



# Staff Council Standing Committee Minutes

**Committee Name:** Communications & Marketing

**Meeting Date and Place:** Thursday, 06-24-21 from 3 p.m. - 4 p.m. @ Zoom

**Members Present:** Brian Vineyard, Cindi Meche, Mark Reynolds

**Members Excused:** Theresa Sherman

**Members Absent:** Azura Talent, Cindy Mason

**Guests Present:** Grace Faustino

**Minutes submitted by:** Cindi Meche

	Subject	Notes	Follow-Up
1	Approve Agenda	Suspend the rules to hold this meeting online - Consensus	Meeting called to order at 3:04 pm
2	Approve Minutes (from 05-27-2021)	Consensus	Approved
3	Update	Cindy Mason is officially a member of C&M	
4	Update	Review forms feedback, make decisions on changes, and divvy out edits with committee (Who will do what by when).  Completed edits to be collected by Chairs and take to SC for approval.	Assigned people to tasks
5	New Business	Discuss Guest role and limitations - Postponed	Next Meeting - July 22
6	New Business	Adding designed templates request to <a href="#">SC Resources web page</a> . Vote on addition of: The Staff Council Communications and Marketing Committee can also provide designed templates for Staff Council PowerPoint, Social Media images/flyers and Newsletters upon request. Please see the <a href="#">Communications and Marketing Committee web page</a> for contact information to request files. - Postponed	Next Meeting - July 22
7	Next Meeting	July 22, 2021 from 3-4 pm @ Zoom	Meeting adjourned at 3:44 pm