

ESC Minutes

July 1, 2009

Present: Al Boettger, Cindy Bohling, Tammy Bruns, Misti Huedepohl, Michelle Highly, Melissa Baker

1. The Minutes

- Reviewed minutes from last meeting

2. The Budget

- Al will follow up and check with Lesanne to see where we are with the budget for next year.
- We will do revisions via email and submit to Joyce Ruplinger in late July.

3. New Employee Packets

- Reviewed what we have started doing to welcome new staff members: share the handy documents from our shared file, greeting from ESC, and invite them personally to the first couple ESC events.
- Stacy Welp (Melissa), Alex Taylor (Al), Mary Matthew Wilson (Tammy), Crystal Pedersen (Cindy)

4. School Supply Drive

- Michelle will contact her friend who works with Joan Buxton School Children's Aid program to see what supplies they need. We'll send out information and place boxes in different offices in mid-late July.

5. Tippie Fest, September 2nd

- Decided to provide ice cream. Misti will contact Heyn's to see if they can deliver (and pick up cooler) again this year.

6. Fall Kickoff Breakfast

- September 9th- W401 PBB (decided by committee discussion via email 7/2/09)
- Al will contact P.H.A.T. Daddy's
- We decided music is nice and door prizes are a must. Depending on our budget- we may have to ask for donations (department giveaways or student organization donations were suggested)

7. Ideas for this year

- Soupapalooza- Melissa will ask Barb if ESC can help with this event in the winter/spring
- Food Drive- late fall
- Baby Picture Contest- faculty/staff bring in baby pictures and display in galleries. Hold contest to see who can guess most correctly. Possible prizes.
- College-Wide potluck with recipe sharing (bring copies of the recipe from the dish you bring to share)
- Alma Mater Day- faculty and staff encouraged to wear apparel from their undergrad/grad institutions
- Cookie Decorating Contest
- Bake Sale fundraiser for a philanthropy
- "Tailgating" for events (not football)
- Office Olympics- bring it back!

8. Miscellaneous

- **CPR** Certificates are in. Tammy will contact Darrin Thompson about setting up the survey.
- **Tippie Thanks**- Dean Hunter is copied on these.
- **ESC Storage**- Misti talked to the Dean's Office and we can store ESC stuff in the mailroom (in back storage- get key from Dean's Office). Stuff in storage currently includes: fabric, a basket, the ESC Banner, a roll of tickets, and other miscellaneous items.
- **Public Safety Presentation**- Jim Chafee would like the public safety speaker to come talk to COB faculty/staff and asked if ESC would host the talk. The public safety speaker would address issues that could happen in the college setting that we wouldn't normally think of. Like what would you do if someone was roaming the halls with a gun, or a homeless person is screaming at the top of his lungs in the Galleria. How can we ensure everyone's safety in the building? We will discuss at next meeting. Jim is happy to attend part of the meeting to give more information and answer any questions we may have.

9. Next Meeting

-Thursday, August 6th at 1:30 p.m. in C106 PBB

-Homework- Review the ESC website

-We'll decide positions (if we want titles) at August meeting and try to set a schedule for the calendar year.