**Classified Administrative Staff Organization (CASO)**

Northland Pioneer College

Minutes from January 18, 2019 All-CASO Planning Meeting

Attending: Royce Kincanon, Jill Sartain, Donna Krieser, Tina Gonzales, Rebecca Hunt, Cathy Reed, Ralph Mahkovec, Rhonda Paladino, Eilene Reizer, Tamara Osborne, Ina Sommers

All CASO members are invited to monthly planning meetings.

Minutes from November 16, 2018 CASO meeting were approved by common consent.

Eilene Reizer PDC delegate was unanimously approved as a CASO delegate. Welcome Eilene!

**NEW BUSINESS**

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| Paul Hempsey, Assistant to the President has requested to be a CASO member. In the past at the request of the previous President their assistant was not allowed to be part of CASO delegation. After a discussion, we voted unanimously to bring Paul into CASO.Salary Recommendation - The timeline and process have changed dramatically. There will be an initial meeting February 6, 2019 with the exec team, CASO, and Faculty to begin the conversation. The president receives the recommendation March 1st and it will go to the DGB for the first read March 19th. Final approval by the DGB will be April 16th. Ina had another question for us, “How can we involve CASO members in the discussion?” Two solutions were discussed; each representative would talk with CASO members at their site or a qualitative survey. It was decided that Ina will send an anonymous survey to each CASO member via email. More discussion on this topic will continue in future meetings. |
| **OLD BUSINESS**Non-Food Drive – The donation total was $1,345, which is slightly up from last year. Thank you Jill for a super job on the huge task of the keeping track of the dollar amount of the donations. Thank you for all who participated and donated to this worthy cause.  |

Adjourn (Motion & Second) Royce Kincanon motioned, Rhonda Paladino seconded.

Upcoming Meetings: February 15, 2019

 March

 April 19, 2019

Minutes prepared by Tamara Osborne, CASO Secretary