SSAC Minutes/July 9, 2015 meeting

Attendees: Bridget Spaeth, Martie Janeway, Patty Bayrd, Anthony Reed, Kelsey Tardif
Absent: Rosie Armstrong, Sue Graham, Kathleen King, Moe St. Pierre, Leyza Toste

Discussion items:
1. **Fall Social** – follow up with Leyza re: possible date. Reserve room (Main Lounge?) once we have the date and time. Clayton Rose – ask Leyza if he might be the focus of the Social or do we want an additional keynote speaker and let Clayton be more of an observant of this SSAC sponsored event.
2. **Kelsey Tardif replacement** – Denise Zavitz (Development; interim President’s administrative assistant) suggested as possibly interested. Presently serves as a Hub volunteer. Need a new poster person to replace Kelsey. Will need a possible replacement for Sue Graham.
3. **Website** – a) “Departments in Action” rather than one person profiled? Anthony suggested checking with The Orient regarding their process for choosing their individual profiles and possibly linking to their profile page when they spotlight a staff support person.

Immediate Action:
4. **Blood Drive – August 4th.** Need to recruit volunteers. Check with Rosie for logistics.
5. Anthony Reed – access to CMS and SSAC email. Check first with Leyza if she is willing to serve in supervisor capacity for access approval.
6. Kelsey will create Lynda.com poster (consult with Jen Snow?) as her final contribution to the Committee.

Fall Meeting agenda items:
1. Get word out to hubs/departments SSAC welcomes/needs photos of activities reflecting support staff community for use on website (Leanne Desch in Communications is good resource for photos).
2. Organic Garden Tour. Discuss what we envision – Jeremy Tardif is onboard for tour and sampling. Perhaps discuss prepping gardens for winter. Maybe have a “Tasting” at 52 Harpswell.
3. Professional development – work again on that for the coming year.
4. SSAC and BAS Winter Skate.

Up-coming meetings:
Website group – last week of July
Full Committee – August 27; 2:00-3:30pm, Smith Union Conference Room