CEA Board Meeting Minutes  
Business Bldg. 715  
October 16, 2014  11:00 a.m.

Conducting Meeting:  Taci Waterson-Balls, President  
In attendance:  Brian Joy, Deb Megill, Monica Neilson, Darla Moore. Annette Grove, Diane Buist, Nancy Christensen.  
Excused:  Megan Maples,  

**Opening – Taci Waterson-Balls** – There were enough board members to approved the minutes for the last year. Brian Joy 1st nominations and Megan 2nd nominations.  
Talked about extended hrs for pool, both ways early and later, wellness challenges, brown baggers, and we filed out questionairres about what things would work.

**Salary and Benefits** – we don’t have a board member for this yet so not discussed.

**Employee Enhancement – Monica Neilson**  
Monica is over the brown bag, Holiday Social, and the summer swim night. The Holiday Social will be Dec. 17th from 9 to 11. It is an Open House in 507 ECC. Monica has a student helping to contact for donations. The room is arranged, invitation finished, hoping that catering is doing the drink, and we were unable to get cider so far.

**Scholarships - Deb Megill** – the scholarships have been updated. Has been changed from 5 years to 3 years to apply. Those that can apply are employee, spouse, child, grandchild and the deadline is the end of Feb. The decision is made the middle of March.

**Media & Relations – Diane Buist** – has updated the webpage and it looks great. The newsletter is getting ready to send out. Diane adding the updated scholarships, employee of the quarter as attachments. Going to include on the newsletter that we are looking for a Salary/Benefit member.

**Employee Recognition - Annette Grove** – is updating the welcome letter for new employees. She will refer to the webpage and attachments so they will know about scholarships, employee assistance program. Checking out the webpage to make sure her part has been updated.

**Other Business:**  
1. Our website is cea.usu.edu  
2. Next meeting we are going to look at the bylaws to see what need changed. Do we need to change how many need to be here to vote as a quorum, we don’t have as many on the board so
can we change that. Change on how many years worked here to be considered for the employee recognition.
3. Diane will attend the calendar meetings and Annette will attend the University employee recognition meetings.
4. Darla will check to see if we need to do a system dump and clean out the CEA mailing list. She needs to check with Jody at HR about sympa.

Meeting adjourned at 12:00

Next meeting will be November 20, 11:00 Business Bldg 715