

MINUTES -- STAFF ALLIANCE MEETING

SEPTEMBER 23, 2026 • 11:00 A.M. • GW 312

Presiding: Tracie Bopp

Present: Shelby Garner, Connie Brooks, Travis Landgrave, Erin Siems, Tiana Saunders, Katie Andrews, Karen Fagerstone, Jeannette McCoy, Lisa Arthursen

Not Present: Shelly Norvell, Tabitha Siemens

- I. Call to Order
 - a. Tracie calls the meeting to order at 10:59 a.m.
- II. Executive Committee introductions
- III. Approval of Bylaws
 - a. Tracie proposed an amendment to move the chair of the Professional Development Fund committee to the Treasurer position.
 - b. Discussion: Tracie explained the history of how staff alliance has worked in the past and how we have restructured the alliance moving forward.
 - i. Meeting structure
 1. Executive committee will meet monthly at a time TBD
 2. All staff will meet at least twice a year to coincide with convocation each semester. Additional meetings could be called if deemed necessary.
 - c. Jeannette moves, Karen seconds, and the assembly unanimously approves the Updated Staff Alliance Bylaws as amended.
- IV. Committee Reports- No committee reports for this meeting
- V. Committee Assignments- new members were assigned to committees
 - a. Connie Brooks will continue to chair the New Employee committee
 - b. Erin and Jeannette will take roles on the Policy committee
 - c. Jeannette will join the Calendar committee
 - d. Travis, Tiana, and Karen will join the Activities committee
 - e. Katie will join the Professional Development Fund committee
 - f. Erin will join the Benevolent Fund committee
 - g. Travis will join the EOM committee
 - i. Will check with Shelly to see if she would be willing to serve on this committee as an extension of the Durst committee
 - h. Tracie will work on setting up a time for the Professional Development Fund committee to meet and go over the requests that have been received so far this year.
- VI. Old Business
 - a. Dues
 - i. \$25/person, not required, but strongly encouraged
 - ii. Half of the funds collected go to the Activities committee to aid in planning activities throughout the year along with the Holiday Breakfast and the Retirement and Recognition reception.

- iii. Those who participate will be entered into a separate drawing at the Holiday Breakfast

VII. New Business

- a. Nominations for Secretary and Treasurer were accepted from the floor
 - i. Tiana Saunders for Secretary
 - ii. Lisa Arthursen for Treasurer
 - 1. Connie moved to approve the nominations, Erin seconded. The committee voted and approved unanimously.
 - 2. Tracie will set up a meeting with the newly elected and Autumn Baker to train on the expectations of the positions.
- b. Tracie talked about the early retirement committee and will get a copy of their proposal and distribute to the entire body to review and provide feedback.
- c. Does the Wednesday meeting date and time work for everyone?
 - i. Proposed that we move from the 3rd Wednesday of the month to the 3rd Thursday of the month at 11am instead. Tracie will send out an invitation for the next meeting.

VIII. Announcements

- a. On October 14th, HR will be sending out an Employee Engagement and Wellness survey to everyone on campus. The survey is administered by Qualtrics and is completely anonymous. Delegates are asked to encourage all in their areas to complete the survey.
- b. Three seats on the CC Board of Trustees are up for election this year. The college is planning on hosting an Open Forum in October to meet and hear from the candidates running for those seats. If you have questions that you would like to submit for the forum, please have them to Tracie or Shelby before October 2nd

IX. Adjournment

- a. Karen moves, Connie seconds, and the assembly approves the motion to adjourn the meeting at 11:53 a.m.
- b. Next meeting will be Thursday, October 15 at 11 a.m. in UU 418.

Respectfully submitted,
Shelby Garner
Staff Alliance Vice Chair