

Staff Representative Group
November 19, 2015
Minutes

Members Present: Marie Mize (Chair), Shawn Lanphere, Cindy Wentworth (Secretary), Robin Jennings, Deb Baker, Susan Hanson,

Not Present: Leslie Grove, Tina Whitehair, Tiffany Sargent

Emma Terrell Distinguished Employee Award:

Chair Marie Mize informs the council that the Emma Terrell Distinguished Employee Award selection process has been completed and the information has been passed on to the Budget Office as required.

Jill Birch Angel Project:

Deb has been in touch with Project Safe and we have a family to sponsor for Christmas. The family's wish list will be put on the shared drive and a hard copy placed in the admin office. Shawn and Cindy agreed to be point persons for donations in their buildings. The deadline for donations will be the 8th. Tax receipts will be provided to those who request them.

Update on shrubbery:

The shrubbery outside the law library entrance has been removed and everyone agrees that he not only presents a safer environment for entering and exiting the library it actually looks better as well.

Computer programs:

Those who attended the Excel tips session presented by Jason Tubinis and Suzanne Graham were all impressed by the information presented. It was agreed that we would encourage the library and computer services to set up additional sessions or similar subjects.

By-laws – our bylaws still have not been updated and we agreed to be more diligent in editing and updating those within the upcoming weeks.

There being no more business the meeting was adjourned. There will be no December, 2015 meeting. Our next meeting will be held on Thursday, January 21, 2016.