



**Members Present:** Kate Boutilier, Amke De Boes, Paisley Hartman, Jeff Helms, Derek O'Connell, Melissa Ramirez-Osorio, Mike Regilio, Amy Secretan, Kara Snyder, Derek Story, Heidi Verticchio, Mandy Webster, Kate Weiser

**Members Excused:** Wilma Bates, Nikki Brauer, Shannon Darling, Geno Hampton, Marci Rockey, Katy Strzepek

**Guests Present:**

**Speakers:**

**1) Approval of Agenda**

A motion to approve the agenda was made by Mike Regilio, seconded by Jeff Helms. The agenda was unanimously approved.

**2) Approval of Minutes**

Minutes from 5/23/24 meeting were posted to Teams following today's meeting for review, motion, and second.

**3) New business**

- **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**
  - Have not met since May. Next meeting is scheduled for June 27.
- **Preparing for Executive Board Elections (Amy)**
  - Marci and Kate will facilitate election process this year. Nominations for Executive Board positions (Chair, Vice Chair, Secretary, Treasurer) will open in late July. Please contact members of Executive Board with questions or to learn more.
  - Elections will take place using Microsoft Form and new board will be voted in at the August 8 meeting.
  - Consider nominating yourself or someone else! Marci and Kate will reach out to those nominated to confirm acceptance of the nomination.
- **Reviewing & Updating Files in Teams (All)**
  - If you are rolling off Council, are a committee chair, or serve in an appointed position, please upload documentation, notes, processes in Teams Channel. There are Channels for each role and committee. If you need access to Channels, please let Amy know.
- **Preparing for July 25 Meeting with President Tarhule (All)**
  - Items for discussion:
    - Advocating for university closure on Election Day.
    - Concerns about size of incoming class (housing, course availability)
    - Staff survey (progress, thought on following-up on regular basis)
  - Amy will send items to President Tarhule in late June to allow him time for review. If you have any additional ideas or suggestions, please let her know. We can also develop questions "on the spot" during the meeting.
- **Filling Awards Representative Vacancy (All)**
  - Wilma is leaving ISU for a new opportunity. She will update files in Teams for the incoming Awards representative.
  - Council approved filling this vacancy with the next highest-vote getter in this year's elections, Daniel Freiburg. Amy will contact Daniel to see if he is interested in serving in this role for the remainder of Wilma's term, 2025. If he would like to continue serving, he will be eligible to run for election next spring.
  - The process and selection for Team Awards will begin this fall. Please contact Amy if you are interested in being involved.

**4) Old business (2023-2024 List)**

**Brainstorming Topics List (On-going)**

- Staff compensation/salary (salary compression, equity, and counteroffers)
- Review of Master Plan
- Pedestrian safety
- Town/Gown assessment
- Faculty/staff release time policy for civic engagement
- Connected issues relating to visibility, communication, programming
- Develop systemic process for programming events
- Advanced planning and sharing of ideas across divisions for flexible work in summer months
- Staff Survey results
- AP/CS Council Merger

5) **Chair Remarks** – Amy Secretan

See above.

6) **Treasurer's Report** – Heidi Verticchio

We had 3 expenditures (B&B Awards, \$140.64; ISU Hort Center, \$135.00; Dennys Donuts, \$80.60) for a total of \$356.24. The balance is \$1193.06.

7) **Human Resources Report** – Derek Story

**Tuition Waiver Forms** open and available for dependent waiver submission

**Personal Plus Time** - updates for active employees will occur shortly after the July 4th holiday in iPeople. Time available to use 7/1, but reporting will follow normal accrual cycles.

Question from Geno at last meeting – are employees able to request bi-weekly pay or monthly? Comptroller/Payroll drives these decisions.

New rates for benefits will take place for monthly paid on 7/31 paycheck/pay advice. May see a slight difference in deductions for health insurance if you elect.

8) **Representative Reports**

- **Awards** – Wilma Bates – **No Report**
- **Academic Senate** – Jeff Helms – No Report
- **Campus Communications Committee** – Melissa Ramirez-Osorio  
Next meeting scheduled for July for Board of Trustees meeting in August. Melissa and Geno will connect to discuss role. Melissa is meeting with Martha to discuss the transition and will introduce her to Geno.
- **Foundation** – Heidi Verticchio  
See notes below from Heidi. Next Foundation meeting will be Friday, June 21.

No quorum. No voting. Toni gave her report.

Ewing had two wedding cancellations in June, but they were rescheduled by others, which is an update from the February meeting, so there was no loss of funds.

Added tours and photo opportunities have been a great revenue source for the manor. Over the years, revenue has increased in the past 12 years from under 20K to around 100K. Neighbors of Sunset are committed to seeing Ewing succeed. Also, the Reardon Family and Breitweiser Family are committed donors.

Foundation dollars of just over 100K work on overall maintenance – continue windows and door restoration, kitchen floor, new boiler, and roof inspection. Manor will be adding a hand railing to enter the house more safely.

The foundation does not support the Shakespeare Theater. This is from the College of Fine Arts. They typically donate 15K from theater ticket sales. Removal of raccoons and caging entry points has been a large expense. Some minor theater replacement seats and electric trades have also been done. The new Dean will start in July, and theater and performing arts are his background (the current Dean has a background in musical performance), so it will be interesting to see what ideas and renewed energy he wants for this program. Hope this will continue to be an excellent partnership. The theater is occasionally rented out to other local groups for various concerts and performances to get another revenue stream – it's minimal, but it's something.

Expenses for next year are about the same as last year. There is an increase in insurance and utilities (due to the 30% increase in water for the City of Bloomington).

Ewing had an environmental audit of the Manor and was in good shape. The theater will likely need to make some changes to continue to show progress. The official report is forthcoming.

Events continue to happen daily, and the weekends are typically booked.

In this past week's Pantagraph paper, Toni wrote an article about David Ewing (he lived in the manor for 6 months). Bill Flick wrote a piece about Toni Tucker in the same paper about her job/passion for the Manor. Opening Hazel's Closet has been very beneficial, with over 500 visitors as a year-long promotion. They will continue with another year-long event visit option in the fall.

Ewing now has a gardener who provides consistent daily care for weeds and gardening, which is great. This is something that ISU pays for.

- **ISU Annuitants Association – Nikki Brauer – No Report**

## 9) Committee Reports

- **Merger Working Group – Amy Secretan & Derek O'Connell**  
Amy, Melissa, and Derek O. met to discuss updates to this month's News article. Quanisha and Beth were unable to attend. Quanisha has been appointed director of Career Services and will transition to AP staff. Amy will provide updates on new Chair for CS Council. They are currently electing new members.

Amy will contact Quanisha and Beth, who will also be leaving CS Council, this afternoon to discuss transition regarding the working group work and discussions. They can continue to be part of the working group if they want to, but it would be beneficial to have someone active on CS Council be present for information-sharing.

Will continue to share drafts of News articles relating to the merger. Please send feedback on articles to Amy, Derek, or Melissa.

Melissa is speaking with Rachel Caracci to discuss beginning of school year staff appreciation luncheon. This could be an opportunity to distribute information and materials about Staff Council Merger proposal.

The next News article will address questions from staff. Content will resume in August and will focus on sub-committees and external representation; perception that the latter is the point of greatest interest among staff.

We now have a Staff Council email.

Question about representation being impacted by staff changing job classifications. Nothing is codified, but the merger proposal does aim for a minimum number of staff from each job classification. There is room to take different approaches without substantial concerns about representation. Previously, we have allowed those

changing classifications to complete the remainder of their term, particularly because we did not have anyone available to fill open positions. We can decide as a Staff Council how we might want to handle this. Do not want to take away from staff the opportunity to serve. We can incorporate this into Constitution and or by-laws.

- **Elections** – Marci Rockey – **No Report**
- **Programming** – Kara Snyder & Katy Strzepek  
Kudos on Breakfast & Basil event in May! Great turnout for a summer event. Thank you for attending and to Heidi for facilitating payment.
- **Communication** – Kara Snyder  
Mandy will be taking over Communication Chair in August. The June newsletter will be sent the last Monday in June. Please send any items for June newsletter to Kara by Monday, June 17. Mandy will facilitate the next newsletter in August.
- **Scholarship** – Derek O'Connell  
Sub-committee is reviewing applications - (7) applications this year. We have been asked about late applications and decided as a sub-committee to not accept late applications. Sub-committee will meet to discuss decision if needed and Derek will begin his work.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan  
Thank you to Mike for identifying wording on AP Council website that was not inclusive. EDI sub-committee (Katy, Amke, and Amy) will review our website this summer and will track items of concern and propose changes to language. Will bring any substantive changes to Council for a vote, particularly if within Constitution.

## 10) University Updates

## 11) Adjournment

A motion to adjourn the meeting was made by Melissa Ramirez-Osorio, seconded by Derek O'Connell. The motion was unanimously approved.

**Next Meeting: Thursday, July 25, 2024 / Zoom or STV 140**

*\*Please note: President Tarhule will be attending this meeting. We encourage attending in-person if possible, but a Zoom option will be available.*