

**NORTH CENTRAL**

**October 19, 2006**

Present: Sherry Behenna, Rick Bohan, Ginny Borolov, Bridget Cadwell, Stacy O’Neal, and Stephanie Wallace.

The meeting was held in the LSF Cafeteria and called to order by Sherry at 3:08 p.m.

REPORTS

Administrative Announcements: An HR representative was not available to give a report.

Treasurer’s Report: Ginny’s report was submitted and reviewed. Encumbered funds will be released after the income from Butter Braid sales is deposited. Funds need to be generated for the Events and Scholarship accounts.

Question we need to explore regarding CSSAC scholarships:

- Does the check have to be awarded as part of the financial aid package or can CSSAC just issue a check to the recipient?
- Can the entire amount be used in the Fall semester, or should it be split between the Fall and Spring semesters?
- All guidelines for the staff and dependent grant requirements will be re-visited this winter.

West Lafayette Report: Bridget reported on the following:

- IPFW would like to see a copy of our letter used to encourage employees to donate to CSSAC scholarship funds.
- WL CSSAC committee would like input on improving their CSSAC website. Forward any comments or suggestions to Bridget and she will send those on.
- Currently 64 vendors are signed up for the employee discount program.
- OnePurdue is still in the works – visit the OnePurdue website for more information.
- WL CSSAC would like suggestions on what we would like to see changed at Purdue in the coming year. Any concerns or comments should be sent to Bridget so she can communicate these to WL CSSAC.
- Healthy Purdue packets will go out in the next few weeks. The \$100 incentive will be added to your paycheck this year.
- Open enrollment for benefits is ongoing though October 20, 2006.

OLD BUSINESS

- A. Second Microwave for the Cafeteria –
  1. An additional electrical outlet will need to be installed before a second microwave can be added in the cafeteria. This can be done over winter break.
- B. Butter Braid Sale –

1. Orders are due by Friday, October 20 at 2:00 p.m.
2. Pick-up is Monday, October 30 from 2:00-4:00 p.m. in the cafeteria.
  - i. Schedule: Sherry, Rick and Ginny 1:50-3:00; Stacy and Stephanie 3:00-4:00.

### PENDING BUSINESS

#### A. Fundraisers –

1. Craft and Bake Sale is November 14 and 15.
  - Stacy reserved the tables and created a flyer.
  - Stephanie will send out an e-mail to C/S staff requesting the donation of craft/baked goods or to volunteer time to staff the tables.
  - An inventory of our current craft items needs to be done.

#### B. Employee Donations –

1. Ginny will design a flyer encouraging employees to donate to the dependent and staff scholarship accounts.

#### C. Parking Passes –

1. APSAC is drafting a letter to administration to address concerns regarding the rise in ‘A’ parking permit costs. They would like for CSSAC to partner with them on this.

### NEW BUSINESS

#### A. Holiday Party –

1. The Holiday Carry-In will be Wednesday, December 20, 2006 in LSF 144.
  - Green napkins with red tablecloths will be ordered.
  - Snowman theme – favors will need to be made.

The meeting was adjourned at 4:12 p.m.

Next meeting will be November 16, 2006 at 3:00 p.m. in the Cyber Café.

Respectfully submitted,

Stacy O’Neal  
CSSAC Secretary

## CSSAC SUGGESTION SYSTEM

Revisions/Additions for CSSAC minutes (please include date of minutes): \_\_\_\_\_

Suggestions for CSSAC: \_\_\_\_\_

Your name: \_\_\_\_\_

Check here if you would prefer your name not be mentioned in conjunction with your idea.

Return this form to any CSSAC Representative:

Sherry Behenna	TECH 131	<a href="mailto:sbehenna@pnc.edu">sbehenna@pnc.edu</a>
Rick Bohan	SWRZ 225	<a href="mailto:rbohan@pnc.edu">rbohan@pnc.edu</a>
Ginny Borolov	LSF 27	<a href="mailto:gborolov@pnc.edu">gborolov@pnc.edu</a>
Bridget Cadwell	TECH 135	<a href="mailto:bcadwell@pnc.edu">bcadwell@pnc.edu</a>
Stacy O'Neal	LSF 80	<a href="mailto:soneal@pnc.edu">soneal@pnc.edu</a>
Stephanie Wallace	TECH 357	<a href="mailto:swallace@pnc.edu">swallace@pnc.edu</a>