

UNIVERSITY of NORTH CAROLINA PEMBROKE

Meeting Minutes of the Staff Council

April 19, 2017 – 2:00 p.m.
Livermore Library Conference Room - 212

Welcome and Call to Order

The meeting was called to order at 2:02 p.m.

Roll Call by Secretary Hunt

Present: Gordon Byrd, Robert L. Canida, II, Alison DeCinti, Jean Marie Floyd, Sheila Hardee, Tara Hunt, Tawanna Locklear, Tina Rodgers, Kay Strickland, Parker Watson, Dawn Wheeler

Absent: Mary Baynes, Evelyn Cheek, Greg Harris, Kim Hunt

Approval of Agenda & March 21, 2017 Minutes

Alison DeCinti made a motion to approve the March 21st minutes, the motion was seconded by Jean Marie Floyd and unanimously approved by the council.

Treasurer's Report – Robert L. Canida, II

Balances as of 4-13-2017

SC Non-state:	\$1,781.19 (270890)
SC State:	\$1,500.00 (170890)
SC Gift:	\$-9.52 (670030)
SC Scholarship:	\$93.30 (687000)

Gordon Byrd made a motion to approve the Treasurer's Report, the motion was seconded by Alison DeCinti and unanimously approved by the council.

Reports from Administrators and Guests

a. Angela Revels, VC for Human Resources:

- Performance Management Appraisals are due in HR by Friday, May 19th.
- In the past, performance appraisals have been encouraged for EHRA employees, this year, it will be required; due by July.
- Braves kick-off scheduled for August 9th and 10th; the 9th will be all employees in GPAC and the 10th will break out in each division.
- Summer flex officially approved.
- SHRA compensation scorecard will be sent out in the near future indicating how employees are compared to market.
- Retiree dinner to be held soon.
- Employees may have option to cash out bonus leave.
- Professional and personal development opportunities – Refer to HR's website for times and locations
- Emergency Relief Fund still available for those in need.
- Changes in healthcare benefits: freezing family healthcare 4 years, reducing

wellness credit to just one.

- b. Kenneth Spayd, Interim VC for Finance & Administration: No Report
- c. Sandra Jackson, General Manager, Sodexo: No Report

Former Business

N/A

Chair's Report – Robert L. Canida, II

1. Pie throwing event rescheduled for April 28th from 12-1:30pm
2. 2nd Annual Staff Awards & Recognition Ceremony – Need volunteers

New Business/Committee Reports

- a. Employee Recognition Committee: No Updates
- b. Publication and Information Committee: No Updates
- c. Constitution Committee: No Updates
- d. Human Resources Committee No Updates
- e. Election Committee: No Updates
- f. Executive Committee No Updates
- g. Scholarship Committee No Updates
- h. Budget Committee No Updates
- i. Health and Safety Committee No Updates
- j. FAOM No Updates
- k. Staff and Faculty Holiday Party No Updates
- l. Sustainability Committee No Updates
- m. Employee Emergency Relief Fund: 10 applicants, funded close to ½; \$8,000 given to employees. The max per year/per person is \$1,250.00.

Announcements

- Willis is going to take a group photo on the bridge April 24th at 9:00am, be sure to wear your SC polo shirts!

Adjournment

Meeting adjourned 3:00pm

Next meeting: May 23, 2017

Respectfully submitted by,

Tara R. Hunt
Staff Council Secretary