

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, March 12, 2019**

CALL TO ORDER

President Garza called the monthly Executive Board meeting to order at 12 noon at the APSA Office at 4700 Hagadorn Road, Suite 145, East Lansing, Michigan. Those in attendance and constituting a quorum were:

Executive Board Members Present: – Sean Barton, Karla Bauer, Randy Brown, Melissa Del Rio, Kathleen Deneau, Ken Deneau, Natan Espinosa, Joe Garza, Heather Hazzard, Aaron Minnis, Mike Ouderkirk, Sharon Potter, Jaci Sayen and Matt Winowiecki.

APSA Members excused – Bill Morgan

Absent: none

Associate Member- Mike Gardner (excused)

Member's present- none

APPROVAL OF AGENDA

Agenda of March 12, 2019

Motion made by Director Espinosa to approve the March 12, 2019 agenda as submitted seconded by Vice President Minnis agenda approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Director Espinosa to approve APSA meeting minutes from February 12, 2019; seconded by Vice President Minnis, motion passed without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

CLO (Coalition of Labor Organization)

- President Garza noted that the CLO presidents are hoping to host a reception with MSU Board of Trustees at the upcoming meeting on April 11, 2019;
- OIE meeting April 11, 2019 11:00 AM To NOON; Meeting with OIE and University to discuss changes to Relationship Violence and Sexual Misconduct (RVSM) policy
- President Satish directive on reclassification (policy reviewed with board)
- IPF stakeholder meeting –shared notes from meeting;

JHCC (Joint Health Care Committee)

- President Garza distributed and reviewed the Dashboard for Health Care/Wages Matrix
- Prudential Insurance- Beneficiaries (some members cannot get into the system to complete the process of setting their beneficiaries) working with University to resolve.
- RFP process –update (shared details from research and proposals received)

Other items:

- Operating Calendar- Election Nomination Process Begins
- MERC hearing – April 10, 2019
- Negotiations committee scheduled to meet today directly after the board meeting concludes
- President Garza shared a new attendance policy for the College of Music
- New Member Orientation- March 14, 2019- 4:45pm- APSA Office
- Federal Tax Extension for APSA -taxes have been filed

Vice President for Contract Administration – Mike Ouderkirk -Electronically mailed and reviewed grievance report.

- March 2019 very busy month and all grievances were resolved;
- Treasurer Deneau proposed that we add a section to the grievance report that includes “correspondence” by members as its own section of the report. The grievance committee will review and consider.

Treasurer’s Report – Ken Deneau - Electronically mailed and reviewed treasurer’s report.

- Reviewed details related to APSA board financials.

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown –

- Corresponding Secretary will share timeline of deadlines related to the upcoming semiannual membership meeting;
- Director Sayen reviewed highlight from the recent survey which had been shared electronically with board members prior to the meeting. Results will be shared with membership at the upcoming semiannual membership meeting.

Report of the Membership Secretary- Karla Bauer

Membership Secretary sent electronically and reviewed with all board members present.

- 1246 on February Roster

Motion by Director Espinosa to accept all officer reports; seconded by Vice President Minnis motion approved without dissent.

Member’s Privilege

- None

Unfinished Business:

- Special Committee Report - President Compensation
 - Several board members expressed their opinions; board members agreed to add remuneration schedule and proposed changes to the agenda for the board retreat in June.

- Director Espinosa updated board on issues related to moving APSA office
 - President Garza offered to review the cost associated with hiring Two Men and a Truck for the last move;
 - President Garza also offered to inquire with the Eyde Company what the status is on our current space.
- Education Committee Report –President Garza updated the board on opinions expressed by members in the recent survey. Topic will be added to the agenda for April board meeting;
- Cost information was shared with board members regarding the swag that was purchased for the upcoming semi-annual meeting;

New Business:

- Business Committee Report- New By Law Stipend Proposal review (tabled until June retreat)
- Member Outreach Committee Report-Survey update/Swag/Semi-annual meeting
- By Law Committee Report – no report
- Grievance Committee Report- no report

Standing Committee Reports see above for APSA Committee Reports

Business Committee: none

Grievance Committee: none

PACDI: none

Membership outreach: None

Employee Assistance Program: None

All-University Traffic Committee: None

Other Committees: none

By Laws Committee: none

ADJOURNMENT

MOTION by Vice President Minnis to adjourn meeting; seconded by Director Potter, motion approved without dissent. Meeting adjourned at 2:12 PM.

Meeting minutes respectfully recorded by Kathleen Deneau, APSA Recording Secretary.