UM-Helena
Quality of Worklife Committee (QWL)
Meeting Minutes
March 8, 2012/2:30 p.m. / Room 123

Call to Order
Chair, Steve Lewis, called the meeting to order at 2:35 pm.

Attendance
The following persons were present: Steve Lewis (chair), Mary Ann George, Jean Bailey, Christy Stergar and Amanda Sayler.

Review of Minutes
The minutes from the March 8 meeting were reviewed. Mary Ann made a motion and Jean seconded to approve as written. Motion carried unanimously.

Old Business
Covered Bike Rack
The committee had a brief discussion about our role in proposing the bike rack. All agreed that the QWL committee could present a proposal to leadership with options and estimates. The actual funding and construction would be done through other entities. We set a goal of having a proposal by start of fall ‘12 semester that would include Tim Harris and the welding department.

Wellness Walk
Anyone who is able can meet at the main entrance to measure the wellness walk.

Spring Luncheon
The menu will be a traditional dinner with accommodations for and vegetarians.

Employee Excellence Awards
The longevity pins are ordered and the employee recognition committee is ready to go. Nominations will close on Monday April 23 and the committee will meet to decide. Steve will ask Daniel to be the emcee for the event. Steve will be out of town and usually handles this. Mary Ann will get the flowers for the centerpieces.

New Business
Bountiful Baskets
Steve read Kelly’s responses to questions posed by committee members regarding liability and staffing of the distribution center. Christy made a motion that the QWL committee will sponsor the Bountiful Baskets site on campus. Amanda seconded and the motion passed unanimously.

Helena Walk/Bike to Work Challenge
Mary Ann requested that the QWL Committee sponsor this event on campus. This would be an individual participation and there is no cost to participants or institution. Mary Ann will register UM-Helena on the website and individuals will be able to sign up and log in their miles. Steve made a motion and Jean seconded to sponsor the Helena Walk/Bike to Work Challenge. The motion passed unanimously.
Wellness Monthly Newsletter

Mary Ann spoke to Barb McAlmond about creating a template similar to the one that is used for the UMHelena News. Barb said she could help develop it this summer with Mary Ann. We would provide the content and information and she would mount it on the newsletter each month.

Open Forum

Goals for Next Year

Steve will write a report for the 2011-12 year and our accomplishments. We will meet on Wednesday June 6 at 10:00 am to hear the report and discuss goals for next year.

Meeting was adjourned at 3:15.

Next meeting will be June 6, 2012 at 10:00 am

ACTION ITEM: Steve will send a final reminder/request to all for nominations for the Employee Recognition Award

ACTION ITEM: Steve will ask Daniel to emcee the Employee Recognition Luncheon

ACTION ITEM: Mary Ann will continue to work towards a monthly newsletter.

ACTION ITEM: Mary Ann will register UM-Helena at the Helena Walk/Bike to Work Challenge and send information and link to staff and faculty.

ACTION ITEM: Steve will present the 2011 – 12 report to committee members at the June 6 meeting.

Minutes submitted by: Mary Ann George, QWL Committee