## Minutes

**Dixie State University Classified Staff Association Board Meeting**  
**Tuesday, July 8, 2014 | 8:30A.M. | Gardner Center Conference Room D**

### Present

Kathleen Briggs, Sylvia Bradshaw, Jan Maxfield, Nikki Smith, Robyn Whipple, Telauna Byamugisha, Felica Griswold, Deb Millet, Christina Merrill, Brent Stanworth, Will Powell, Tracey O’Kelly, Jack Freeman

### Absent

Fred Thomas

### Excused

Jill Tobler, Michele Tisdale

### Action Items

1. **Review of Minutes**  
   a. approved by email
2. **Welcome by Sylvia Bradshaw**  
   a. Board Members introduced themselves. It was noted that outgoing board members Will Powell, Christina Merrill, and Jan Maxfield would like to participate on the board in the future.
3. **Breakfast**
4. **Get to Know You**  
   a. Deb Millet provided a game, 2 Truths and a Lie, to help the new and old board members get to know one another.
5. **Binder Exchange**  
   a. Board members exchanged binders. Some binders were not present but will be provided to the new committee chairs.
6. **Formulation of Committees**  
   a. Please have your committee form completed and ready for the next board meeting on August 13th. Nikki Smith will send out links to the GoogleDocs folder.
7. **New Meeting Time**  
   a. Jack Freeman motions that CSA Board meetings be held on the 2nd Wednesday of the month at 10am in the Jennings Conference room. Sylvia Bradshaw seconds. Motion passed unanimously.
8. **Other**  
   a. Next Meeting: August 13, 2014, 10am, Jennings Conference Room
9. **Adjourn**