

LEA Membership Meeting
Tuesday, September 19, 2006
4 PM
Riley 201
A G E N D A

1. Opening Remarks

Tami Harrell, president of LEA opened the meeting.

2. Guest – Shaik Ismail, Director of IPO.

Tami introduced Shaik to the group.
Shaik has been at Linfield for three years. He is co-chair of the upcoming Inauguration Committee for President Tom Hellie.

Shaik told us that the inauguration of any president is usually the landmark of any institution. The inauguration will, in fact, showcase Linfield. We will have guests from all over the U.S. and the world.

Shaik went over the installation process a little bit. There will be events starting the week before the actual inauguration itself. The committee has already sent out a "Save the Date" card, and will be sending out formal Invitations with a full schedule of events.

The theme of the event is "Educating Global Citizens."

Some of the topics will be:

Kick off event – Celebrating International Life at Linfield College
Global Health, global warming will be discussed.
What will the college of the 21st century look like? What do we want our students to know about global activities?

There will be a musical tribute, and there will be Chinese musicians performing. Author, Tracy Kidder will be a special guest.

The Miller Fine Arts Center, the Bull Music Center, and the Ford Theater will be showcased.

Julie and Tom will have an opportunity to greet the community. There will be pre and post inauguration events. Dr. Hellie does not want the inauguration to focus on him, but on Linfield. He does not want a lot of money spent on the event, but he wants it elegant.

If you have ideas and suggestions for the inauguration please email them to tharrell@linfield.edu the LEA representative on that committee.

We wished Shaik a happy birthday.

3. Welcome New Employees:

Michael Prewitt, Christopher Bratcher, Jacquelyn DeVette
Facilities Services – Cleaning Services. These folks are on the graveyard shift, so were not present. Sandra Tello of Financial

Aid introduced herself to the group. Welcome to all of you.

4. Minutes of May 16, 2006 – These were unattainable.
5. Treasurer's Report – It was reported that there is \$350 in the bank account.
6. Committee Verbal Reports:

Compensation & Benefits (won't meet until Nov.)	McCune; Kotka; Schmit; Ellenwood; Dossett; Harrell
Budget Advisory (<i>Won't Meet until Dec.</i>)	Harrell
Information Technology Advising (<i>No report</i>)	Rush
Parking (<i>No Report</i>)	Vicki Ragsdale
Planning Council	Sanderlin; VACANCY
<i>Shelly reported that there is a vacancy. They meet every Thursday, from 7:30 a.m. to 9:00. It is a lot of work, but important for LEA members to have representation and say at the meetings.</i>	
Safety (<i>No meeting yet this year</i>)	Fleming
Social (<i>Nothing to report</i>)	Terry

6. Old Business:

LEA Picnic Report Bobbie Hunter
There were 45 folks present at the picnic including three cabinet members. It was reported that the entertainment was great, the door prizes were appreciated and appetites were big.

Suggestions for next year would be that there should be wasp traps hanging in the trees as well as Bounce dryer sheets around the food area to help keep the bees at bay. There should be a vegetarian option such as veggie burgers.

7. New Business:

Shelly Sanderlin Development Day Planning Committee

Shelly spoke a little on the planning for the Development Day which will be held in January. This is a volunteer position. The meetings consist of brainstorming and coming up with folks who might be available to be here on Staff Development Day. Send ideas to Shelly, (ssander) or better yet – volunteer.

LEA E-Mail Address leaboard@linfield.edu

Coat Drive

Lyn Schroeder volunteered to head up the annual coat drive. That will start the first week in October. This event has always been very successful, so let's carry on the tradition.

Staff Lounge

The staff lounge is now available to staff for lunch from 11:30 a.m. to 1:30 p.m. It is also available to reserve for staff functions, just email or call Tami Harrell at X 2784, or tharrell. The question was asked if the lounge was open to folks taking a break before and after the times designated for lunch. Tami said that as long as it wasn't posted to be reserved, anyone could use it.

LEA Membership Dues - \$12.00 a year. Envelops will be mailed to the LEA membership around the 1st of October.

Dan Fleming - Covered patio area

Dan proposed that we put out feelers to see if employee/faculty groups would be interest in building a covered patio for outdoor events. He asked if there was interest in employees funding the proposal. A vote was taken. Bobby Gamble made a motion to move forward on the project. There was 23 votes for yes and 0 for no.

Shelly Sanderlin asked how and who would be doing the work. There is a lot of planning that will go into the proposal, so that is not known yet.

Dan will keep us posted. If you have ideas/suggestions please email Dan at dfleming.

Paula Terry noted that our LEA members are busy in the community. She and Mindy, and Tony recently built the set for the play at Gallery Theater in downtown McMinnville.

The question was asked how long our LEA agreement runs. The agreement expires after two years.

It was asked who our LEA members are, and they are listed as follows:

Nancy Marrs – Clerical Board, Jim Vinson – Facilities Board, Sam Kotka – Facilities VP, Kathy Cook – Clerical VP, Lyn Schroeder – Clerical Board, Bobbie Hunter – Secretary/Treasurer, Tami Harrell - President, and Mike Fahy – Facilities Board.

The LEA meeting was adjourned at 4:45 p.m.

Respectfully submitted,
Bobbie Hunter, Secretary