

Melissa S. Eder

From: Rita Wilson
Sent: Tuesday, October 4, 2016 1:43 PM
To: Craig B. Clifton
Subject: RE: Costume Contest

Craig,

Here are my thoughts on the costume contest:

1. Department wide costume contest
2. Judges?
3. Judging criteria?
4. Prizes?

Judges will make their decisions in the morning and the announcement for the winners will be during the walk/run Halloween event. A representative must be present from the department to win and accept the prize. Or we can do 1st, 2nd, 3rd place with photo opportunity or both. My staff love pizza parties ☺.

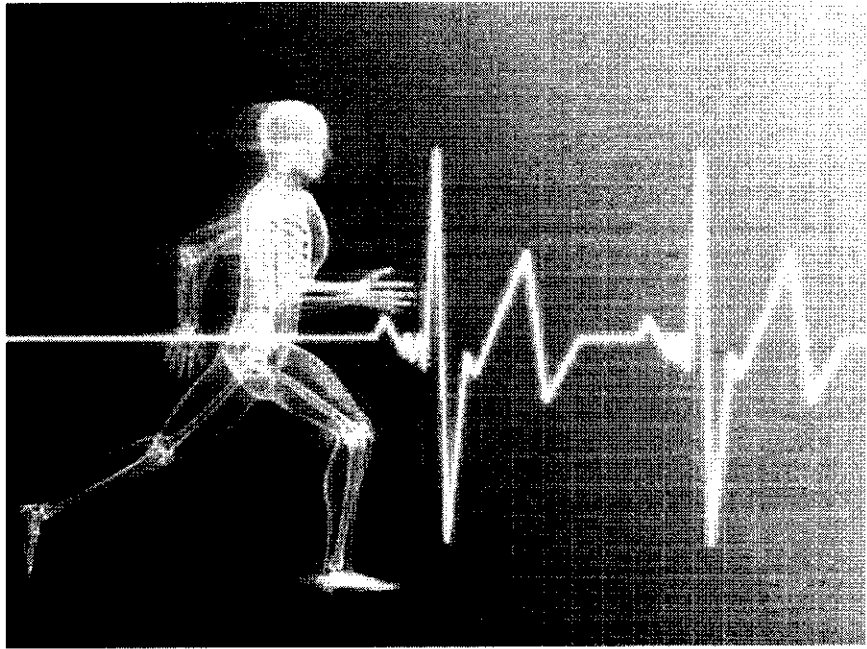
Just thinking out loud ☺.

From: Craig B. Clifton
Sent: Tuesday, October 04, 2016 11:10 AM
To: Rita Wilson
Subject: Costume Contest

Rita,
We meet today on the Costume Run/Walk. What do we need to discuss in regards to the Costume Contest?

Craig Clifton
Sports and Exercise Sciences
Amarillo College
(806)371-5299
cbclifton@actx.edu

"Live Fitness Well!!!"



Melissa S. Eder

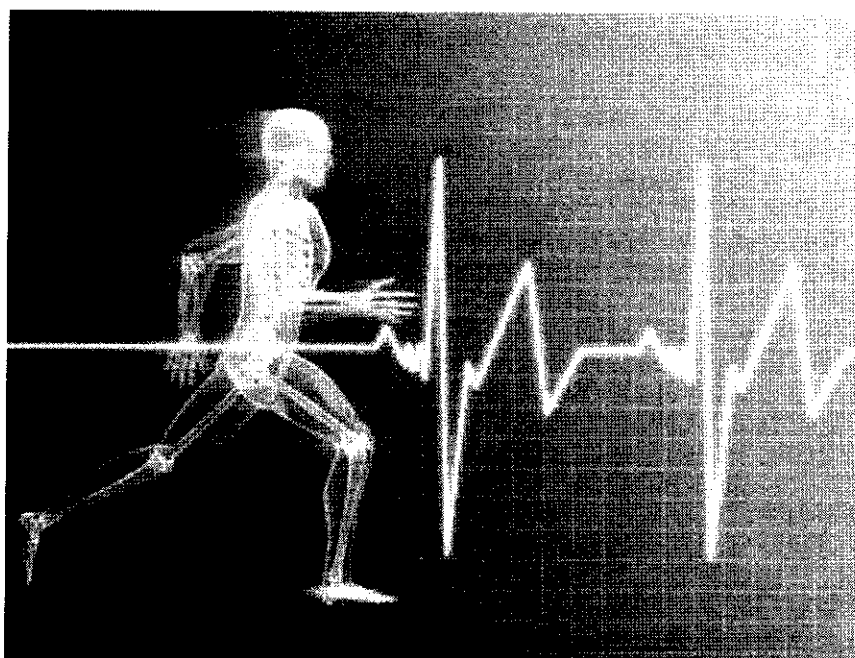
From: Craig B. Clifton
Sent: Friday, October 7, 2016 1:38 PM
To: Lyndy Forrester; Joshua E. Blashill; Connie A. de Jesus; Jeff Wallick; Judy E. Massie; Rita Wilson; Amanda L. Wallick; Lisa E. Holdaway; Lisa M. Bentley; Lynne A. Groom; Dalila E. Paredes; Billy W. Barclay; Annette Watts; Margaret C. Netherton; Stefanie M. Carruth; Shannon E. Cornell; Terry L. Smith; Trent A. Oneal; Craig B. Clifton
Subject: RE: Costume Run/Walk and more

I forgot to add my name to the group email. This email has it.

Craig Clifton

Sports and Exercise Sciences
Amarillo College
(806)371-5299
cbclifton@actx.edu

"Live Fitness Well!!!"



From: Craig B. Clifton
Sent: Friday, October 07, 2016 1:36 PM
To: Lyndy Forrester; Joshua E. Blashill; Connie A. DeJesus; Jeff Wallick; Judy E. Massie; Rita Wilson; Amanda L. Wallick; Lisa E. Holdaway; Lisa M. Bentley; Lynne A. Groom; Dalila E. Paredes; Billy W. Barclay; Annette Watts; Margaret C. Netherton; Stefanie M. Carruth; Shannon E. Cornell; Terry L. Smith; Trent A. Oneal
Subject: Costume Run/Walk and more

Hey Wellness Committee,
Here is the group email that includes all of our committee members as promised. Just a reminder, Lyndy needs any information that will be included in the promotional packet before 11:45 Monday Oct 10.

If you did not attend the meeting, we discussed lots of things and assigned duties. In addition to the race, we will be doing the costume contest, a gourmet peanut butter and jelly sandwich bar, and a pumpkin dessert contest. Date will be Oct. 28. The food will begin at 11:45, costume contest will be at 12:30 and the run/walk will start at 1pm. Cost will be \$10 to eat and participate in any or all. All proceeds will go to the food pantry.

Craig Clifton

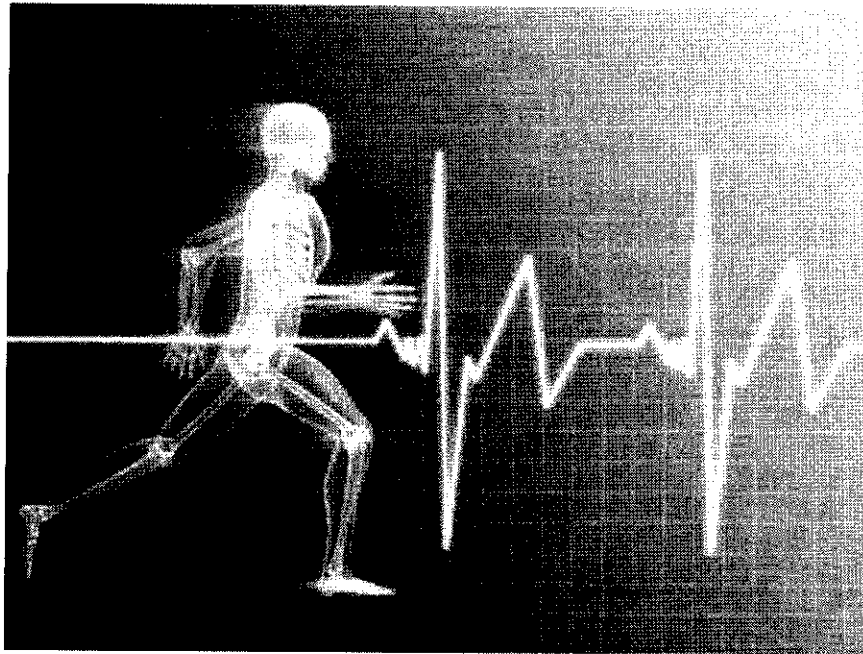
Sports and Exercise Sciences

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cbclifton@actx.edu

"Live Fitness Well!!!"



Melissa S. Eder

From: Lynne A. Groom
Sent: Monday, October 17, 2016 2:26 PM
To: Craig B. Clifton; Lyndy Forrester; Joshua E. Blashill; Connie A. de Jesus; Jeff Wallick; Judy E. Massie; Rita Wilson; Amanda L. Wallick; Lisa E. Holdaway; Lisa M. Bentley; Dalila E. Paredes; Billy W. Barclay; Annette Watts; Margaret C. Netherton; Stefanie M. Carruth; Shannon E. Cornell; Terry L. Smith; Trent A. Oneal
Cc: Michael D. Fuller
Subject: RE: Costume Run/Walk and more

Hello all, I just wanted to let you know that we have 400 bottles of water donated by Plains Dairy. I will get it picked up, loaded in coolers and iced down.

Also, FM90 is onboard to do live remotes from the event. I am cc-ing Mike Fuller of FM90 here.

Lynne Groom | Manager of Development and Community Services
P. O. Box 447 | Amarillo, Texas 79178
p 806.371.5474 | f 806.371.5258 | c 806.236.7817
e-mail - lagroom@actx.edu

From: Craig B. Clifton
Sent: Friday, October 07, 2016 1:36 PM
To: Lyndy Forrester <lforrester@actx.edu>; Joshua E. Blashill <jeblashill@actx.edu>; Connie A. DeJesus <cadejesus@actx.edu>; Jeff Wallick <j0079278@actx.edu>; Judy E. Massie <jemassie@actx.edu>; Rita Wilson <rnwilson@actx.edu>; Amanda L. Wallick <a0092413@actx.edu>; Lisa E. Holdaway <leholdaway@actx.edu>; Lisa M. Bentley <l0000612@actx.edu>; Lynne A. Groom <lagroom@actx.edu>; Dalila E. Paredes <deparedes21@actx.edu>; Billy W. Barclay <b0102282@actx.edu>; Annette Watts <awatts@actx.edu>; Margaret C. Netherton <mcwaguespack@actx.edu>; Stefanie M. Carruth <smcarruth@actx.edu>; Shannon E. Cornell <secornell@actx.edu>; Terry L. Smith <tlsmith27@actx.edu>; Trent A. Oneal <taoneal@actx.edu>
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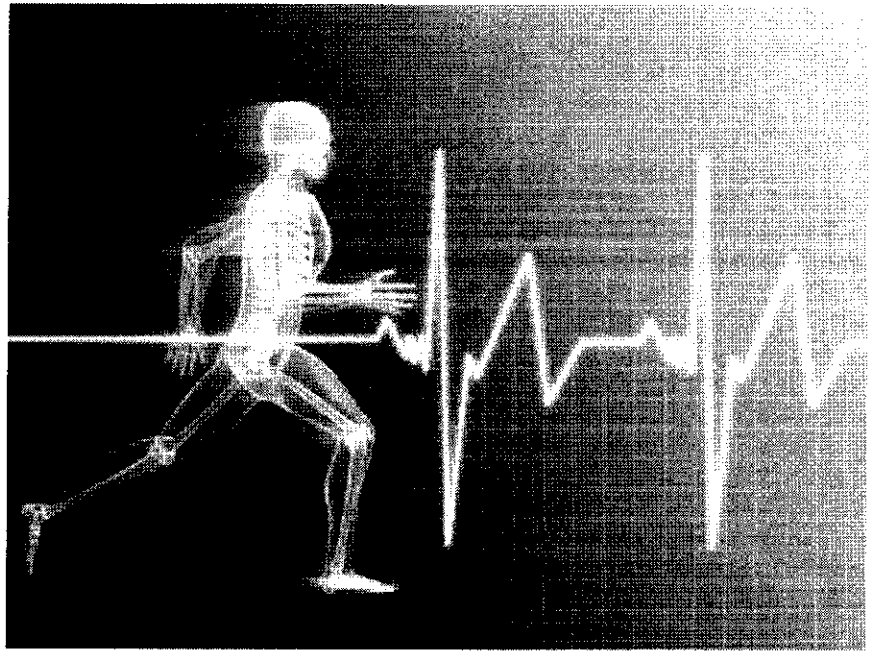
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"Live Fitness Well!!!"



Melissa S. Eder

From: Lyndy Forrester
Sent: Tuesday, October 18, 2016 8:06 AM
To: Lynne A. Groom; Craig B. Clifton; Joshua E. Blashill; Connie A. de Jesus; Jeff Wallick; Judy E. Massie; Rita Wilson; Amanda L. Wallick; Lisa E. Holdaway; Lisa M. Bentley; Dalila E. Paredes; Billy W. Barclay; Annette Watts; Margaret C. Netherton; Stefanie M. Carruth; Shannon E. Cornell; Terry L. Smith; Trent A. Oneal
Cc: Michael D. Fuller
Subject: Re: Costume Run/Walk and more

This is great Lynn! Thank you!

From: Lynne Groom <lagroom@actx.edu>
Date: Monday, October 17, 2016 at 2:26 PM
To: "Craig B. Clifton" <cbclifton@actx.edu>, User <lforrester@actx.edu>, "Joshua E. Blashill" <jeb lashill@actx.edu>, "Connie A. DeJesus" <cadejesus@actx.edu>, Jeff Wallick <j0079278@actx.edu>, "Judy E. Massie" <jemassie@actx.edu>, Rita Wilson <rnwilson@actx.edu>, "Amanda L. Wallick" <a0092413@actx.edu>, "Lisa E. Holdaway" <leholdaway@actx.edu>, "Lisa M. Bentley" <l0000612@actx.edu>, "Dalila E. Paredes" <deparedes21@actx.edu>, "Billy W. Barclay" <b0102282@actx.edu>, Annette Watts <awatts@actx.edu>, "Margaret C. Netherton" <mcwaguespack@actx.edu>, "Stefanie M. Carruth" <smcarruth@actx.edu>, "Shannon E. Cornell" <secornell@actx.edu>, "Terry L. Smith" <tlsmith27@actx.edu>, "Trent A. Oneal" <taoneal@actx.edu>
Cc: "Michael D. Fuller" <m0215906@actx.edu>
Subject: RE: Costume Run/Walk and more

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Craig Clifton

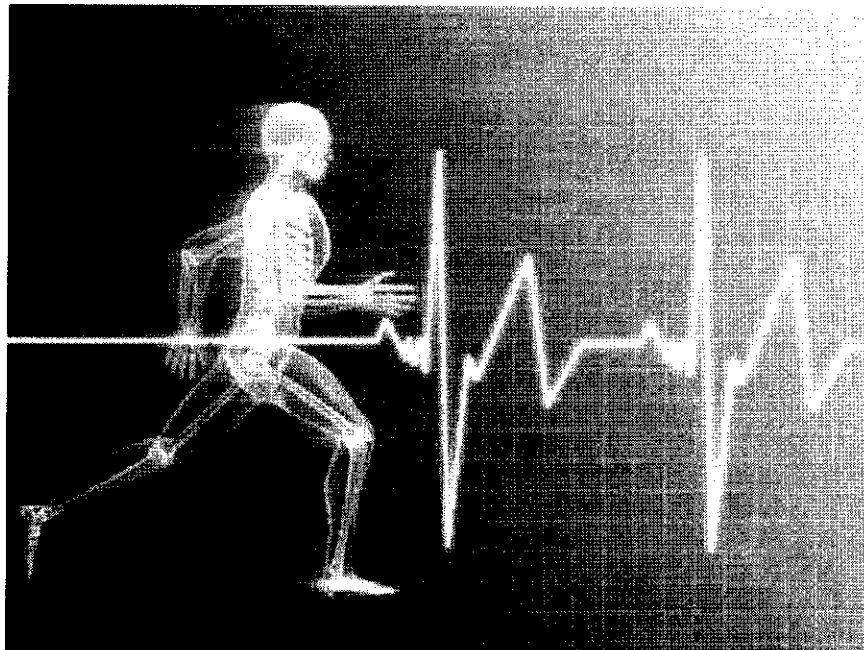
Sports and Exercise Sciences

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cbclifton@actx.edu

"Live Fitness Well!!!"



Melissa S. Eder

From: Connie A. de Jesus
Sent: Monday, October 23, 2017 3:36 PM
To: Org - ACWellness; Craig B. Clifton
Cc: Michael D. Sugden
Subject: RE: Draft: Costume Run/Walk/ Meeting Reminder

Hey Craig,

I will be able to put this into our Emma email client, which is the preferred way to send out emails so we can track how many have been opened, read, etc.

Also, did you read my email about coordinating with SECC on the day of the event? Michael can give you better specific details on this. As I understand it, this request is coming from 2 cabinet members, so as Michael put it, in the "Spirit" or Cooperation and Innovation (or was it another "I" word?), I think we could do that. 😊

Thoughts...???

Thanks,
Connie
Ext: 5130

From: Org - ACWellness
Sent: Monday, October 23, 2017 3:25 PM
To: Connie A. DeJesus <cadejesus@actx.edu>; Jeff Wallick <j0079278@actx.edu>; Judy E. Massie <judy.massie@actx.edu>; Stefanie M. Carruth <smcarruth@actx.edu>; Shannon E. Cornell <secornell@actx.edu>; Amanda L. Wallick <a0092413@actx.edu>; Dalila E. Paredes <deparedes21@actx.edu>; Billy W. Barclay <b0102282@actx.edu>; Annette Watts <awatts@actx.edu>; Margaret C. Netherton <margaret.netherton@actx.edu>; Terry L. Smith <tlsmith27@actx.edu>; Lyndy Forrester <lforrester@actx.edu>; Trent A. Oneal <trent.oneal@actx.edu>; Joshua E. Blashill <jebashill@actx.edu>; Craig B. Clifton <craig.clifton@actx.edu>
Subject: Draft: Costume Run/Walk/ Meeting Reminder

Hey Everyone,
See the draft below for the Costume run/walk. Also, as a reminder, we meet tomorrow(Tuesday) at 2:45pm at Carter Fitness Center 115.

Looking for a good reason to wear something fun to work? Here it is...



AC third annual Costume Run

Prizes for:

- Best Costume
- Most Creative Costume
- 1st place finisher Male
- 1st place finisher Female

1.5 mile run/walk in and around the AC campus and Memorial Park. Dress up in fun clothes or wear your favorite costume.

Tuesday Oct 31

Starts at 12:30pm

Starts/Ends at the clocktower (inclimate weather-Carter Fitness Center)

Cost: Free to all participants. Suggested donation of \$15 to be given to the AC Food Pantry. 100% of proceeds go to the AC food pantry.

Donate- Click the link below to donate to the food pantry by payroll deduction

Pre-Register- Complete the attached Waiver of Liability and return to Craig Clifton or Send to Carter Fitness Center

For more information, contact Craig Clifton

cbclifton@actx.edu

x

Wellness Committee

Melissa S. Eder

From: Org - ACWellness
Sent: Wednesday, October 25, 2017 10:15 AM
To: Craig B. Clifton
Subject: [TEST] Costume Run/Walk Challenge

This is a **preview email**. Here's a note from the person who sent it:

"Please email Suggestions/Corrections to Connie at cadejesus@actx.edu "

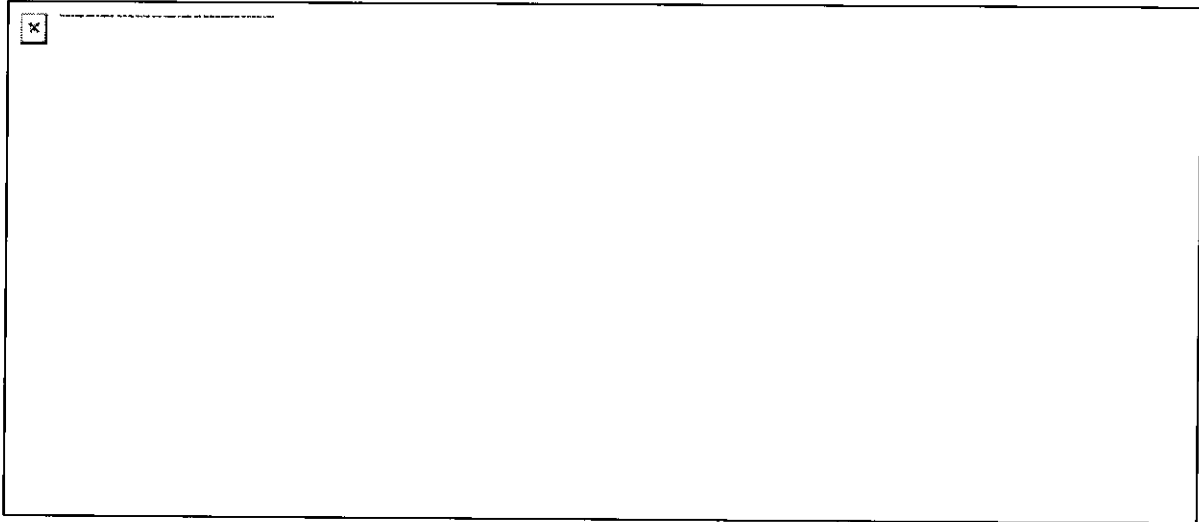


Wellness Committee



**Looking for a good reason to wear something fun to work?
Donate to the Food Pantry?
...Well Here It Is!!!**

Join the Wellness Committee and SECC for some AC Family Halloween Fun!



AC THIRD ANNUAL COSTUME RUN

(challenge portion of the course consists of 4 fun optional "spook activities" and stair walk)

Prizes for:

- Best Overall Costume
- Most Creative/Unique Costume
- 1st Place Overall Male
- 1st Place Overall Female

1 mile run/walk in and around the AC campus and Memorial Park. Dress up in fun clothes or wear your favorite costume.

Tuesday, October 31 • Oeschger Family Mall

(In case of inclement weather we will relocate to the Carter Fitness Center)

Start Time: 12:30 pm at the entrance to the Oeschger Family Mall

Registration: starts at 12 noon (registrations will be accepted the day of the event, but pre-register is highly encouraged with the link below)

Cost: Free to all participants. Suggested donation of \$5 or more, to be given to the AC Food Pantry. 100% of proceeds go to the AC food pantry via SECC.

Donations: Will be taken on the day of the event in the form of Cash, Square, or check made payable to

Donate and receive an AC "Trick-or-Treat" goodie bag, compliments of Communications & Marketing.

Pre-Register

For more information, contact Craig Clifton cbclifton@actx.edu



Melissa S. Eder

From: Form Confirmation <forms@smartsheet.com>
Sent: Wednesday, October 25, 2017 11:09 AM
To: Craig B. Clifton
Subject: Confirmation - 2017 Costume Fun-Run Registration



Thank you for submitting your entry. A copy is included below for your records.

2017 Costume Fun-Run Registration

Colleague ID 0000320
First Name Craig
Last Name Clifton
Email Address cbclifton@actx.edu
Department Carter Fitness and Wellness Center
Release of Liability ☒
Type Full Name Billy Craig Clifton

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Melissa S. Eder

From: Connie A. de Jesus
Sent: Monday, October 30, 2017 1:24 PM
To: Craig B. Clifton
Subject: RE: Fun Run - Weather Tomorrow...???

Thanks!

C

From: Craig B. Clifton
Sent: Monday, October 30, 2017 11:56 AM
To: Connie A. DeJesus <cadejesus@actx.edu>
Subject: RE: Fun Run - Weather Tomorrow...???

Ill arrange for music...

From: Connie A. DeJesus
Sent: Monday, October 30, 2017 10:56 AM
To: Craig B. Clifton
Subject: RE: Fun Run - Weather Tomorrow...???

Will do, thanks!

C

From: Craig B. Clifton
Sent: Monday, October 30, 2017 10:53 AM
To: Connie A. DeJesus <cadejesus@actx.edu>
Subject: RE: Fun Run - Weather Tomorrow...???

Here is my wording. You can add or change if you want. Also you could include the details from the first email just in case people did not read the first one:

"The temperature tomorrow is supposed to be around 43 and windy during the time of the costume run/walk. We have decided to move the event to Carter Fitness and Wellness Center. Registration will begin at noon. The Costume Run/Walk will start at 12:30pm. See you then."

From: Connie A. DeJesus
Sent: Monday, October 30, 2017 10:45 AM
To: Craig B. Clifton; Joshua E. Blashill
Subject: RE: Fun Run - Weather Tomorrow...???

I was anticipating this and have been getting the template ready to send out, but would love to get your wording Craig!

Also, do we have a way to play some Halloween party mix music like we have done before?

Thanks,

C

From: Craig B. Clifton
Sent: Monday, October 30, 2017 10:42 AM
To: Connie A. DeJesus <cadejesus@actx.edu>; Joshua E. Blashill <jeb lashill@actx.edu>
Subject: RE: Fun Run - Weather Tomorrow...???

Hi Connie,
Josh and I went outside just now. It is 44 degrees now. We think that people are not going to want to be outside at this temperature/wind. So, lets move it to indoors. Do you want to send out the email? If not, I will...

Craig

From: Connie A. DeJesus
Sent: Monday, October 30, 2017 9:40 AM
To: Craig B. Clifton; Joshua E. Blashill
Subject: Fun Run - Weather Tomorrow...???

Good morning guys,

Here is the weather forecast for the noon hour tomorrow...

TIME	DESCRIPTION	TEMP	FEELS	PRECIP	HUMIDITY	WIND
12:00 PM TUE	PARTLY CLOUDY	43°	35°	0%	44%	S 19 MPH
1:00 PM TUE	PARTLY CLOUDY	46°	38°	0%	42%	S 19 MPH

What do you think, leave it outside or take it indoors?

Thanks,
C

Melissa S. Eder

From: Org - ACWellness
Sent: Monday, October 30, 2017 2:00 PM
To: Craig B. Clifton
Subject: Costume Run/Walk - Tomorrow, October 31st

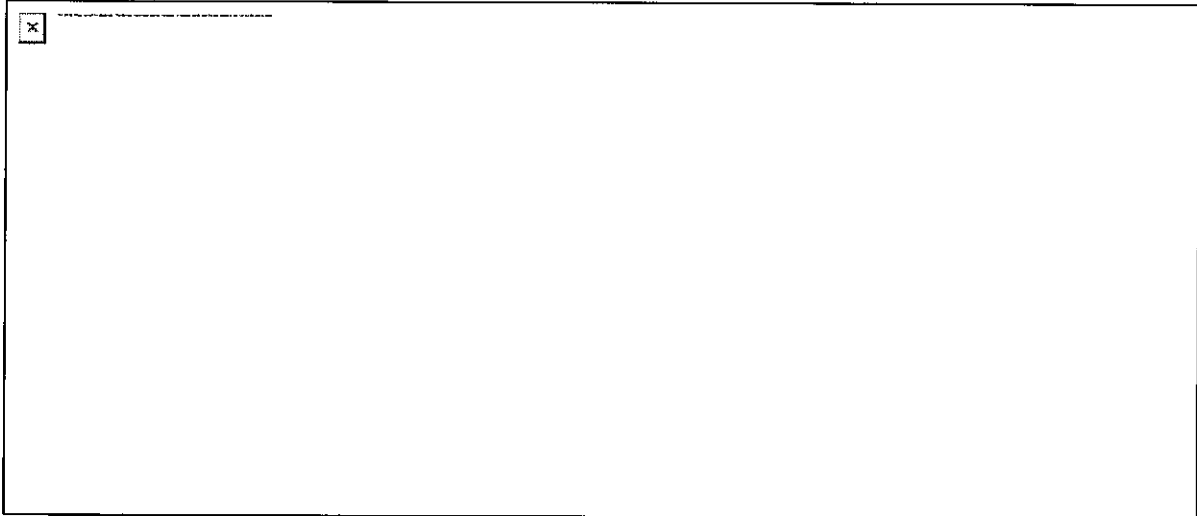


Wellness Committee



Don't let the weather *SPOOK* you away! The Fun Run/Walk has moved indoors to the Carter Fitness & Wellness Center.

Join the Wellness Committee and SECC for some AC Family Halloween Fun!



AC THIRD ANNUAL COSTUME RUN

Prizes for:

- Best Overall Costume
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- 1st Place Overall Male
- 1st Place Overall Female

The temperature tomorrow is supposed to be around 43° and windy during the Costume Run/Walk. We have decided to move the event to Carter Fitness and Wellness Center. Registration will begin at noon. The Run/Walk will begin at 12:30 pm.

Dress up in fun clothes or wear your favorite costume. See you then!

Tuesday, October 31 • Carter Fitness & Wellness Center

Registration: starts at 12 noon (*registrations will be accepted the day of the event, but pre-registration is highly encouraged with the link below - we don't want anyone to leave empty handed!*).

Start Time: 12:30 pm

Cost: Free to all participants. **Suggested donation of \$5 or more**, to be given to the AC Food Pantry. Proceeds go to the AC Food Pantry through the SECC and the United Way of Amarillo and Canyon.

Donations: Will be taken on the day of the event in the form of Cash, Square, or check made payable to SECC.

Participants will receive an AC "Trick-or-Treat" goodie bag, compliments of Communications & Marketing Division.

Pre-Register

For more information, contact Craig Clifton cbclifton@actx.edu



Melissa S. Eder

From: Michael D. Sugden
Sent: Thursday, November 9, 2017 10:54 AM
To: Connie A. de Jesus; Org - ACWellness; Craig B. Clifton
Cc: Joyce K. Knight; Bob Austin; Pamela J. Madden; Jarrod J. Madden; Lyndy Forrester
Subject: Funds donated RE: Draft: Costume Run/Walk/ Meeting Reminder

Hi,

I am working on the SECC – United Way funds raised totals and have finally got the information for the Wellness Committee Fun run on 10/31.

Total collected was \$ 115.00

The Square fee was 1.24

Total amount to be sent through the SECC to the AC Food Pantry is \$113.76.

Does anyone on the committee need payment records when I get this ready to send this out?

Thanks to you all for allowing us to run this through the SECC so we can count it towards our total collected!

Thanks,
Michael

From: Connie A. DeJesus
Sent: Monday, October 23, 2017 3:36 PM
To: Org - ACWellness <org-acwellness@actx.edu>; Craig B. Clifton <craig.clifton@actx.edu>
Cc: Michael D. Sugden <mdsugden@actx.edu>
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Ext: 5130

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Wellness Committee

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Cc: Joyce K. Knight; Bob Austin; Pamela J. Madden; Jarrod J. Madden; Lyndy Forrester
Subject: RE: Funds donated RE: Draft: Costume Run/Walk/ Meeting Reminder

Thank you Michael, for this information. I'll include it in our information for next year as the goal to double! ☺
C

From: Michael D. Sugden
Sent: Thursday, November 9, 2017 10:54 AM
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Sent: Monday, October 23, 2017 3:25 PM

To: Connie A. DeJesus <cadejesus@actx.edu>; Jeff Wallick <j0079278@actx.edu>; Judy E. Massie <judy.massie@actx.edu>; Stefanie M. Carruth <smcarruth@actx.edu>; Shannon E. Cornell <secornell@actx.edu>; Amanda L. Wallick <a0092413@actx.edu>; Dalila E. Paredes <deparedes21@actx.edu>; Billy W. Barclay <b0102282@actx.edu>; Annette Watts <awatts@actx.edu>; Margaret C. Netherton <margaret.netherton@actx.edu>; Terry L. Smith <tlsmith27@actx.edu>; Lyndy Forrester <lforrester@actx.edu>; Trent A. Oneal <trent.oneal@actx.edu>; Joshua E. Blashill <jebashill@actx.edu>; Craig B. Clifton <craig.clifton@actx.edu>

Subject: Draft: Costume Run/Walk/ Meeting Reminder

Hey Everyone,

See the draft below for the Costume run/walk. Also, as a reminder, we meet tomorrow(Tuesday) at 2:45pm at Carter Fitness Center 115.

Looking for a good reason to wear something fun to work? Here it is...



**AC third annual
Costume Run**

Prizes for:

- Best Costume
- Most Creative Costume
- 1st place finisher Male
- 1st place finisher Female

1.5 mile run/walk in and around the AC campus and Memorial Park. Dress up in fun clothes or wear your favorite costume.

Tuesday Oct 31

Starts at 12:30pm

Starts/Ends at the clocktower (inclimate weather-Carter Fitness Center)

Cost: Free to all participants. Suggested donation of \$15 to be given to the AC Food Pantry. 100% of proceeds go to the AC food pantry.

Donate- Click the link below to donate to the food pantry by payroll deduction

Pre-Register- Complete the attached Waiver of Liability and return to Craig Clifton or Send to Carter Fitness Center

For more information, contact Craig Clifton

cbclifton@actx.edu



Wellness Committee

Melissa S. Eder

From: Craig B. Clifton
Sent: Wednesday, October 31, 2018 10:32 AM
To: DL-All AC Family
Subject: FUN WALK TODAY moved indoors, FREE Massage

"CHLLIN" Fun Walk

Just for Fun and fitness.
15 minute walk/run at Carter Fitness

Center

Walk 15 minutes(indoors) minimum to be eligible for prizes

FORM A WALKING GROUP OF ANY SIZE(two or more people), walk together and receive a coupon to schedule and receive a **FREE MASSAGE** at Carter Fitness Center

If you don't form a group, download the **FREE "Active 10" app** and receive a coupon to schedule and receive a **FREE MASSAGE** at Carter Fitness Center. More info about the app will be given out at the event.

Come dressed just as you are or in costume attire.

Prizes and contests as you walk. ALL PARTICIPANTS ELIGIBLE TO WIN PRIZES.

\$50 Gift Certificate to Academy Two \$25 Gift Certificates to Academy

Five FREE Palace Coffee Tokens and other prizes will be given out

Fruit, snacks and water provided for ALL.

When: Wednesday October 31, **STARTING TIME:** 11:45(sign-in) 12noon- **START**

Where: Sign in at Carter Fitness Center front desk.

Runners welcome

Craig Clifton

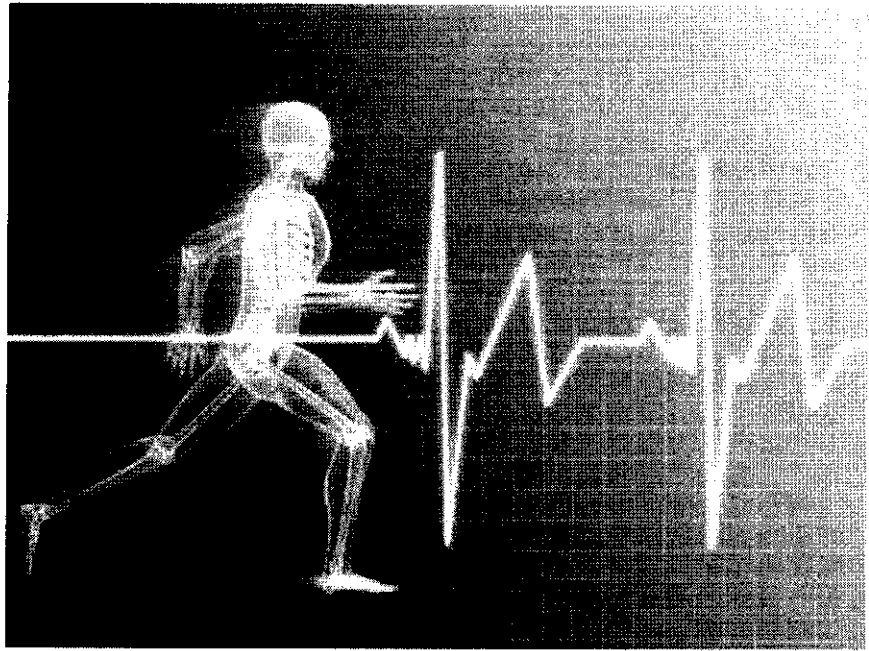
Carter Fitness and Wellness Center

Amarillo College

(806)345-5515

cbclifton@actx.edu

"Live Fitness Well!!!"



Melissa S. Eder

From: Connie A. de Jesus
Sent: Monday, October 23, 2017 4:19 PM
To: Craig B. Clifton
Subject: RE: Draft: Costume Run/Walk/ Meeting Reminder

My contact left. I will need to readdress that... ☹

From: Craig B. Clifton
Sent: Monday, October 23, 2017 3:59 PM
To: Connie A. DeJesus <cadejesus@actx.edu>
Subject: RE: Draft: Costume Run/Walk/ Meeting Reminder

Also, did you find anything out about the payroll deduction?

From: Connie A. DeJesus
Sent: Monday, October 23, 2017 3:36 PM
To: Org - ACWellness; Craig B. Clifton
Cc: Michael D. Sugden
Subject: RE: Draft: Costume Run/Walk/ Meeting Reminder

Hey Craig,

I will be able to put this into our Emma email client, which is the preferred way to send out emails so we can track how many have been opened, read, etc.

Also, did you read my email about coordinating with SECC on the day of the event? Michael can give you better specific details on this. As I understand it, this request is coming from 2 cabinet members, so as Michael put it, in the "Spirit" or Cooperation and Innovation (or was it another "I" word?), I think we could do that. ☺

Thoughts...???

Thanks,
Connie
Ext: 5130

From: Org - ACWellness
Sent: Monday, October 23, 2017 3:25 PM
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Subject: Draft: Costume Run/Walk/ Meeting Reminder

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