UNC Charlotte Staff Council Meeting

March 18, 2014
9:00 am
Cone 210B

**Officers present:** Jim Kay (President), Penny Stevens (Vice President), Kimi Tippett (Treasurer), Shannon Homesley (Secretary)

**Representatives present:** Keisha Martin (Area 1), Celeste Corpening (Area 4), Jerry Sellers (Area 5), Dave Frantzreb (Area 6), Debbie Roseman (Area 8), Ron Greer (Area 9), Frank Hogan (Area 13), Sarah Hebberd (Area 14), Nancy Queen (Area 16), Sherry Bruce (Area 17), Jessica Barton (Area 18)

**Representatives absent with notice:** Lora Bassett (Area 2), Suzanne Penninger (Area 3), Shawn Smith (Area 10), Robyn Flowers (Area 11), Katherine Humphries (Area 12A)

**Representatives absent without notice:** Micki Crowder (Area 7), Marcus Brown (Area 12B), Ronnie Bell (Area 15A)

**Alternates present:** Tammy Allman (Area 5), Cindy Edwards (Area 10), Dwight Nealey (Area 15B)

I. **Call to Order & Welcome**, Jim Kay, President

II. **Moment of Silence**, Jim Kay, President

III. **Guest Speakers**

   a. **Kathleen Francus – Thrivent Financial**

   [https://www.thrivent.com/](https://www.thrivent.com/)

   Kathleen Francus is the president of the Cabarrus-Stanly chapter of Thrivent Financial, which is an organization that caters to helping people connect their faith and finances to better their lives.

   The Cabarrus-Stanly chapter has earned $9000 to give back to the community. They are going to be working on a Habitat for Humanity house in Concord. See [http://habitatcabarrus.blogspot.com/2014/04/thrivent-partners-with-habitat.html](http://habitatcabarrus.blogspot.com/2014/04/thrivent-partners-with-habitat.html) for more information.

   Staff Council is promoting this opportunity as a chance for UNC Charlotte staff members to take advantage of their community service leave to help out at the Habitat house in Concord. To volunteer, please visit [http://habitatcabarrus/volunteer.com](http://habitatcabarrus/volunteer.com).

   Additional information regarding Thrivent Financial and the Habitat for Humanity volunteer initiative can be found in the attached document. For questions, please contact Kathleen Francus at 704-687-8922.

   b. **Chief Baker, Police & Public Safety**

   2014 has started out safely on the UNC Charlotte campus. Larceny from buildings is down 70%. The larceny that does occur is generally happening to students, not to faculty/staff. Larceny is widespread on campuses coast-to-coast.

   At UNC Charlotte, larceny generally occurs between 11:00 am and 6:00 pm due to movement between classrooms, recreational basketball games at SAC/Belk gyms, and students taking snack breaks or eating meals. Offenders are usually non-UNC Charlotte people who are coming on to campus. When we catch someone and incarcerate them, our larceny numbers drop drastically. We did have a spike in November 2013, specifically larceny of laptops, probably
because of the upcoming holiday season. If your phone, laptop, iPad, etc. gets stolen, make sure to terminate your data plan immediately.

In regard to drugs and alcohol on campus, at the end of 2013, campus police had issued 540 citations for students. Students who receive a citation must report to the Student Health Center (SHC) to get tested and/or treated. The SHC has less than a 1% recidivist rate for students they have seen for drug and alcohol citations. Off campus, drug and alcohol issues are mainly with fraternities. There was a recent occurrence at a fraternity where numerous arrests were made.

There was a sexual assault case in Pine Hall recently. The culprit was not a student, but he was invited in by a female student. He was charged with one count of rape and one count of sexual battery. In 2013, Police & Public Safety (PPS) gave 316 presentations to students regarding safety.

PPS is issuing tickets to people who stop their cars in traffic circles, etc. to drop off or pick up someone.

A crime on campus task force enforced by the Governor includes mandatory drug and alcohol training. UNC Charlotte is probably going to start doing this as well. The Student Health Center performs a lot of outreach with students as well.

As always, if you see something suspicious, call PPS. They would rather be proactive than reactive. Also, the PPS ‘emergency management’ webpage has some very informative safety videos. http://emergency.uncc.edu/

IV. Treasurer’s Report, Kimi Tippett, Treasurer

See attachments:
- 117561 Financial Statement as of 3-1-14
- 139234 Financial Statement as of 3-1-14

NOTE: A Budget subcommittee meeting will be held on Thursday, 3/20/14.

V. Approval of Meeting Minutes, Shannon Homesley, Secretary

The minutes from the February 19, 2014 meeting were reviewed. A motion was made by Sherry Bruce and seconded by Jerry Sellers to approve the minutes. The minutes were unanimously approved.

VI. Committee Reports

Education & Events, Celeste Corpening

The Chili Cook-Off is coming up on April 3rd. Flyers have been distributed via email. Representatives should hang the flyers in their respective buildings on campus. Contestants and judges are still being recruited. As of this date, no faculty members have signed up to participate. Award categories will be 1st, 2nd and 3rd place (as determined by the judges) and Fan Favorite, as determined by everyone who tastes and votes.

VII. President’s Report, Jim Kay, President

The Third Annual Chancellor’s Cup Golf Tournament sponsored by UNC Staff Assembly is coming up on June 18, 2014. Jim is still coordinating the players for the UNC Charlotte team(s). He is also recruiting volunteers to help out at the event. Additionally, he’s looking for freebies/donations from departments on campus.

We hope to have our May meeting in room 200 of the Student Union. The Staff Assembly Chairperson, Susan Colby, will be attending this meeting.

Officers and representatives should wear their Staff Council t-shirts and nametags when they help out at the upcoming Chili Cook-Off.

The Staff Appreciation luncheon and breakfast will be held on March 31st and April 1st, respectively. Jim Kay and Penny Stevens will MC both events.
VIII. New Business

Requests from area constituents:

- Recommendation to encourage UNC Charlotte staff members who travel for business purposes to bring back toiletry items from their hotels for Staff Council to collect and donate to homeless/battered women’s shelters.

- Recommendation to have more parking spots allotted for faculty/staff in Lot 16.

IX. Adjournment

A motion was made by Kimi Tippett and seconded by Celeste Corpening to adjourn the meeting. Adjournment of the meeting was unanimously approved.

Respectfully submitted,
Shannon Homesley, Secretary
April 8, 2014
### UNC Charlotte Staff Council

**Financial Statement**

(as of 3/1/14)

**117561 State Fund**

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<td><strong>EXPENSES:</strong></td>
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| Last Months Ending Balance | 516.90 |
| Remaining Balance          | 516.90 |
### UNC Charlotte Staff Council
#### Financial Statement
##### (as of 3/1/14)
#### 139234 Discretionary Fund

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**REVENUES:**

**Non Manditory Inter Transfer-808400**
- HR Resources AVC/Staff Appreciation Institutional Support (9/18/13) $500.00
- UNCC Contingency Institutional Support/Staff Appreciation Institutional Support (9/30/13) $2,500.00
- HR Resources AVC/Staff Appreciation Institutional Support (10/16/13) $500.00

**TOTAL REVENUES** $6,747.83

**EXPENSES:**

**Other Contracted Services-920700**
- DJ Lamb Productions-DJ for Fall Festival (10/8/13) $225.00

**Contracted Services-922150**
- Chartwells-Linen for 7/10/13 Retreat (7/19/13) $67.12
- Chartwells-Fall Festival Food (10/24/13) $1,006.60

**Equipment Rental-927230**
- Recreational Equipment-Games for Fall Festival (10/8/13) $570.00

**Food Supplies (Consumption)-930200**
- Homesley, Shannon-Reimbursement for 7/10/13 Retreat Lunch/Macado's (7/25/13) $300.00
- Bassett, Lora-Reimbursement for 7/10/13 Retreat Snacks (7/3/13) $43.93

**Other Current Services-951760**
- Mountain Island-T Shirts for SC Members (10/11/13) $100.15

**TOTAL EXPENSES** $2,312.80

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To Whom it May Concern:

The Thrivent Financial Concord Office will be sponsoring the building of a new home for Habitat for Humanity Cabarrus County.

We are looking for volunteers who are willing to spend time working in our local community. No previous construction experience is needed and all building supplies are provided on-site. The Concord Home build time is from May through August 2014.

Please visit the Habitat for Humanity website for further information:

http://habitatcabarrus.ivolunteer.com/event_thriventhouse

or contact Martha Seger
Resource Development Director
Habitat for Humanity Cabarrus County
PO Box 1502
8 Church Street SE
Concord, NC 28205
Phone: 704-786-4001 ext 109
Fax: 704-782-6222
Cabarrus-Stanly County Chapter

Meet our Chapter Leaders

President
Kathleen Ruth Francus
(704) 262-0446
krfrancus@ctc.net

Vice President
Vacant

Records Director
Patricia Rietfort
(704) 789-9245
grandmarietfort84@yahoo.com

Financial Director
Deborah L Brooks
(704) 786-9410
Dbrooks71@carolina.rr.com

Board Member
James Ray Barringer
(704) 463-7731
jamesbarringer@gmail.com

Director of Congregational Advocates
Vacant

Communications Director
Jacqueline V Alexander
(704) 938-2896
jackieknit@windstream.net

Assistant Financial Director
Vacant

Community Service Team Director
Vacant

Events Director
Vacant

Youth Director
Vacant

About Habitat for Humanity

Habitat for Humanity Cabarrus County is part of a global, nonprofit housing organization operated on Christian principles that seeks to put God's love into action by building homes, communities and hope. Habitat for Humanity Cabarrus County is dedicated to eliminating substandard housing locally and worldwide through constructing, rehabilitating and preserving homes, by advocating for fair and just housing policies; and by providing training and access to resources to help families improve their shelter conditions. Habitat for Humanity was founded on the conviction that every man, woman and child should have a simple, durable place to live in dignity and safety, and that decent shelter in decent communities should be a matter of conscience and action for all.

All are Welcome

Habitat for Humanity Cabarrus County has an open-door policy: All who believe that everyone needs a decent, affordable place to live are welcome to help with the work, regardless of race, religion, age, gender, political views or any of the other distinctions that too often divide people. In short, Habitat welcomes volunteers and supporters from all backgrounds and also serves people in need of decent housing regardless of race or religion. As a matter of policy, Habitat for Humanity International and its affiliated organizations do not proselytize. This means that Habitat will not offer assistance on the expressed or implied condition that people must either adhere to or convert to a particular faith, or listen and respond to messaging designed to induce conversion to a particular faith.

Habitat Cabarrus Mission

Guided by God, Habitat Cabarrus transforms lives and our community by uniting all of Cabarrus County around the cause of decent, affordable housing for everyone.

Habitat Cabarrus Vision

Habitat Cabarrus will be an organization of excellence that demonstrates the love and teachings of Jesus Christ by working in partnership with the community to mobilize resources and eliminate substandard housing in Cabarrus County.

Habitat Cabarrus Guiding Principles

- Demonstrate the love and teachings of Jesus Christ.
- Advocate on behalf of those in need of decent shelter.
- Focus on shelter by building and renovating simple, decent, affordable houses.
- Engage community members through inclusive leaderships and diverse partnerships.
- Promote transformational and sustainable community development.
Habitat International Vision

A world where everyone has a decent place to live

Habitat International Mission

Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities and hope.
Construction

The majority of Habitat's volunteers donate their time on the construction site, building homes alongside our partner families and construction staff on Wednesdays, Thursdays and Saturdays. No experience is necessary to volunteer with Habitat—we are a teaching organization! Tasks include framing, roofing, painting, landscaping and installing siding, windows, doors and laminate floors.

Construction Volunteer FAQ's

What is my commitment?
Your time commitment is up to you! You may volunteer as often as you like, or you are welcome to join us on the site for a single workday.

What skills are required?
No specific skills are needed, just a willingness to learn and a positive attitude. Habitat Cabarrus provides an experienced crew leader on each work site who will provide on-the-job training, supervision, and encouragement. Everyone has their own special abilities and volunteers work together to complete the task at hand.

What do I need to bring?
Volunteers are not required to bring anything with them to the build site. Some volunteers prefer to bring their own basic tools, such as a hammer, nail apron, tape measure, utility knife and a pencil, but Habitat for Humanity also provides these items. If you do choose to bring your own tools, please ensure that they are labeled with your name or initials. In some cases, you may be asked to wear a hard hat and safety glasses that we will provide. Some volunteers also prefer to wear work gloves, which you may want to bring to protect your hands. Water will be provided, but you may wish to bring your own supply. If you are working with a group, check with your coordinator to see if lunch will be provided, otherwise, you may want to plan to bring a bag lunch with you.

What do I need to wear?
Please ensure that the clothing you wear to volunteer is weather-appropriate and able to get dirty. Closed-toe shoes are required on site, and a hat, sunglasses, and sunscreen are recommended for all outdoor projects.

Is there an age limit to volunteer?
Yes, please note that due to safety restrictions, only volunteers ages 16 and older are permitted on a Habitat for Humanity build site. Youth ages 16-18 may only work in a limited capacity and must avoid ladders, elevated work surfaces, and the use of power tools. Habitat Cabarrus is committed to the safety of all its volunteers and is unable to make exceptions regarding age restrictions.
What will happen when I arrive at the site?

At the beginning of each workday, a Habitat site supervisor will begin the morning with a prayer, introductions, a safety talk and instructions. The group will then break into crews to work on the various building tasks.

Current Construction opportunities

We are currently in the last stages of our Wells Fargo City of Concord house, our last house for this year, and there are no volunteer opportunities left. Our next house will begin in March 2014 so check back for opportunities then. You can check our volunteer management system to see when we post new build schedules [http://habitatcabarrus.volunteer.com/]

For more information regarding Construction volunteering, please contact Habitat Cabarrus at 704-786-4001.

Thrivent House

Evelyn Moody

Address - 81 Ring Avenue, Concord, NC 28025

The work day starts at 8:00am and is scheduled to go until 3:30pm. You will need to provide your own lunch which will be taken around 12pm. No previous experience is required to volunteer, just have a willingness to learn! (Must be 18 years and older to work in full capacity on the job site, 16-18 can work in a limited capacity and must avoid ladders, elevated work areas and power tools). You do not have to bring any tools with you unless you have basic ones you prefer, everything is provided on the job site. Clothing should be weather appropriate and able to get dirty, shoes need to be closed toed. Sunscreen, sunglasses and hats are highly recommended for working outside.

Instructions: Choose a slot below, click the Volunteer button and provide the required information. Within a few minutes you will receive an e-mail from habitatcabarrus.event_thriventhous@ivolunteer.com to confirm your intent to Volunteer. You must confirm by clicking a link in that e-mail. The slot will be locked for 10 minutes allowing you time to confirm. After 10 minutes you may still confirm the slot, but it will open back up for someone else to take it. If you have any questions send an e-mail to Tiana DuVall at tianaduvall@habitatcabarrus.org. There are currently 192 open slots.

Deck Floor/Frame Walls

Sat, May 17 2014
25 Needed

8:00AM - 3:30PM

http://habitatcabarrus.ivolunteer.com/event_thriventhous
May 17
Deck Floor/Frame Walls
May 24
Set Roof Trusses
May 31
Set doors and windows
June 7
Complete Framing/Roofing
June 14
Start Siding
June 28
Exterior Siding Continued
July 5
Continue siding, start exterior paint
July 12
Interior Doors and Trim
July 19
Complete Interior Trim/Exterior Paint
Aug 2
General Punch
Aug 9
Landscaping
Thank you for your interest in volunteering at Habitat Cabarrus! Volunteers are our foundation!

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Volunteer Waiver Form 2013

You must fill in this sheet once per calendar year before you can volunteer.

YOUR PRIVACY IS IMPORTANT; YOUR PERSONAL CONTACT INFORMATION WILL ONLY BE USED BY HFH CABARRUS COUNTY TO INFORM YOU OF FUTURE OPPORTUNITIES WITH OUR AFFILIATE.

Project site: ___________________________ Task: ___________________________ Date: ____________

Volunteering with (Group Name) ___________________________ OR As an Individual [ ]

If applicable, may we have permission to use any photos of you from the work day in promotional material, on our website? Yes [ ] No [ ]

Name ___________________________ Date of Birth: __/__/____
Mr. [ ] Mrs. [ ] Miss [ ] Ms. [ ] Dr. [ ] Other ___________________________

Address: ___________________________

City: __________________ State ____________ Zip __________________

Phone: (___) ______-__________ Home [ ] Office [ ] Cell [ ]

Phone: (___) ______-__________ Home [ ] Office [ ] Cell [ ]

Email Address: ___________________________

Emergency Contact ___________________________ Relation _______ Phone# (___) __________________

Would you like to be on our mailing list? Yes [ ] No [ ]

Can you be notified on short notice if there are additional volunteer needs? Yes [ ] No [ ]

I would like more information about: Donating [ ] Volunteering [ ] Family Selection [ ] ReStore [ ]

Demographic Information (used only for tracking purposes):
Donors and government agencies frequently request demographic information about our volunteers. Providing this information is greatly appreciated and completely VOLUNTARY.

Gender: ___ Male ___ Female
Age: ___ Under 16 ___ 16-18 ___ 19-25 ___ 26-35 ___ 36-45 ___ 46-55 ___ 56-65 ___ 65+

Race: ___ African-American ___ Asian ___ Caucasian ___ Hispanic/Latino ___ Native American ___ Other (please indicate)

Are you a veteran? Yes [ ] No [ ]

Are you a college student? Yes [ ] No [ ]

07.2008
HABITAT FOR HUMANITY OF CABARRUS COUNTY, INC

This Waiver and Release of Liability is executed by the undersigned volunteer in favor of Habitat for Humanity International, Inc., ("HFHI") a nonprofit corporation and Habitat for Humanity Cabarrus County, Inc., ("HFHCC") a nonprofit corporation of the state of North Carolina, their directors, officers, employees, volunteers and agents.

VOLUNTEER'S WAIVER AND RELEASE OF LIABILITY

I, the undersigned volunteer, hereby state that I desire to serve as a volunteer of HFHCC. I understand that as a volunteer my activities may include construction of residential buildings, administrative tasks in the office, retail tasks in the ReStore, and/or physical labor related to the construction warehouse for HFHCC. I have been made aware and understand that during my participation in such activities facilitated by HFHCC, I will be exposed to many risks and dangers. I hereby freely and voluntarily execute this Release under the following terms:

Release. I hereby release and forever discharge and hold harmless HFHI, HFHCC and its successors and assigns from any liability, claims or demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from my volunteer activities with HFHCC.

I understand that this Release discharges HFHI and HFHCC from any liability or claim that I may have against HFHI or HFHCC with respect to any bodily injury, personal injury, illness, death, or property damage that may result from my activities with HFHCC whether caused by the negligence of HFHCC, its employees, volunteers or agents, or caused by some other means. Further, I hereby agree not to file suit against HFHI or HFHCC, its employees, or agents for claims arising from the travel to or participation in the volunteer activities.

I understand that the risks in participating activities with HFHCC include not only the foregoing physical injuries, but also impairment to my future abilities to earn a living, to engage in other business, and to participate in social and recreational activities. I understand that HFHI and HFHCC do not assume any responsibility for, or have any obligation to provide financial assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness.

In consideration of my being permitted to participate in volunteer activities, and as a condition of the right to participate in these activities, I PERSONALLY ASSUME ALL RISKS incident to any activities relating to travel to and participation in my volunteer activities.

Insurance. I understand that HFHCC has only limited medical liability insurance. I am solely responsible for ensuring that I have adequate insurance coverage for any injuries or damages sustained by me while participating in a Habitat project or service. I understand that at no time am I to be considered an "employee" of HFHCC, and I acknowledge and agree that any time I spend on a Habitat project is done on a completely voluntary basis.

Photographic and Audio Visual Release. As the volunteer, I do hereby grant and convey unto HFHCC all right, title, and interest in any and all photographic images and video or audio recordings made by Habitat during my volunteer activities with HFHCC, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

I have carefully read this document, fully understand its contents, and sign it voluntarily. I also state that I am competent to sign this document. This document shall bind each of us, my heirs, executors, administrators and personal representatives.

I expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of North Carolina, and that this Release shall be governed by and interpreted in accordance with state laws. In the event that any clause or provision of this Release shall be held invalid by any court or competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions in this Release.

This Release shall remain in effect for one year from date of signature and will apply to all volunteer activities within that year.

Signature of Volunteer: ___________________________ Date: __/__/____

Printed Name: ______________________________________

Witness: __________________________________________

Printed Name: ______________________________________

07.2008