**LGBT Faculty Staff Association Steering Committee**

**Minutes**

**4 August 2016**

Members Present: Kyle Felker, Chadd Dowding, Meg Woller-Skar, Kim Ranger

Meeting began 1:20 pm at the Cottage Bar, Grand Rapids

1.1 Short discussion regarding smaller committee, and new roles/terms:

* Kyle - 2 yr term - Chairperson
* Chadd 3 yr term - Volunteer/Programming Coordinator
* Meg - 1 yr term - Recorder/Treasurer
* Matt - 3 yr term- Communications Officer

Monthly meetings will be held the third Thursday of each month 4:00 - 5:00 at the Cottage Bar in downtown Grand Rapids

1.2 We discussed strategies for encouraging attendance at events

* Kyle will put together a draft email and send the committee names from membership to contact
* Kyle, Chadd, Meg and Matt will edit the draft (personalize) and send it to their membership list of approximately 10-12 members in late August.
* Committee members will then follow up with phone calls in early September

1.3 New Business

 Welcome Back Event

* September 27 or 28 at Rockford Construction meeting place, 5:00 - 7:00
* To be held with the GVSU LGBT Alumni Association
* Meg will check on financials and if we can purchase alcohol

Peer Connections

* Kyle has been working on the mentoring project, will work with Chadd
* 6 month program, to be released soon
* Mentors will likely be faculty and staff; mentees will be undergraduates
* Mentors/mentees will meet approximately once per month

1.4 Meeting was adjourned at 5:15

Next meeting: The Cottage Bar, 9/15/16 4:00-5:00