

## OA Council Minutes – approved by OAC (via email consensus) August 23, 2012

July 10, 2012, 10:00 – 11:00 am

109 Friendly

Members		Lead Assignment/Title			Present		
Miriam Bolton		Chair			X		
Patrick Chinn							
Chris LeBlanc							
Deb Mailander		Communications					
Colleen McKillip		Vice Chair			X		
Kristina Mollman							
Lisa Raleigh		OA Forums			X		
Teri Rowe					X		
Guests							
Mary Beth Allen, Associate Director, OA Employment							
Item 1	Item2	Item 3	Item 4	Item 5	Item 6	FYIs	Standing Agenda
Discuss new roles and responsibilities for 2012-13	Set meeting minutes roster	Final update: Ice Cream Social/Tree Tour (July 19, 11:30-1:30)	August 7 <sup>th</sup> Forum	Annual Meeting	Annual OAC Retreat, Aug. 21		Approval of Minutes

Topic	Discussion	Decision	Assignment
<b>Approval of Minutes from June open meeting</b>		<b>Tabled due to lack of quorum.</b>	
<b>Discuss new roles and responsibilities</b>	Due to low attendance, this item will be moved to the August meeting.	<b>Tabled.</b>	
<b>Set meeting minutes</b>		<b>Set alphabetically, beginning with McKillip in July; Mollman in August (future assignments to be shown on next meeting agenda).</b>	

Topic	Discussion	Decision	Assignment
<b>Ice Cream Social/Tree Tour</b>	Miriam will check qualtrics final count. Lisa will confirm with Whitey and Jane. Miriam will confirm catering count based on qualtrics numbers. Teri will take care of paying Whitey \$50 to lead the tour; Jane is doing it on work time. Miriam will send special invitation to senior admin and reminder to OAs (Lisa will send text to Miriam). (RSVP by Friday). A request was received wondering if it would be okay to bring family members to the Ice Cream Social - no as it is a business-related event during work time. Ideas for more appropriate family events were solicited from the requestor. Our suggestion: family OA night at ems? general solicitation of ideas from OAs? Requestor could create a committee with an OA liaison. We are at capacity now in terms of energy and time and focus. Robert Voelker-Morris will be referred to Mary Beth Allen, who will refer to Karen Logvin.		
<b>August 7 Forum</b>	Forum venue is LLC. White paper discussion. Lisa will confirm LLC (will accom. 125). Announcement will be made at ice cream social, the following Monday a notice will be sent asking for RSVPs. Lisa will draft text. Future forums - Miriam will contact Staci to schedule one with Mike Gottfredson (prob. in November).		
<b>Annual Meeting</b>	Date set for Oct. 23 <sup>rd</sup> ; 3:00-4:30 meeting, 4:30-5:00 for social networking. Catering will be discussed at next meeting.		<b>Colleen to reserve Fir Room in EMU – post meeting note: Fir room unavailable so ballroom in Ford Alumni Center was reserved instead.</b>
<b>Annual Retreat</b>	Miriam volunteered to host the retreat at her home; lunch will be catered.		
<b>Next Meeting</b>	<b>August 21, 2012 – OAC annual retreat September 10, 2012; 10:30-12:00, EMU Century D</b>		

Recorder: Colleen McKillip