

**OARDC STAFF COUNCIL MINUTES**  
**October 5, 2006, 9:00 AM**  
**Thorne Hall Conference Room, Wooster**

*“The mission of the OARDC Staff Council is to enhance the working environment of the OARDC community by facilitating communication between staff and administration, and by promoting opportunities for staff advancement and recognition.”*

**PRESENT:** Peggy Christman, Dave Drake, Maurico Espinoza, Mike Kauffman, Eileen Kieffaber, Jenny Moyseenko, Candace Pollock, Kevin Power, Jean Snyder, Sara Wolf

**ABSENT:** Ron Miller, Kristen Willie

**GUESTS:** Sherry Ferrell (CFAES-SAC), Bill Koshar (USAC & CFAES-SAC)), April Martin (USAC), Megan Strother (CFAES-SAC).

- Kevin called the meeting to order. Mike moved to accept minutes of the August 2 regular meeting, Sara seconded the motion and the minutes were approved. Mike also moved to accept the minutes of the August 28 Brainstorming Session, Jean seconded the motion and the minutes were approved.
- The Treasurer’s report provided by Peggy was discussed and approved. The current balance is \$783.17. Jenny provided an outstanding receipt for \$29.81, the cost of the peanuts for the Fun Fest.
- Kevin initiated a discussion of Staff Council’s role as an organization. Presently, OARDC Staff Council serves all employees except union members. He invited guests from USAC and the CFAES-SAC to explain their organizations’ respective roles. Essentially, both organizations serve as liaisons between staff and administration, but represent staff to administrators at the University and College levels, respectively. In addition, both act as “event planners”. Events are opportunities for fellowship and morale building. Kevin asked whether this role was redundant between the organizations, and Bill replied that it may be redundant in some respects, but that is not a problem. Eileen said she perceived the problem with OARDC Staff Council as a problem with commitment and participation among council members, not with Council’s basic role. Kevin thought we should discuss possible changes, then take ideas to the entire staff. Further discussion centered around ways representatives are appointed to serve on the various staff organizations. It is difficult to keep cohesiveness between groups of employees in different locations. Megan suggested that there is a need for better communication between the various staff councils. Having more communication between the groups may not only make requests to administration more powerful but also may avoid redundancy of requests for funds or other support.

- Candace reintroduced the idea of having joint Wooster and Columbus OARDC staff councils. It was decided to leave the issue of Columbus versus Wooster representation open for future discussion, and possibly survey OARDC staff members for their input. Does College Council give enough representation to Columbus staff? How do OARDC employees in Columbus identify themselves? Council members should bring questions to consider for inclusion in a survey to the next regular meeting. Kevin raised the issue of how staff council representation should be arranged to Dr. Benfield, he said “You are what you want to be”, effectively leaving the decision to Staff Council. If we have fewer constraints on who we may represent, we could involve anyone willing to serve the organization. However, changes in structure will take time to implement. Kevin will send comments for additions to discussion.
- Kevin initiated discussion to plan the Annual Meeting. We would like to have a “Featured Speaker” again. Mauricio will ask Randy Nemitz if he would be willing to speak on C&T. The required audit of the books needs to be done in a timely manner. An audit committee of Vickie Winkler (Fiscal), Jean Snyder (incoming Treasurer) and Karen Dodrill was proposed. November 7, 2006 (time TBA by Kevin later) in Fisher Auditorium South Exhibit area was selected as the tentative date and site for the meeting. Refreshments will be donuts and coffee, and will be arranged by Jenny, Sara, and Jean. Mauricio offered to bring bread as well. Kevin will find new members to fill out Staff Council before that date, and will make reservations for the traditional officer’s lunch at TJ’s.
- Jean gave an update on the Fall Sale. No minimum orders are necessary and items will be available within 2 weeks of ordering. The flyer will be changed to a Christmas themed flyer after Thanksgiving. Sale can continue indefinitely. Samples will be available next week in Human Resources. Prices will be posted on the website with assistance from Dave Lohnes. New coffee mug samples will be available soon.
- There was discussion about new projects to promote communication to staff from council. Nothing has been set in motion yet. Dave will begin looking into producing a newsletter, and Mauricio will find out about costs. Kevin will work with Dave on initiating the project.
- Peggy moved to adjourn, Jean seconded the motion, and the meeting was adjourned.