**Wellness Committee Meeting One**

**Date**: Wednesday, May 13th, 2015 at 12:00pm

**Location**: Conference Room 373

**Attendees**: Tanee Edwards, Karla Pacheco, Candace Quinlan, Andrea Klooster, Nick Soave, Scott Courtice, Lindsay Meldrum.

**Meeting Minutes**

1. **Programming for End of Fiscal**:
2. Discussed Big Bike for June 2015. We will look into seeing if Big Bike will come here next year on campus to allow all staff to participate. An email will be going out to staff at the end of May to see who is interested and register for the New Fiscal Year (June).
3. Walking Group will commence in the coming weeks. An email will be going out to staff this week, once the weather cooperates.
4. There will be a salad day at the end of May for staff.
5. Wellness Survey: survey will be going out to all staff this week to allow for feedback on the past year of programming to determine which areas were successful and which ones require improvements. Once all the results have been tabulated, the Wellness Committee will be able to determine the appropriate initiatives staff are interested in partaking. We did complete a survey in January 2014 and this will allow us to document which initiatives worked from those previous responses and how the culture has changed.
6. **Programming from 2014-2015:**

Reviewing programming from this year to determine which areas we need to survey staff (such as the Bingo Cards or other tracking methods) in the upcoming Wellness Survey. We offered a variety of programming from Yoga, two Wellness Fairs, Book Club, Volleyball Intramural Team, Walking Group, Salad Day, Eat your Greens & Smoothie Day, Stress Management session , Life coach session, Big Bike in June, 3 week Challenge, Wellness Fridays, etcetera.

1. **Programming for 2015-2016:**

Programming for the new fiscal year will begin with the Committee planning for June to September. There will be a Wellness Survey conducted for all full-time staff to help the Committee determine appropriate programming for staff, as well as indicate the diversity of times and dates that would work best for most departments.

*Ideas:*

1. *Cooking Classes*: Roma dinner & Trivia or President’s Choice Black Label cooking classes for all staff offsite. The possibility of offering this multiple times throughout the year.
2. *Walking Group* in the summer months of June to August. Possibility of going to the Farmer’s Markets once again this year (once location has been determined).
3. *Pedometer Step Challenge* where we will provide or subsidize staff with the pedometer to track their steps over the summer months. Each week they can enter a ballot to win the Fitbit of their choice at the end.
4. *Couch to 5K* *Run*: offering staff the ability to learn to run from scratch. These practices can be after work at 4:30-5:00pm as well as done on their own. The idea is to have the 8 week program completed in time for a race in September like the Terry Fox run.
5. *Bubble Soccer One Time Event*: Looking into having a bubble soccer event at the Staff Summer Appreciation Party. It will be the Wellness contribution to staff appreciation week with an activity which is fun and active.
6. *Intramural Sports Team*: Determining which team/teams staff want to be involved in for the Fall season.
7. *Yoga*: offer short classes in the summertime. We have a partnership with Prana Yoga who is able to offer us various sessions. There is the new Re-Boot Yoga which is 30 minutes in length and offered to those not interested in the poses but instead in the meditation aspect of Yoga. They are also able to offer a combo class of Yoga with Pulp N Press at the end of each class or stress management sessions. A great idea of offering a mixture in every class to get combine meditation, yoga and other skillsets.
8. *Dragon Boat Race*: Next year organizing a team for the summer Dragon Boat Race.
9. *Defense Training/Boot Camp*: Emma from FemmeForce Fitness teaching staff after or before work either self-defence or boot camp challenge.
10. *Corporate Challenge*: Next year if possible to offer to staff members on the weekend.
11. *Bingo Card Program*: Offering the Bingo Card Program as the gold standard alongside other tracking methods to incentivize staff intrinsically and extrinsically.
12. Programming Leaders:
13. Big Bike: Cassandra
14. Walking Group: Scott & volunteers
15. Cooking Classes: Lindsay
16. Pedometer & Couch to 5K Run: Karla
17. Wellness Survey: Scott & Cassandra
18. Bubble Soccer Event: Nick Soave & Cassandra
19. Salad Day in May: Cassandra, Andrea & Karla
20. Yoga: Cassandra
21. Dragon Boat: Lindsay
22. Corporate Challenge: Lindsay
23. Intramural Sports: Nick S.
24. Next Meeting:

Our next meeting will be taking place next Wednesday, May 27th at 8:30am-9:00am. If it runs a little longer please feel free to join us at any time or leave at any time. It will be earlier to allow us to plan the final details for our next fiscal year which begins the following Monday.