

COMMUNITY RELATIONS COMMITTEE MINUTES Staff Council, Georgia State University	Date:	Wednesday, Aug. 11, 2010
	Recorded by:	Alicia White
Attending:	Lesia Chandler, Ann Claycomb, Cynthia Forrest, Kimberly Moore, Roger Roa, Valerie Ross, Anita Webb, Alicia White	

Agenda item:	Benefits/Employee Information Day 2010
Summary of Discussion (e.g. key topics, presenter):	<ul style="list-style-type: none"> ○ Oct. 29, 2010 - Benefits Fair ○ Everyone in Community Relations signed up for an area to work for at the fair ○ Suggestions were given for a powerpoint slide on the screen reading “Thank You [for all you do to make GSU a great place to work]” and a special thank you to our sponsors ○ Human Resources may have additional meetings in regards to the fair ○ Everyone who will be helping with the Benefits Fair will be expected to be out of their office most of the day ○ Staff Council T-shirts <ul style="list-style-type: none"> ○ Kimberly showed a sample of the t-shirt on paper ○ Some Executive Committee members may be interested in purchasing a shirt
Action Items:	<ul style="list-style-type: none"> ○ Committee members will continue to contact venues for give-a-ways ○ Pull out the banners for the fair ○ Ann will update Staff Council brochure and poster on staff council scholarship ○ Try to book Benefits Fair one year in advance through GSU Reservations for next year

	<ul style="list-style-type: none"> ○ Roger will check to see if Leon Staples could MC ???
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Agenda item:	Day in the Rec (formerly Day in the Park) Thursday, October 28, 2010
Summary of Discussion (e.g. key topics, presenter):	<ul style="list-style-type: none"> ○ Receiving information in regards to Staff Scholarship ○ Having a table set up with staff council information on it including brochure, trinkets, etc.
Action Items:	<ul style="list-style-type: none"> ○ Will contact Debbie Rupp to find out the type of presence for the Day in the Rec ○ Will be responsible for the Cake Walk

Agenda item:	Employee Appreciation Thank You Notes (STILL ON HOLD)
Summary of Discussion (e.g. key topics, presenter):	<ul style="list-style-type: none"> ○ Would be a good idea to put the President's name behind the note ○ Increase presence of Staff Council
Other:	<ul style="list-style-type: none"> ● Please remember Sept. 30th- Fire Safety Carnival, Hurts Park from 10:00-1:00

***Next Community Relations meeting is scheduled for September 8, 2010, Auxiliary Services Conference Room (Suite 200, University Bookstore Building), from 2:00-3:00**