



## MINUTES

Staff Senate Work Session  
April 21, 2021  
1:00pm, Virtual



- I. **Establishment of Quorum / Roll Call**  
Quorum was established with roll call. **Present:** Georgia Baca, Karen Wezwick, Gloria Pacheco, Jessica Flores, Shannon Ortiz, and Emily Ulibarri. (Lawrence Vigil and Matthew Cordova were present for portions of the meeting.)
- II. **Call of Meeting to Order --** Chair Baca called the work session to order at 1:04pm.
- III. **Approval of Agenda** –Jessica Flores motioned we approve the agenda, Emily Ulibarri<sup>2nd</sup>; Roll call vote showed all in favor, with Chair abstaining--motion passed.
- IV. **Approval of Minutes** – no minutes presented, as this was a work session.
- V. **Public Comments** – no comments allowed—work session.
- VI. **Informational/Discussion Items**
  - A. **Staff Senate Stipends/Clarification & Deadlines** – Karen Wezwick will be sending out the master listing of meeting dates for all meetings, so all can compare against their records, and get ready by end of May, ready for submission in mid-June, so that stipends can be paid out at the end of June.
  - B. **Employee End-of-the-Year Staff Get-together**—Chair Baca mentioned that Matthew Cordova was hit with an unexpected training, so he was not able to attend this meeting, but that we will be following the phases of Covid19 Guidelines set out by the state. The event will be scheduled for the weekend of July 4<sup>th</sup>, and include families, vendors, games, activities, and possibly entertainment. Fourth of July falls on Sunday, so all dates will be looked at closer.  
  
Raised questions/ Ideas: Face Painting/Jump House/ Free? Cost needs? Vendors? Volley Ball Court, Basketball game, Portable Movie Theatre, get staff feedback as far as doing things vs. enjoying the event; T-shirts for all participants? Snow Cones & Cotton Candy Machines are available at Luna, as well as popcorn poppers. We DO want to recognize the employees with certificates & pins for the 5-Yr. increment service times. SPONSORS can be solicited, as long as there is no exchange of funds involved.
  - C. **Election Preparation**—All were tasked with reading thru the By-Laws & Const., to familiarize themselves with the election process, and start recruiting someone to serve from their staff membership groups. Dates for the election will be solidified at the next meeting.
  - D. **Graduation Representation**—Staff Senate senators have been tasked with ushering the ceremonies. If one does not want to help, then that senator must find someone to fill their spot on that day and time. Geraldine will need a solid list of those participating, so she knows who will be helping. Of course, this is all dependent on what COVID19 restrictions are in place. It appears that there will be at least two ceremonies, but everything is tentative. Dress -- Business Casual.
  - E. **Constitution & By-Laws review**—Jessica Flores motioned tabling this, as Gloria Pacheco was teaching and unable to attend the work session, Matthew Cordova <sup>2nd</sup>, and with roll call vote, motion passed.
- VII. **Action items** –none
- VIII. **Unfinished Business / Follow-up Items** – none
- IX. **New Business** -- none
- X. **Adjournment**—Jessica Flores motioned we adjourn, Matthew Cordova <sup>2nd</sup>, roll call vote was taken--with all in favor, motion passed, and meeting adjourned at 2:06p.m. We will have another work session April 30<sup>th</sup> at 8:30am.