

Yavapai College Staff Association (YCSA)

Board Meeting Minutes-Approved

April 10, 2018

Present: Lisa Schlegel (President), Janice Soutee (Vice President), Karen Smith (Treasurer), Linda Brannock (Social Events and Community Service Committee Representative), Jane Hersh (Staff Benefits and Development Committee Co-Representative), Alexandra Helm-Correa (Staff Benefits and Development Committee Co-Representative).

Absent: Katherine Anderson (Secretary).

Topic	Discussion
Welcome	Lisa Schlegel called the meeting to order at 2:04 pm.
Reviewed Old Business	Approval of Minutes from the following meetings: 01.10.18 Convocation YCSA Meeting 02.06.18 YCSA Leadership Meeting 02.20.18 YCSA Leadership Meeting All reviewed and approved.
Discussion about Leadership Program for YC staff	ELT looking for a leadership program of some kind for YC Staff – similar to the Executive Leadership Institution.
Committee Updates – Staff Benefits and Development Committee	Topic/HR Laundry List: 1) FLMA Clarification 2) Hiring Processes 3) Succession Planning – College Wide 4) Performance Review Process 5) Comp Time 6) Summer Hours 7) Understanding First Friday Training 8) LEAN process – HR department runs this process how? 9) Blue Ribbon Committee 10) Reviewing committee members for Benefits Committee
YCSA Bylaws	Collaborate with College Leadership, specifically Clint about the YCSA Bylaws and address the approval process. Lisa will be scheduling a meeting with Clint and Kirsten for review and discussion.
Adjournment	The meeting adjourned at 3:09 pm.