Minutes

I. Call to Order
Chair Wedig called the meeting to order at 2:00 p.m.

II. Approval of Minutes of November 26, 2013
Tuescher motioned to approve the minutes as presented, seconded by Kruser. Minutes approved.

III. Approval of the Agenda
Wiegman motioned to approve the agenda, seconded by Kruser. Agenda approved.

IV. Announcements
1. No announcements at this time.

V. Administrative Updates (C. Buswell)
1. HR/UPS Updates
No administrative updates, question came up about the custodial staff being outsourced, Buswell is not aware of this news, but there are two custodial positions open at this time. The process for hiring a HR director is in process, meetings taking place to discuss interview questions and job description.

VI. Old Business
1. DMC – 2013-2014 (L. Wedig)
   a. Chair Wedig forwarded the approved information to the financial office.
   b. The total FTE is $121,907.00 and $8,644.00 for LTE for this year.
   c. Funding comes through the 102 and 131 accounts.
   d. More employees included this year, last year some received DMC’s so they were not included but will be this year.

VII. Committee Reports
1. Elections and appointments (H. Faherty)
   We are receiving nominations.

   2. Constitutions and Bylaws (K. Tuescher)
      Nothing to report at this time.
3. Marketing (K.Wiegman)
   a. The cookie social cost $320.00, which leaves approximately $1,600.00 in
      the account. Suggestion for next time, take the cookies back to the
      respective areas.

4. Awards and Recognition (open)
   Jayne has stepped down from being the chair; Mary Kruser volunteered to replace
   Jayne.

VIII. New Business

1. Nominations
   There will be a meeting on February 17 and if they need, they will send out more
   information. Nominations are due March 31, with elections to be complete by
   April 30. The new members would start in June.

2. Resignation – Heather
   Heather has accepted a job as a manager of project management center of
   excellence. We need to a volunteer or elect someone to finish her term, which
   ends in 2015. Mary Jo Droessler will be replacing Heather on the elections
   committee.

   MOTION: Tuescher moved to approve Heather’s resignation to move on to better
   things, seconded by Droessler. Motion approved.

IX. Next Meeting Date Tuesday, January 14, 2014

X. Adjournment
   Chair Wedig adjourned the meeting at 2:27 p.m.

Respectfully Submitted

Lori Wedig, Chair                                                   Lisa A Merkes-Kress, Recording Secretary