



Quality of Work Life

March 24, 2023 | 2:00 pm | TEAMS

Employees of Helena College who are happy, healthy, both mentally and physically, and positively involved in our campus community are better able to support our students' success. Therefore, our mission is to encourage and promote camaraderie and an inclusive supportive workplace for all.

Minutes

Attending the meeting:

Melanie Heinitz, Mary Twardos, Christy Stergar, Trish Pierson, and Rick Henry.

I. Call to Order & Welcome

II. Review of Minutes: February meeting minutes

Christy made a motion to accept the minutes as read, Melanie seconded the motion. All in favor, none opposed, none abstained: motion carried.

III. Treasurer's Report: \$4,280.00

IV. Old Business

a. Giving Basket Final

a. Checks to the Friendship Center & Humane Society

b. Total \$635.00 / \$317.50 each – Melanie will email Cari and request the checks & deliver them.

c. Baskets Awarded:

1. Cold Survival Basket – Veronica Mohrmann

2. Basket for the Kitchen – Kelsey Anderson

3. Charcuterie Basket – Atalyssa Neace

4. My Dog's Favorites – Kim Caldwell

5. My HYGGE Office – Atalyssa Neace

6. Whole LOTTO Love – Cheryl Ravenscroff

7. Manly Basket – Robyn Kiesling

8. Breakfast in a Basket – Tyler Fife

d. One Ticket Free for 2024 – One free ticket will be given to every employee for the 2024 Giving Basket Event. The free ticket will be recorded by each employee's name.

b. Longevity Awards update: Mary Twardos

a. Delivery Dates for Glasses to Employees – Mary has one more employee to turn in the request.

b. Photo's – Monday, April 3rd pass out glassware.

c. Flyer for MMM – Christy will make flyer for MMM with the photos.

c. Trash Mob update

a. Friday, April 14 – second time? – Yes, Melanie will make flyer and send it to Paige & Melissa and set out gloves and trash bags.

V. New Business

a. Robyn Kiesling:

- o **We should look at the focus and scope of the mission of our committee.** – Deferred
- o **Increasing the stipend of the QWL award to \$1000.00 to be in line with the two Academic Excellence Awards –**
Rick made a motion to increase the stipend of the QWL award to \$1000.00 with taxes and any additional charges covered by QWL budget, Christy seconded the motion. All in favor, none opposed, none abstained: motion carried. Melanie update the online form.
- o **Review of Budget and how to spend it.** – Melanie will send out a reminder to committee to think of ways to spend budget.

b. Employee Excellence Award:

- o **MMM flyer & Information** – Put in MMM on the 3rd and 10th of April, Melanie will send information to Paige.

VI. Adjournment