

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION**

**Minutes of Meeting  
Tuesday, April 14, 2020**

**CALL TO ORDER**

President Garza called the monthly Executive Board meeting to order at 12:00 PM via Microsoft Teams. Those in attendance and constituting a quorum were:

Executive Board Members Present: – Sean Barton, Karla Bauer, Randy Brown, Kathleen Deneau, Ken Deneau, Natan Espinosa, Sam Fortino, Joe Garza, Heather Hazzard, Elizabeth Hood, Aaron Minnis, Mike Ouderkirk and Jaci Sayen.

APSA Members excused: Melissa Del Rio, and Sharon Potter.

Absent: none

Associate Member- Mike Gardner

Member's present- none

APSA Legal Counsel Present- Jeff Donahue

**APPROVAL OF AGENDA**

Agenda of March 10, 2020

**Motion made by Director Espinosa to approve the April 14, 2020 agenda as submitted; seconded by Director Hood agenda approved without dissent.**

**APPROVAL OF MEETING MINUTES**

**Motion made by Director Espinosa to approve APSA meeting minutes from March 10, 2020; seconded by Director Fortino, motion passed without dissent.**

**NEW BUSINESS:**

**Review of Proposed Letter of Agreement –**

President Garza and Legal counsel Jeff Donahue reviewed with the Board a proposed LOA, presented to all eight unions on Monday, April 13, 2020. The proposal was regarding possible reductions in work force and concessions on timelines/language based on our individual contract. Other information addressed in the LOA were health care, accruals, recall rights, and grievance processes during this time. It was recommended to the Board that a unilateral LOA for all the unions on campus could not be ratified, due to the nature of our individual Collective Bargaining Agreements. APSA will continue dialogue with the University.

**OFFICER AND COMMITTEE REPORTS**

President's Report

President Garza sent electronically

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

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

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown - Electronically mailed report.

Report of the Membership Secretary- Karla Bauer - Electronically mailed report.

**Motion by Director Espinosa to accept all officer reports; seconded by Corresponding Secretary Brown motion approved without dissent.**

Member’s Privilege

- None

Unfinished Business:

**Electronic motion made on April 21, 2020 by Director Espinosa to postpone the 35th Celebration scheduled for October Semi-annual meeting scheduled at the Kellogg Center; seconded by Director Elizabeth Hood; motion passes without dissent.**

APSA board meeting on Wednesday, April 29, 2020:

**Article IV Members, Dues, and Meetings: Under Section 4.2 Classes (this would be added to define Association Members)**

**Motion made by President Garza to allow any individual laid off or furloughed on or after May 1, 2020, who was a regular member in good standing prior to the layoff or furlough, will be considered a regular member in good standing while on the furlough or layoff subject to all the rights and benefits of these Bylaws, with the exception of the requirement that these members pay dues. These individuals are not excluded from qualifying as regular members in good standing because they do not pay dues while on furlough or layoff. This paragraph expires on December 31, 2020; seconded by Director Espinosa; motion passes without dissent.**

**President Garza makes motion to present for ratification the LOA between the University and APSA regarding the COVID 19 pandemic health and economic conditions that constitute unforeseen circumstances requiring an emergency response; seconded by Director Espinosa; motion passes without dissent.**

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: No report

Other Committees: No report

By Laws Committee: No report

#### **ADJOURNMENT**

**MOTION by Director Espinosa to adjourn meeting; seconded by Director Hazzard, motion approved without dissent. Meeting adjourned at 12:56 PM.**

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