

MONTHLY COMMITTEE and/or LIAISON REPORT

COMMITTEE OR LIAISON: **Marketing Committee**

DATE & LOCATION

OF MEETING: **Tuesday, September 15, 2015 – 158Q LSU Student Union**

ATTENDANCE: Daniel Nunes, Trey Truitt, M.E. Hart, Jon DeRoche, Maggie Spurlock, George Eldredge, and Nancy Arnold.

SUMMARY:

I. **Welcome**

II. **Meeting times, date, and location**

Several of the committee members have found that our past meeting time and day-of-the-week is not ideal and with the start of the new semester have meeting conflicts. The committee is looking to move their meetings to 10am on Wednesday. The exact location, start date, and finalized time will be worked out later this week. (Several committee members were not present to confirm new suggested time.)

III. **Final planning and discussion regarding meeting and tour**

Follow up discussion and final questions and plans were made for our tour of Alex Box and presentation by Coach Paul Maneri.

As a reminder:

The Staff Senate General Meeting will take place at 10:30 a.m. in the Champions Club on the first floor at the Alex Box Stadium before the tour.

Since our last committee meeting:

9/15/15 Update: Tables and chairs were delivered on Tuesday, September 15th. Melonie is planning on finalizing the room set up and place table cloths on the tables by the close of business. Staff members, who can assist, are asked to arrive a few minutes early to help with final Wednesday set up needs.

Tammy will prepare a final email communication to be sent out to LSU staff regarding our meeting and tour of Alex Box. Key points were added to the email regarding parking and who is eligible to attend, thanks to Senator Eldredge.

9/14/2015 Update:

Per Tammy, Melonie will meet Ben at Alex Box at 9am for the tables and Chairs delivery and set-up, (if not delivered on Tuesday afternoon)

9/9/2015 Update: Per Tammy, Work order for tables and chairs has been placed and the delivery and set up fee has been waived.

9/2/2015 Update: Per Tammy, We will cover the cleaning costs and greatly appreciate everything you have done to make this event happen

IV. Staff Senate apparel options

Committee members inspected polo samples and discussed suggestions for possible Staff Senate apparel. The committee agreed that we should explore additional apparel options and styles (short sleeve polo, long sleeve polo, cardigan sweater, short sleeve half-zip soft shell vest, and or a long sleeve soft shell jacket) – and look to make a recommendation by the October meeting. The committee agreed that offering a variety of apparel choices, to be monogrammed with the Staff Senate brand, would be ideal.

Submitted By:

Trey Truitt
Marketing Committee Chair
President-Elect