

**Officers of Administration Council
Meeting Minutes
Wednesday, May 9, 2007
1:30 -- 2:30 pm 109 Friendly**

Members present: Kathy Cannon, Shelley Elliott, Ceci LaFayette, Chris Loschiavo, Rachele Raia, Marilyn Reid

Others present: John Crosiar

Agenda

1) ANNOUNCEMENTS

Review past minutes – April
Approved as written

2) BUSINESS

○ Spring Elections Results

Newly elected members: Kat Kordon, Cynthea McIntosh

Re-elected: Kathy Cannon

Need to clarify how OAs vote

Contact new members and invite to June lunch meeting

○ Brown Bag

○ Debrief on April 19th

Kathy Cooks did a good job moderating the meeting

What is the OAC role in the wellness committee?

○ Upcoming May 23

Stephanie Franklin and Kelly Wolf have confirmed and we have a room with
beverages ordered

○ Ice Cream Social this summer?

Discussion of location and “hook.” Decided on EMU Amphitheatre with canopies and
live music

○ Safety Issue during Winter break – review draft of memo to Linda King and Frances
Dyke

[There was discussion about the service split and resulting staffing during

holidays.] The council swapped several drafts by email and a final was sent at the
end of June.

3) MISC

○ Budget Report

Need to plan speaker to spend down money

○ Building manager training for emergency response