

Georgia Southern University Digital Commons@Georgia Southern

Courtesy and Special Events Essence Notes

Courtesy and Special Events Work Team

6-12-2018

Courtesy and Special Events Essence Notes

Selby K. Cody-Voss

Follow this and additional works at: <https://digitalcommons.georgiasouthern.edu/courtesy-team-notes>

Recommended Citation

Cody-Voss, Selby K., "Courtesy and Special Events Essence Notes" (2018). *Courtesy and Special Events Essence Notes*. 9.
<https://digitalcommons.georgiasouthern.edu/courtesy-team-notes/9>

This essence notes (open access) is brought to you for free and open access by the Courtesy and Special Events Work Team at Digital Commons@Georgia Southern. It has been accepted for inclusion in Courtesy and Special Events Essence Notes by an authorized administrator of Digital Commons@Georgia Southern. For more information, please contact digitalcommons@georgiasouthern.edu.

COURTESY COMMITTEE MEETING

12 JUNE 2018 / 2:30 PM / LIBRARY CONFERENCE ROOM

ESSENCE NOTES:

The purpose of the meeting was to discuss changes to the types of reimbursement allowed when using Foundation funds. Notes from the meeting are italicized.

ATTENDEES

Members: Selby Cody-Voss, Brittney Lewis, Kenny Rettinger, and Daricus Larry

Non-Members: Bede Mitchell

AGENDA

NEW BUSINESS

1. Changes in Reimbursement:
 - a. *Dean of Libraries, Dr. Bede Mitchell, addressed the Courtesy Committee to discuss changes to how reimbursements are handled when using Foundation funds. He explained that in the past, people could contribute to the General Fund during a Day for Southern and allocate it to the Courtesy Committee. With these donations, the committee was able to provide a lot more materials and food per breaks and host the December Luncheon. However, the policy was changed recently, and food, flowers, anniversary gifts, etc. can no longer be reimbursed through the Foundation Fund.*
 - b. *Discussion for this information began regarding alternate ways to continue to host Library Breaks. Business meetings will be reimbursed, but members were concerned that would discourage participation. A survey was suggested to gauge personnel interest, and plans were made to send out a survey to ZACH-L listserv.*
 - c. *While the survey results were pending, the Courtesy Committee will be unable to operate normally, so it was decided that the committee would go on a hiatus until further notice. The administrative office would take over the Library Break for June in the meantime. An ice cream social was planned for June 28 at 3:00pm.*
2. Future Meetings
 - a. Status of the Committee
 - i. New Members
 1. N/A
 - ii. Other Business
 1. N/A