

University of Georgia – Division of External Affairs

Staff Representative Group Meeting

Location: Milledge Centre Large Conference Room
Date: August 11, 2011

Members Present:

Marcus Jennings
Christine Jepsen
Laura Bray
Brenda Bryant
Greg Harmelink
Sandy Ledford
Brad Neathery
Terri Franks
Susan Spradley
Laura Ledgerwood
Heather Putnam – filling in for Aldon Knight

Meeting was called to order by Marcus Jennings, Chair.

Minutes approved from last meeting on June 9, 2011.

Old Business:

1. Staff Council Update with Vice Chair
 - a. Marcus provided information on the budget for FY12.
 - b. The new childcare facility for UGA faculty and staff will be accepting applications this fall and will open in January 2012
 - c. For the Staff Council, Marcus Jennings will be handling issues such as health & safety and will be on the parking tickets committee. Christine Jepsen will be handling communication concerns.
 - d. Volunteers are needed for the Staff Council Conference on October 5th and 6th.
2. SRG Representative Binder
 - a. New binders will be created and distributed in October for all SRG members.
3. Ad-hoc committee on SRG visibility
 - a. Greg Harmelink provided an information sheet on the proposed SRG website. All agreed on the information that would be posted on the website.
4. Gator-Hater Breakfast – October 28th
 - a. Brad Neathery volunteered as Committee Leader.
 - b. Discussion of budget which is handled by Teresa Guthrie
 - c. Discussion of door prizes-what types of items to ask for
 - d. Discussion of possible other venues but Visitor's Center is still tentative location

New Business:

1. Replacement Members

- a. Susan Spradley joined as replacement for Jan Nixon. Susan represents the areas of Office of the SVPEA, Principal & Major Gifts, and Donor Relations
- b. Kristen Munsey was suggested as a possible replacement for Ashley Freeman who represented Government Relations and Special Events.

2. Newsletter Ideas

- a. October edition could possibly include photos from recognition party, years of service of long time employees, a message from the SRG chair, and possibly highlights from any specific department to recognize something spectacular their department has achieved.

With no additional new business to discuss the meeting was adjourned.

We will meet again on October 13, 2011 at 11:00 am. The venue has yet to be confirmed, more information to come.