

SAS Meeting Minutes 3/4/21

9:00 to 10:45 a.m. via Zoom

Attending: Kristine Alumbaugh, Becky Badger, Birgit Deymann, Paloma Garcia-Lopez, Christine Grandy, Kelly Huth, Tammy Kaczor, Celeste Lourigan, Kim Murray, and Jenny Petersen

Administration: Michelle LaCourt, Allison Collins

Meeting called to order at 9 a.m.

Public Forum:

Todd Boruff, Video Producer, Office of Communications and VP Membership, Notre Dame Toastmasters

- “Be a better speaker” event
 - 4 speakers of 5 minutes each speaking on possible topics: impromptu speaking, overcoming fear, body language, giving evaluations
 - After some discussion there will be 2 Toastmasters events:
 - April 15 - virtual speaking
 - September 13 to 17th - in-person speaking regarding coming out of the pandemic

Lunch and Learn:

- March 16 - virtual yoga with Steve
 - Jenny has created a poster and will send out on 3/12, registration starts on 3/13, event already paid for with FOAPAL using gift from Rob Becht
- April 15 - ND Toastmasters
 - virtual speaking (see above in public forum)
- September 13th to 17th - 2nd ND Toastmasters event (see above in public forum)
- Other ideas:
 - Commencement planning talk: Lauri Roberts, ISLA, volunteered to give a talk on event planning

Event Planning:

- May 4th and 5th - from 11:30 to 1:30 - Garden/Plant Exchange event
 - volunteers to set up/hang out/breakdown tabled to April
- Late April event? - Decorate spring cookies via zoom
 - Tammy is still checking into this, sent emails to ND Vending, Gigi's Cupcakes could do something for us as well, will need to have sign up to know quantities
- Movie in stadium, last week in May before 9-10 month employees are gone, Becky emails still in talks, still need to pick movie
- Earth day celebration - sustainability talk, ND community garden by White field, SAS do our own garden - location?
- March 23 at 10:30 a.m. Commencement Roundtable
 - Quick, informal commencement talk for those trying to plan for commencement. Share resources/information. Coordinate with other departments.
 - Ask Michelle about details from the dean's office.

Other:

- Approval of 2/3/21 minutes: Typo was fixed and minutes were approved.
- Extend and invitation to Father Bracke to look through minutes on our website and/or come to the public forum. Kim will respond to his email and let him know we are open to his ideas, etc. He wanted to send a reminder regarding the [Staff Caregivers Group](#) for anybody taking care of family members in their home.
- Commencement planning: Ask Michelle if there are any details we can use for planning.
- SAS Committee VP vacancy - Becky will send email for vote involving eligible members
- SAS Committee member vacancy - send recruitment email, ask around!
- Ask Michelle and Allison to enter the meetings at 9:45am. We will be shortening our meetings from 9:00 a.m. to 10:00 a.m. until in-person events pick up again.

Michelle and Allison: Discussion and updates

Events Calendar:

March 16 Lunch and Learn - virtual yoga with Steve

March 23 SAS event at 10:30 a.m. Commencement Roundtable

April 15 Lunch and Learn - virtual speaking with ND Toastmasters

May 4th and 5th SAS event from 11:30 to 1:30 - Garden/Plant Exchange

September 13th to 17th Lunch and Learn - in-person speaking with ND Toastmasters

The next meeting will be **Thursday, April 1 at 9:00 a.m. via Zoom.**

Minutes submitted by Kim Murray 3/9/21