Minutes

- **Treasurer’s Report**
  - Treasurer not in attendance; update to come in May.

- **FY19 Budget Planning Discussion**
  - Proposing new budget in FY2019 for $20,000. In FY18 we had $15,000 and went over by a small amount. We will ask for the following:
    - Staff Retreat: $2300
    - Staff survey: $300
    - Chili cook-off: $300
    - Board lunch: $200
    - Lunch with the Dean: $300: One lunch per semester
    - Staff awards: $5,800
    - Professional development: $10,000
    - Buddy system & new hire welcome event: $400
    - Promoting staff giving campaign: $200
  - Mike will talk to Dean Petren in early May. Cindy will put together a budget justification form for the $20,000 ask.

- **New Business**
  - Open spot on Staff Advisory Board: We will continue to use Survey Monkey for this round of SAB applications. Cindy will draft email with Survey Monkey link and will send out Friday, 4/20.
  - By Laws: Still under review
  - Staff Awards Event: Amy provided update that we have lots of great prizes to give away for the Kentucky Derby themed event. There will be a hat contest, personal hygiene drive, and staff awards. An email is going out today to ask supervisors for nominations.
  - News Flash: Discussion regarding trying to make staff spotlight more diversified.
  - Staff Success Center discussion: Cindy suggested that they come to one of our meetings and have a spot on the fall Staff Retreat agenda. She will write up a piece on SSC for next News Flash.

- **Old Business**
- Suggestion Box: One comment has come in, thanking the SAB for their work.

- Committee Reports
  - None; updates to come in May.

Next meeting: May 8, 2018 from 11:00am-12:00pm