

**CSAC Monthly Meeting**  
Monday July 26, 2019  
9:00-10:00 a.m. Bavaro 104

**Present:** Tina Dederscheck, Emily Groves, Abby Gillespie, Joey Carls, Laura Helferstay, Nate Hixson, Ryan Kiley, Leslie Booren, Tom Rose, Mandy Turner

**Absent:**

<b>Agenda Item:</b>	<b>Discussion:</b>	<b>Action:</b>
June Minutes	June minutes were not present at meeting	Will be reviewed next meeting
DAC	<ol style="list-style-type: none"> <li>1. Ryan Kiley's term is up, need to appoint new rep <ol style="list-style-type: none"> <li>a. Ryan gives description of Diversity Action Committee (DAC)</li> <li>b. Motion to nominate Miriam Rushfinn as representative by Ryan. Second by Nate</li> <li>c. CSAC Votes. Miriam elected.</li> </ol> </li> </ol>	<b>Mandy</b> to email Miriam Rushfinn to invite her to attend CSAC meetings as DAC rep
Officer Elections	Officer descriptions given CSAC nominations are as follows: <ol style="list-style-type: none"> <li>1. Nate nominates himself for Secretary. Laura Seconds <ol style="list-style-type: none"> <li>a. Laura nominates to close, Ryan seconds.</li> </ol> </li> <li>2. Tina nominates herself as Vice Chair. Tom seconds. <ol style="list-style-type: none"> <li>a. Laura motions to close. Tom seconds.</li> </ol> </li> <li>3. Mandy nominates herself as chair. Nate seconds. <ol style="list-style-type: none"> <li>a. Emily motions to close. Nate seconds.</li> </ol> </li> </ol> CSAC Votes Staff elects: <ol style="list-style-type: none"> <li>1. Chair – Mandy Turner</li> <li>2. Vice-Chair – Tina Dederscheck</li> <li>3. Secretary – Nate Hixson</li> </ol>	<b>Mandy, Tina</b> and <b>Nate</b> to begin duties after meeting ends  <b>Mandy, Tina, and Nate</b> to meet with Diane Cole and Joey Carls at 9am on 8/12/19
Future CSAC Meetings	<ol style="list-style-type: none"> <li>1. Future meetings will occur on third Thursday of each month at 9am in Bavaro 104 if available</li> </ol>	<b>All members</b> to check room assignment for each meeting
All Staff Meeting Logistics	<ol style="list-style-type: none"> <li>1. Diane has date for Justin and Bob's availability</li> <li>2. Friday, October 25, 2019 at 8:30am</li> </ol>	
Day of Caring	<ol style="list-style-type: none"> <li>1. Tom volunteered to continue organizing Day of Caring and also spearhead Commonwealth of Virginia Campaign and Food Drive</li> </ol>	<b>Tom</b> organize Day of Caring details
Orientation Update	<ol style="list-style-type: none"> <li>1. Joey provides update</li> <li>2. Joey and Stephanie to continue working on this</li> </ol>	
Committee Member Introductions	<ol style="list-style-type: none"> <li>1. All members introduce themselves due to absences at June meeting</li> </ol>	
Next Meeting	<ol style="list-style-type: none"> <li>1. Meeting Adjourns: 9:34 a.m.</li> <li>2. Next meeting will be August 15, 2019, 9:00 a.m.</li> <li>3. Will invite Justin to attend September meeting</li> </ol>	<b>Mandy</b> to create an agenda for next meeting <b>Laura</b> to send out meeting minutes