

# MONTGOMERY COUNTY EMPLOYEES' COMMITTEE

## November 17, 2022 – Meeting Minutes

The meeting was called to order at 1:04 p.m. by Chairman, Tracy Hutchison. Those in attendance were: Alicia Martinez (Extension), Ruby Chandler (Library), Makayla Blake (Co. Treasurers), Karen Hoadley (OHSEM), Holly Pinkard (Co. Clerk), Nicole Gentz (Comm. Pct. 3), Gretchen Schilling (Comm. Pct. 3), Rose Williams (CDBG), Lindy Garner (Budget), Norma Weaver (Purchasing), & Jamie Meinkowsky (Co. Judge). Scott Spencer (MCSO) & Jenni Adams (Conv. Center) attended via phone.

**MINUTES:** Minutes from October 2022 were read, motion to approve by Tracy, seconded by Alicia Martinez.

### COMMITTEE REPORTS

**Treasurer Report** – Previous balance is \$16,426.95; available balance is \$15,342.63. All scholarships have been paid out. Only 1 has not cleared, but they have the check.

**Secret Pal** – Going well still. 1 person has left the county, Alicia will address.

### OLD BUSINESS

**Christmas Luncheon** – Catering is set up with Spectrum. Poinsettias – please let Tracy know if you have any contacts at Lowe's or Home Depot. Alicia got a quote of \$7.98 from Home Depot. Tracy to check on plant size to be sure we are getting accurate quote. The photo booth people will be here again. Food Bank has been contacted & dropping off of boxes, picking up of donations has been set up. We will need volunteers for set up & to help take down the decorations. Volunteers can email Tracy to sign up for a shift and/or a specific job (entry, desserts, décor, secret pal table, etc.)

**Halloween Contest Prizes** – Have not been sent, must have 2 signatures, only 1 current member available. Tracy made a motion to purchase gift cards with one signature for this instance only. It was approved.

### NEW BUSINESS

**Board Member Elections** – We have 4 vacancies on the board (Treasurer, Social Secretary, Social Media Secretary, & Recognition Coordinator). Nominations for board positions were Scott Spencer for Chairman; Jamie Meinkowsky for Vice Chairman; Jenni Adams for Recording Secretary; Alicia Martinez for Secret Pal Coordinator; & Norma Weaver for Treasurer. There were no other nominations; Tracy made a motion to accept all nominations & approve them all for the positions; Jenni seconded the motion; therefore these will be the new board members for the Employees Committee.

**December Meeting/Christmas Party** – It was discussed & agreed upon to hold a White Elephant Gift Exchange/Meeting on December 15, 2023 at 1:00 p.m. at the County Judge's Office.

**Bank Account** – Tracy made a motion to remove Tiffany Ward & Alicia Madsen off the bank account as signers. Tiffany is no longer with the county & Alicia is no longer able to be a board member. We will need to add new Treasurer Norma Weaver to the bank account as a signatory along with an additional signer to the account. Motion was seconded by Alicia Martinez.

**Final Prep Meeting before Christmas Luncheon** – Alicia made a motion to have a quick meeting via zoom to discuss any final prep for the luncheon.

**Door Prize** – Brought by Jenni (Bath & Bodyworks Candle) won by Gretchen.

**Next Meeting** – The next meeting of the Employees' Committee will be held Thursday, December 15, 2023 at 1:00 p.m. in the County Judge's Office (conference room). This will be a short meeting followed by the White Elephant Gift Exchange/Christmas Party.

The meeting adjourned at 1:53 p.m.

Recorded by:



Jenni Adams

Recording Secretary