

**STAFF ASSOCIATION MEETING MINUTES**  
**April 11, 2007**

**PRESENT**

Bonny Barsi, Jean-Paul Beauchemin, Elinor Cherry, Judy Chestnut, Barbara Dessureau, Donna Galin, Lynn Galvin, Ellen Levasseur, Louise Melanson, Sandi O'Donnell, Lisa Parker, Nancy Philip, Jason Pomposelli, Amy Rodenbush, Jennifer Sanborn, Barbara Schwartz, Sharon Scorso, Janet Stephens, Bonny Stoecklin, Linda Zigmont

**PRESIDENT REPORT**

Jason Pomposelli opened the meeting at 1:00 p.m.

**MARCH MINUTES/TREASURER'S REPORT**

Minutes were approved. The treasurer's report had no activity this month and available balance is \$2787.79.

**GUEST SPEAKERS**

Sue Landolina, gave a PowerPoint presentation on the online room reservation system and the R25 scheduling system. If you are interested in reserving space you need to contact one of the following people depending on the type of space you need.

Nancy Philip (4594)	Academic Space (classrooms)
Conferences (4951)	1877, Wilde Auditorium
Leonard Bretton (4584)	Lincoln Theater, Millard, Berkman
Ted Stavropoulos (4650)	Sports Center
Ellie Fisk (4275)	Henry Roberts Room
Online reservation (4283)	GSU, Konover, Commons

To reserve a room in GSU, Konover or the Commons go to the following website [www.hartford.edu/sca](http://www.hartford.edu/sca), click on forms, then click on Facility Reservation Form, fill out the form and send it in; within 48 hours you will get an email response informing you if the room is available. To check and see if any room or space is available on campus before contacting someone you can log on to <http://r25.hartford.edu>, click on the date you need a to make a room reservation and you will get a listing of all the room/spaces on campus already reserved.

**COMMITTEE UPDATES**

**BAT/BTF/TPC**

No new information to report.

**OLD BUSINESS**

The proposed changes to the paragraph in the University of Hartford Staff Handbook regarding notifying your supervisor about interviewing for university positions and the reasoning behind the changes were passed out at the meeting. Jason will be meeting with Beverly Maksin in the near future to discuss the changes. He will also discuss with Beverly who will be the new SA representative to BAT.

The SA still needs volunteers for Community Day, April 21<sup>st</sup>; we will be handing out balloons and candy in the HJG courtyard. Anyone interested in volunteering please contact Jason. Also contact Jason if you are interested in volunteering for Special Olympics, May 12<sup>th</sup>.

**NEW BUSINESS**

Ellen Levasseur is looking into a SA trip in late May early June to either the casino or Boston. SA will be conducting another survey like the one we did for the past elections to see where members are most interested in going. The trip to the casino would be a Friday night; the trip to Boston would be on a Saturday.

Ellen also spoke on Dress Down for Students, a program they have in Student Affairs, in which staff members pay \$1 every Friday in order to wear jeans to work. This money is put into a fund which is used for students when they are in a bind, whether it is for buying books, money to get home in emergency, etc. Money is paid back to the fund by the students. If there are other departments or colleges interested in starting this program in their areas, please contact Ellen and she will help you get started.

### **ANNUAL REPORT**

Jason gave a brief overview of the past year including the fact that we now have 150 members. Here are some SA events or SA participation from the past year.

Festival of Giving Fundraiser - \$255

Thanksgiving Luncheon – Over 400 lbs of food donated to Food Share

2<sup>nd</sup> Annual BBQ

Founder's Day – ran the raffle at half time

Hartford Scholar \$500 Scholarship

Tote Bag Fundraiser – we have recouped costs, any further sales will be all profit

### **INSTALLATION OF OFFICERS**

President	Jason Pomposelli
Vice President	Ellen Levasseur
Treasurer	Elinor Cherry
Corresponding Secretary	Jennifer Sanborn
Membership Director	Bonny Stoecklin
Recording Secretary	Linda Zigmont

**Next Meeting will be May 9<sup>th</sup> in GSU 335E.**

Linda Zigmont  
Recording Secretary