Windward CC
Staff Development Minutes
August 29, 2005
Kuhina 106 3:00 pm

Present: Toshi Ikagawa, Gerri Kabei, Paul Briggs, Brian Richardson, Michael Tom, Kathleen French, Margaret Coberly, Kalani Meinecke, Emi Troeger, Weiling Landers, Jean Okumura, Elizabeth Ratliff, Letty Colmenares

1. Approval of Minutes from 8-16-05 Meeting.
   two corrections:
   Grants subcommittee considered grant applications all the way to May 11th last year
   Jean Okumura is not on the fundraising committee

   Motion to accept minutes with corrections: moved Jean, seconded Weiling. passed

   Will occur on Friday, September 9th
   Paul will collect sample dossiers for the meeting (maybe with Linka’s advice)
   Paul will also check with Charles Whitten to add to the list
   Contract renewal will be at Akoakoa 107, wine and cheese will be at Akoakoa 105
   The kitchen is in 108
   Fruit should be added to the food list
   consensus was reached

3. Report of White Elephant Sale (during Hoolaulea)
   Possibility of holding a live auction was discussed. Will be discussed further by the white elephant subcommittee.

4. Membership in Sub-Committees
   Grants Sub-Committee: Jean (chair), Letty, Toshi, Emi, Paul
   Program Sub-Committee: Elizabeth (chair), Kathleen, Kalani, Margaret, Mike
   Fundraising Sub-Committee: Paul (chair), Weiling, Gerri, Paul, Emi, Brian

5. Guidelines for Grants
   Jean reported eligibility was $800 for fiscal year. Those who received more than $100 the previous year for personal activity could apply after March 31st.
   Motion to maintain the same eligibility criteria and application deadlines as last year.
   Moved: Kathleen, second Weiling. Motion carried.
6. Recycling Report
Letty reported that Roll-Offs collect twice a month, will pay 5¢ per can, but they are very strict (caps removed, cleaned, segregated, etc.). Or pay 3¢ if not segregated, cleaned etc.

Recycling already available informally on campus (by custodians), so we will not attempt to create our own system.

The student government is also talking about a recycling program, although it is not clear how developed that plan is.

The Fundraising Sub-committee will research options in addition to recycling.

Next meeting: September 12th, 3:00, Kuhina 106

Meeting adjourned: 4:45 p.m.

1. Entertain a motion
2. Second
3. Discuss
4. Call the vote
   4a. yeas
   4b neas
5. Announce motion carried or not