



2022-2023 Officers:
Chair: Kristin Myers
Vice-Chair: Vacant
Secretary/Treasurer: Elisabeth Murillo
Digital Comm: Summer Kibbe

PSO Meeting Agenda

March 15, 2023 - 10:00 a.m.
SCG 126 and Zoom

1. Call to Order - 10:03
2. Approval of minutes - 10:04
3. Committee Reports
 - a. LC Cares - Nothing
 - b. Compensation Review Committee - Posting on PSO Website
 - c. Functional Area Committee - Presented to Administration. Sounds great, no decisions until budgets are done.
 - d. PSO Mentors - No updates
 - e. PSO Employee of the Year - Employee chosen and recommendation sent forth. April 7th award ceremony. April 8th will notify the other nominees.
 - f. Professional Development - **All on PDT Website** 3/16 - P Card training 10:00 over Zoom | Learn a Latte: Adobe Forms, Friday TJH 108 10-11, Bring laptop | 3/21 - Setting up Teams Meetings 11pm & 3pm | 3/22 Workman's Comp overview | 3/31 Learn a Latte': New Employee Forms and On boarding, TJH 108
 - g. Professional Staff Hearing Board - Need to add people due to vacancies
 - h. Winter Revels - Nothing new
 - i. PSO Donations - New members - you can donate as well so we can do fun stuff. Contact Jane in payroll if you would like a payroll deduction for that. New payroll policy: Minimum for \$5/check and minimum of 5 draws (at least \$25 a year)
4. Secretary/Treasurer Report - Revenue: Feb: \$86; March: \$46 Expenses: Feb: \$30; March:\$0
Ending Balance: \$3844.47
5. Digital Communication Officer Report
 - a. Election Update - Nominations in and nominations accepted. Poll will be up on website 3/17-3/31 to vote and announced during April meeting.
6. Chair Report
 - a. Calendar of Events - Native American Awareness Week, 3/15 Ask Coyote: 1:30 pm | Ask and Answer with President @ 3/15 12:00 | 3/15 Chili Cook Off 11-1 | 3/17 & 3/20 BUCS Finalist Presentation (Info in Monday Message) | April 7th for Faculty and Staff Appreciation Event. April 7th deadline for Signs of Spring for SUB/CSL | Warrior Board Entertainment apps open, let students know to apply. It's on Handshake until April 14th.
7. New Business - No New Business
8. Drawings - Jennifer Hawkins | Summer Kibbe | Vikki Swift-Raymond
9. Adjourn - 10:19 a.m.