I. Approval of the minutes of the 6/14/16 meeting

II. Report from Coordinating Chair (Corbett)

We have a presenter for the April Workshop.

III. Committee Reports

A. Membership – K. Corbett
B. Secretary – G. Finn
C. Treasurer – K. Corbett
D. Web/Media Coordinator – G. Finn

IV. Old Business

None

B. Planning for upcoming Spring workshop and suggested topics from members:

1. How to deal with difficult/challenging/negative co-workers
2. Stress relief / desk exercises
3. Motivate / training staff
4. How to bring fun into work
5. How to use Cadillac and the e-form

V. New Business

A. 2016/2017 Coordinating Committee Officers

B. Choosing a charity recipient for 2016/2017. Suggestions from members:

1. Breast Cancer awareness
2. Literacy (done)
3. MS
4. Cerebral Palsy
5. Albany Disability Services
6. Woofs for Warriors (suggested by J. Guyon)
7. Childhood Cancer
8. Make a Wish
9. Habitat for Humanity
10. Food Bank (done)
11. Hospice
12. Williams Syndrome
13. Albany City Mission
14. Brain Injury Association of New York State

C. Dates for upcoming meetings:

1. Thursday, March 9, 2017 2-4pm meeting @CDLC
2. Thursday, April 13, 2017 (Workshop)

D. Other

VI. Adjournment