

**Officers of Administration Council
Meeting Minutes
Wednesday, January 10, 2007
1:30 -- 2:30 pm 109 Friendly**

Members present: Kathy Cannon, Shelley Elliott, Ceci LaFayette, Rachele Raia

Excused: Chris Loschiavo, Marilyn Reid

Others present: John Crosiar

Agenda

1) Announcements

Review past minutes – December

The minutes were reviewed and Kathy will make some clarifications to the update on the lunch with Frances and suggested topics for brown bags.

2) Business

Brown Bags – update on Jan 25

The brown bag on retirement funds is set to go in the Maple Room.

Follow up on Safety Issue for OA's (Rachele's memo re: 12/22)

How to follow up?

Safety issue?

Energy issue?

Better communication of policy

3) Misc

Group Photo

A photo was taken with the members present. Another will be scheduled to include all members in the near future.