

NORTH CENTRAL

February 21, 2008

Present: Ginny Borolov, Jan Hanchar, Cecilia Kajer, Stacy O’Neal, Denise Sola and Stephanie Wallace.

Guests: Chelsie Fulkes, Kendra Gardin, and Amy Lutterman

The meeting was held in SWRZ 120A and called to order at 2:30 p.m.

REPORTS

Administrative Announcements: Jan Hanchar gave the following updates:

- Mark your calendar for the annual Recognition Luncheon May 8th (recognition packets will go out soon to all eligible employees honoring years of service - 5 yrs, 10 yrs, etc.).
- Performance evaluation packets will be going out to all supervisors in the coming week.
- From September 2007-January 2008, PNC filled nine open positions, five of which were filled internally from employee transfers or promotions.
- New vacancies – Help Desk Operator, 3rd Shift Custodians (2 openings).

Treasurer’s Report: Ginny just received access to our accounts before the meeting. She will e-mail her Treasurer’s Report once she has reviewed the accounts.

West Lafayette Report: Cecilia was unable to attend the last meeting due to weather conditions.

OLD BUSINESS

A. Fundraiser/Bake Sale

- Made \$185.00 during the sale, which was deposited into the main account.
- The tables in TECH and LSF worked well. Explore the possibility of starting later next year (10:30-1:30 p.m.) due to slow morning sales traffic in LSF.
- Per Jan, Steve Turner gave the okay on 2/20/08 for CSSAC to have a sales table in the hallway of SWRZ next year outside of the vending room.
- We need three new members – Vice President and two members at large (one can possibly be in charge of fundraising).

NEW BUSINESS

A. Spring Carry-In – to be held Wednesday, March 12 from 11:30-12:30 p.m. during spring break in the cafeteria (Denise completed set-up request form).

- CSSAC to provide plates, napkins and silverware – inventory needs to be done.
- All attendees to bring a dish to share and their own beverage.
- Stephanie to make and e-mail a flyer announcing the event.

- B. Spring Fling – Denise to check on room availability for April 30 and send out an e-mail checking for major date conflicts.
- Expecting 25-30 attendees.
 - Possibly serve soup/sandwich buffet like last year. Denise to ask Vice Chancellor Back if he can provide partial funding.
 - Ginny will make up a flyer once the date has been set.
 - Will need games/gifts and introductory get-to-know each other exercises.
 - Brainstorm ideas for games and a guest speaker.
 - Recognize new hires and extend a personal invitation for them to come.
- C. Summer Picnic – date set at July 25th.
- Explore theme ideas – Field Day
- D. Fundraising Ideas -
- Auntie Ann’s pretzels, candy sales, cookie dough...many options to explore.
- E. Voting on New Members -
- Chelsie Fulks submitted a completed CSSAC application which was voted on and approved by the committee members – welcome to CSSAC Chelsie!

Meeting adjourned at 3:25 p.m. Next meeting date TBD.

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:

Ginny Borolov	SWRZ 203B	gborolov@pnc.edu
Chelsie Fulks	SWRZ 137	cfulks@pnc.edu
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Stacy O'Neal	LSF 80	soneal@pnc.edu
Denise Sola	SWRZ 120	dsola@pnc.edu
Stephanie Wallace	TECH 357	swallace@pnc.edu