

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, July 9, 2019**

CALL TO ORDER

President Garza called the monthly Executive Board meeting to order at 12:00 PM 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: – Karla Bauer, Randy Brown, Melissa Del Rio, Kathleen Deneau, Ken Deneau, Natan Espinosa, Sam Fortino, Joe Garza, Heather Hazzard, Elizabeth Hood, Aaron Minnis, Mike Ouderkirk, Sharon Potter, and Jaci Sayen.

APSA Members excused: Sean Barton

Absent: none

Associate Member- Mike Gardner

Member's present- none

APPROVAL OF AGENDA

Agenda of July 9, 2019

Motion made by Director Espinosa to approve the July 9, 2019 agenda as submitted seconded by Vice President Ouderkirk agenda approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Director Espinosa to approve APSA meeting minutes from June 11, 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)

- Reviewed document from Rick Fanning regarding negotiations.
- President Garza updated board on recent union stakeholder meeting with IPF

JHCC (Joint Health Care Committee)

- President Garza noted that he is still waiting to receive final dashboard numbers for health care.
- No update on the RFP
- President Garza noted that he will be continuing to review the list of cost control measures and savings related to health care;
- CVS – a letter of agreement-waiting on final language from the University
- Teledoc update –will work with University to determine the co-pay amount for 2020.
- President Garza noted that we are requesting an annual review of university health care vendors;

Other items:

- Operating Calendar- Filing Non- Profit Renewal State of Michigan/Quarterly Management Meeting Scheduled/Board approves Insurance Renewal
- New Member Orientation- July 11, 2019 at 4:45pm at APSA office.
- MERC decision and transition of Neighborhood Directors. Recap by Vice President Garza including noting that five individuals will begin APSA representation beginning September 1, 2019;
- APSA credit card limit raised from \$15,000-\$25,000 – shared a copy of the application.

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

- No questions asked by board members present;

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

- No questions asked by board members present;

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown

- No report

Report of the Membership Secretary- Karla Bauer

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

- 1278 on June Roster

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

Member’s Privilege

- None

Unfinished Business:

- Audit quotes – reviewed under Business committee report

New Business:

- Business Committee Report:
 - APSA audit recommendations reviewed with membership.
 - **Motion made by Director Espinosa to retain our current audit firm for this year’s audit and to request a set cost for signing a three-**

year contract; seconded by Director Fortino; motion passes unanimously.

- Reviewed options related to current budget fund balance and future spending. Treasurer Deneau reviewed the proposed options discussed by the Business Committee. Three options include:
 - APSA can save more money
 - APSA can spend more money
 - APSA could suspend some portion of member's monthly dues (example: \$1.00 reduction.) This item will be added to the November board meeting agenda under unfinished business. Discussion was made regarding pending legal cost due to bargaining. President Garza recommended to Executive Board that we should complete the process and reevaluate monthly dues reduction.
 - **Motion made by President Garza to maintain APSA monthly dues for fiscal year 2019/2020 with the agreement to continue to review monthly expenditures and account balances each month. Board will revisit this option at our November board meeting; seconded by Director Espinosa, motion passes unanimously.**
- Member Outreach Committee Report- No report (will review in August board meeting)
- By Law Committee Report – No report (will review in August board meeting)
- Grievance Committee Report – No report (will review in August board meeting)

Standing Committee Reports

Member Outreach Committee Report – no report

By Law Committee Report – no report

Grievance Committee Report – no report

Business Committee: updated outlined above;

PACDI: None

Employee Assistance Program: None

All-University Traffic Committee: None

Other Committees: None

By Laws Committee: None

ADJOURNMENT

MOTION by Director Espinosa to adjourn meeting; seconded by Director Potter, motion approved without dissent. Meeting adjourned at 1:30 PM.

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