Conducting Meeting: Deb Megill, President

In attendance: Jennifer Barton, Tracy Jones, Mary Price, Maren Seamons, Taci Watterson, Vicky Yeates

Excused: Valerie Donohoe

1. Approval of Minutes:

No quorum present, so minutes will have to be approved at the next meeting.

2. Committee Reports & Assignments

Benefits –

Deb Megill will become chair of this committee beginning in July when she steps down as President.

Employee Relations – Valerie Donohoe

Not available.

Employee Enhancement –

We still need someone to chair this committee.

Scholarships – Vicky Yeates

Trish Kingsford is taking over as Chair of the Scholarship committee and will no longer be in charge of the Employee Enhancement committee. Enid Kelley and Vicky will also be a part of this committee.

Media & Public Relations – Jennifer Barton

We will add something to the newsletter encouraging participation in the CEA. We will also ask CEA members at our Distance Education campuses to become more involved with committees, etc.

Employee Recognition – Mary Price

Mary has taken over as chair of the Employee Recognition committee.

Budget – Maren Seamons

Nothing to report.
3. **Bylaws Modifications**

The committee went through each line of the bylaws; each member had been sent a draft copy with suggested revisions well before the meeting for review. Tracy will produce an updated copy accepting the revisions we agreed upon and changing the things discussed in the meeting. We will revisit this in the June meeting so that we can accept the changes before the new CEA Executive Committee starts in July.

Once we have successfully modified the bylaws, we will send a copy to Dave Cowley.

4. **Other**

A. It was noted that we do not currently have a link to the PEA on our website, so this needs to be added. We also need to build a page recognizing the businesses that donated to the CEA luncheon.

B. **Election Coordination:** We need to hold elections for the following positions: Vice President, Treasurer, and Secretary. Dorie Barnes has agreed to fill in as Secretary. Megan Maples has agreed to run as either Vice President or Treasurer. Taci will check into the possibility of doing voting through EZ-Plug or some sort of survey software.

C. Deb and Taci recently attended the Presidential Review meeting. While there, Taci suggested that the President’s Office should have a Staff Appreciation Day to be more connected with the classified employees.

D. **Beginning in July,** the CEA Executive Committee will be moving to the 7th floor of the Business Building. Taci will give more information for the July meeting.

Meeting was adjourned.

Next meeting will be July 21, 2011.