

**YCSA Meeting Minutes – 05/01/09 – Board Meeting  
30-126/J-107, 2:30-3:30 p.m.**

Board members present: Jodie Buehler, Susan Carroll, Todd Conaway, Cathy Gertsch  
Absent: Juanita Lucero, Gina Woodman

Recorded by Jodie Buehler, Secretary

**Agenda Item**

**Discussion**

**1. Call to order**

The meeting began at 2:40 p.m.

**2. Discussion about the Establishment of YCSA Condolence Fund**

In the last several months, three employees from the College have passed away. Todd thought it would be a good idea to begin a YCSA Condolence Fund for flowers or cards, etc. for bereavement purposes to show our respect to the families that lost their loved ones. It was suggested to coordinate something with Student Affairs. Another suggestion was to put a collection basket out at Employee Day during the meeting, and send out a notice in advance so folks can participate.

**3. Discussion regarding upcoming Employee Day in August 2009**

Todd requested a better strategy for the August Employee Day. He suggested Cheryl Moreno be invited to attend the next Board meeting to discuss what YCSA would like to have happen:

- a. Send a request to YCSA members who attended workshops/conferences during the past year to present at the meeting what they learned (3-5 presentations of 3-5 minutes in length);
- b. There will be elections in June with the new officers taking their positions at the August Employee Day YCSA meeting;

**4. YCSA Involvement**

Todd suggested the Board come up with some ideas on how to reach those employees that would like to be involved but don't know how:

- a. New Hires Orientation – Ask HR to allow YCSA to give a 3 minute speech about what YCSA is and what we do;
- b. Offer a YCSA welcome packet, similar to what HR gives out- with information about YCSA and the value it offers to employees;
- c. Cathy volunteered to create a flier about YCSA Professional Development Travel funding;
- d. A Newsflash will go out the beginning of June requesting nominations from the membership and will offer job descriptions for open positions; things to share with potential new officers-
  - The purpose and vision of YCSA and job descriptions of each position that is open to fill;
  - Reasons for Participation: 1. Your voice can be heard; 2. You are needed; 3. Social responsibility; 4. Networking with all the campuses; Help create ways to find solutions to employee' issues.
  - Possibilities of committee involvement and activities: Strategic Planning Committee; Policy Review Committee; speak at District Governing Board meetings; professional development support across the district.
- e. The President will appoint the nominating committee (Bylaws, Article 1, Section 1);
- f. Voting will be done by email;
- g. The new officers will be presented to the membership at the August Employee Day.

**5. Other**

1. Todd will provide a YCSA shared drive so forms can be on the shared drive for the Board to access;
2. Todd will produce flyers for district-wide distribution to generate interest in nominations for new Board members;
3. Next Board meeting will be Thursday, June 18, 2009, 8-9 a.m. in 30-126/J-107. Jodie will send out a Newsflash the Monday before the Board meeting to notify everyone that they are welcome to attend.

**6. Adjournment**

Meeting was adjourned at 3:30 p.m.