

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, February 11, 2020**

CALL TO ORDER

President Garza called the monthly Executive Board meeting to order at 12:00 PM at Brody Hall, Mangers Conference Room, 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, and Jaci Sayen.

APSA Members excused: Sam Fortino and Elizabeth Hood

Absent: none

Associate Member- Mike Gardner

Member's present- none

APSA Legal Counsel Present- none

APPROVAL OF AGENDA

Agenda of February 11, 2020

Motion made by Director Espinosa to approve the February 11, 2020 agenda as submitted; seconded by Director Potter agenda approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Vice President Minnis to approve APSA meeting minutes from January 14, 2020; seconded by Director Espinosa, motion passed without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

President Garza requested that each APSA committee chair schedule a meeting to review proposed recommendations with President Garza.

President Garza requested the board members review and provide feedback regarding the proposed rental agreement created by APSA legal counsel to present to possible lessor.

- Recommendations included adding 90 day opt out clause

President Garza requested feedback from board members about proposed contract with Kellogg Center for the APSA 35th anniversary celebration.

- Recommendation by Treasurer Deneau to meet with Kellogg Center staff regarding the details of the event including securing a large enough space to hold up to 200 people.

CLO (Coalition of Labor Organization)

- Recap on the meeting with the University and OIE to discuss Clery Act Resolution
 - The CLO believes that this should be a negotiated condition of employment. APSA legal counsel believes there will be opportunities to appeal this to the University in the future, based on the execution of the Resolution Agreement.
 - Treasurer Deneau recommended that APSA legal counsel research how other universities with active labor organizations are handling this policy.
 - President Garza noted that he is attempting to schedule a meeting with Dave Byelich to discuss status of university finances.

JHCC (Joint Health Care Committee)

- President Garza met with the University regarding dental coverage- created an action plan for research meetings and data review from current vendors.
 - MSU has offered the same delta health plan for the last 45 years

Other items:

- Operating Calendar-Approve of Legal Counsel contract renewal/Office Lease renewal/EBallot invoice due/approval of election committee
 - **Motion made by Vice President Ouderkirk to approve the new contractual agreement with APSA legal counsel; seconded by Corresponding Secretary Brown; motion passes without dissent.**
- The Eballot contract is up for renewal. Allows up to four elections annually.
 - **Motion made by Director Barton to approve Eballot contract; seconded by Director Espinosa, motion passed without dissent.**
- Election committee – Randy Brown and Aaron Minnis
 - **Motion made by Director Espinosa to approve the election committee for the upcoming APSA election in April; seconded by Corresponding Secretary Brown; motion passes without dissent.**

Vice President for Contract Administration – Aaron Minnis /Mike Ouderkirk - Electronically mailed and reviewed the labor report.

- President Garza answered several questions posed by board members present.

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

- MSU APSA Monthly transaction and account summary shared with all board members present;
- Proposed APSA Business Expense Reimbursement Request form shared with Board.

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown

- Corresponding Secretary Brown reviewed the timeline regarding preparations needed for the APSA semiannual membership meeting.

Report of the Membership Secretary- Karla Bauer (via zoom) - Electronically mailed and reviewed Membership Secretary's report

- 1301 on November Roster

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

Member's Privilege

- None

Unfinished Business:

- **Motion made by Director Espinosa to approve reimbursement of mileage/parking expenses for APSA President Garza totaling 96.70 for the timeline of December 20-February 7, 2020; seconded by Director Potter; motion passes without dissent.**

New Business:

- Business Committee – no report reviewed
- Member Outreach Committee Report- no report reviewed
- By Law Committee Report-no report reviewed
- Grievance Committee Report – no update

Standing Committee Reports

Member Outreach Committee Report – no report

By Law Committee Report – no report

Grievance Committee Report – no report

Business Committee: no report

PACDI: no report

Employee Assistance Program: No report

All-University Traffic Committee: Director Barton noted that mopeds will return to campus in April.

Other Committees: None

By Laws Committee: No report

ADJOURNMENT

MOTION by Director Espinosa to adjourn meeting; seconded by Director Hazzard, motion approved without dissent. Meeting adjourned at 1:48 PM.

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