

Bates

Office of Human Resources

Meeting date: Tuesday, December 5, 2023
Time: 11:30 pm - 1:00 pm
Location: Commons 201 or Zoom
Attendees: Hope Burnell, Patty Rooney, Nora Molloy, Alec Morrissey, Andrea Trumble, Jess Berry, Joe Castonguay, Keiko Konoeda, Mark Cayer, Zach Brown-Cross, Sylvia Deschaine, Curtis Johnson, Megan Couch

Meeting Facilitator: Hope & Patty
Timekeeper: TBD
Recorder: Nora

Meeting type: Decide

AGENDA

- 1) Welcome - Hope
- 2) Icebreaker - TBD (10 minutes)
- 2) Vendor discussion - Hope & Patty (45 minutes)
 - a) Differentiation factors
 - b) Ability to meet our evaluation criteria
 - c) Pros/cons
 - d) Partnership with vendor
 - e) Top three
- 3) Holiday party - Hope (5 minutes)
- 4) Wrap up - Patty (10 minutes)