

Classified Staff Meeting Minutes

September 25, 2024 | Teams | 1:00pm

Present: Mary Jo Rutherford and Memori Dobbs

1. Meeting called to Order

Mary Jo Rutherford called the meeting to order.

2. Old Business

- There were not enough classified staff members present at the Meeting for a quorum to approve May 22, June 26 and August 23, 2024 Meeting Minutes. This was tabled until the October 23, 2024 Meeting.
- One classified staff member has taken a position elsewhere. Another classified staff member is studying on an academic degree.
- Mary Jo Rutherford is on the Search Committee for the Student Services Specialist position.

3. New Business

- **BOG Report** – Juanita Nickerson – No report
- **ACCE Report** – Chip Hawkins – No report
- **Committee Reports**
 - Legislative Affairs - No updates
 - Staff Development – Mary Jo Rutherford for Jama Marshall Roy
 - Dr. Suzan Clemens can do more trainings with role playing with the information we learned over the Summer on October 20, 2024 at 1:30pm. Mary Jo will let Jama Marshall Roy know this date is ok so she can send out information to classified staff on the training date.
 - Website – No updates
 - Special Events - No updates
- **Fund Raiser – BSN Sports**

Mary Jo Rutherford got a call from BSN Sports to see if we are interested in doing another fundraiser like Fan Cloth. Thomas, BSN Sports, said the difference is that we would get 10% cash back on every single item we sell. This was tabled to the October 23, 2024 Meeting.

- Issues and Concerns

4. Next Meeting

- The next meeting will be held on October 23, 2024 @ 1:00PM via Teams.

5. Meeting was adjourned.

Respectfully submitted,

Mary Jo Rutherford

Acting Secretary for Jama Marshall Roy