



New Mexico State University Library

Social Activities Committee Annual Report

July 1, 2004– June 30, 2005

Executive Committee

Chairperson	-	Kirsten Clark
Secretary	-	Linda Shadd
Treasurer	-	Esther Ramirez
Party/Event Coordinator	-	Mavis Johnson
Historian/Building Coordinator	-	Maura Kenny

Social Activities Committee:

The Social Activities Committee (SAC) organizes and promotes social activities for library personnel. SAC also sends flowers and cards to NMSU Library employees and their families on special occasions, celebrates birthdays each month with donuts and fruit, and coordinates community services initiatives on behalf of the library.

Social Activities Executive Committee:

The Social Activities Executive Committee consists of seven members: two faculty/professional members and five classified staff members. Each member serves a two-year term. Once again, we were unable to fill all the vacancies in the Committee. This year, the Committee consisted of two faculty members and three staff members.

Social Activities Membership:

During the 2004-2005 term, the Committee continued to encourage membership and participation in the Social Activities Committee and its sponsored activities. Dues were \$12.00 per year, to be paid to the Treasurer. Dues are pro-rated for a new employee. Dues are spent in various ways in order to meet our purpose of providing support and encouragement to the library staff and faculty.

55 of the 72 library personnel joined SAC this year.

Activities/Functions:

Staff Survey

Following on a trend that started last year, the SAC Executive Committee has been unable to recruit volunteers to have a full committee. Because of this low interest in serving, the Executive Committee sent a survey to all staff asking for input into the future of the Social Activities Committee. Three scenarios were put before the staff:

- Dissolve SAC (No Flowers/cards, No Donuts, No Parties),
- Send Flowers/Cards and to continue the monthly Donuts (No Parties), and
- Host a Staff Holiday Party in December (No Flowers/Cards, No Donuts).

The majority of the library staff chose to continue sending Flowers/Cards and providing the Donuts.

Flower and/or Card Acknowledgments

One very important way in which SAC encourages library personnel is through the sending of flowers or a card at appropriate times. These times include both times of sorrow and of celebration. Flowers or cards are sent to all library personnel, as needed, not just those who are members of SAC. A large portion of SAC's membership dues is used for this purpose. It is a very meaningful and well-appreciated service to all library personnel.

4 cards and 4 bouquets or plants were sent to library personnel.

Social Functions

Various festivities are held throughout the year in order to promote library participation, morale, and camaraderie among all library personnel. Because of the survey opinions, parties were severely limited. We only had one party this year. A Just Desserts party was held on April 21, 2005. 54 staff members attended.

Monthly Birthday Donuts/Fruit

A very popular SAC event is the provision of donuts and fruit on the first working day of each month. Library personnel with birthdays during that month are recognized in an e-mail to all staff and on the birthday boards located in each library's staff lounge. Membership in SAC entitles a person to one free donut or piece of fruit each month. Non-members, and SAC members taking an additional item, are asked to pay \$.50 per item.

Community Service Initiatives

SAC held an extremely successful food drive for the Community of Hope, (includes El Caldito and Jardin de los Ninos) during December, 2004. Two grocery baskets of items were taken to El Caldito and one basket of personal and baby items went to Jardin de los Ninos.

In conjunction with the Just Desserts Party, new or gently used books were collected for Jardin de los Ninos. 125 books were collected.

Good News Emails

The "Good News" e-mails, used to share accomplishments of our staff and their families, continued this year. The SAC Historian was designated to send e-mails announcing awards, accomplishments, milestones, and general good news. In order to ensure desired privacy, the Historian will only share news that the involved person has passed on to her/him for general sharing.

2 Good News emails were sent.

Financial Report:

Balance Brought Forward (2003/2004)	\$1,352.64
Deposits: Membership Dues	\$616.00
Donuts	25.00
Misc./Petty Cash Deposits	81.91
Expenses: Donuts	\$352.50
Flowers/Plants	\$247.48
Just Desserts Party	\$120.04
Other (Kincaid & Co., misc. reimbursements)	\$783.53
Remaining Balance (2004/2005)	\$572.00