the committee participated in the Staff In-service Day.

*Elections:* Nothing to report at this time of year.

Old Business:

- The Staff Council discussed the status of the Revised Staff Handbook. The Chair and Chair' Elect will discuss this with Pete Michell and Emily Elliott at their next meeting.
- Discussion ensued regarding the need to have the Tuition Exchange Information Meeting in early October due to the deadline to apply is October 31st. It was felt that there are too few openings for the Tuition Exchange and it was brought to the Staff Council's attention that the Brother's are not eligible for this benefit. The Chair of Staff Council with follow-up with Pete Michell and Emily Elliott regarding these items of concern.
- Janie Minguillon reported that there was an extra Pilates Class added in August, so now there are two classes per week.

New Business:
It was suggested that the Benefits and Compensation Committee follow-up with Human Resources as to the information that an employee receives when they have accepted a position at St. Mary's, such as: employment letter, benefits information (i.e., benefits eligibility and benefits meeting). It was understood that benefit meetings are scheduled monthly and it was reported that a new employee was not contacted in time for their benefits. It was reported that the Benefit Summary does provide most of this information, but it is not clear on the TIAA/CREF Benefit.

The meeting was adjourned at 1:58 pm.

Submitted by Marcy Bowie