

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, December 10, 2019**

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: – Karla Bauer, Randy Brown, Melissa Del Rio, Kathleen Deneau, Ken Deneau, Natan Espinosa, Sam Fortino, Joe Garza, Heather Hazzard, Mike Ouderkirk, Sharon Potter, and Jaci Sayen.

APSA Members excused: Sean Barton, Elizabeth Hood, Aaron Minnis.

Absent: none

Associate Member- Mike Gardner (absent)

Member's present- none

APPROVAL OF AGENDA

Agenda of December 10, 2019

Motion made by Director Espinosa to approve the December 10, 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 November 12, 2019; seconded by Director Hazzard, motion passed without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

CLO (Coalition of Labor Organization)

- Meeting with President Stanley scheduled tonight; December 10, 2019.
 - Intend to discuss OIE length of time to complete investigations.
- APSA office is temporarily located in the CT building 2990 E Lake Lansing Rd, East Lansing, MI 48823
- President Garza noted that he is still trying to schedule a meeting with Employee Relations regarding the Clerey Act

JHCC (Joint Health Care Committee)

- Recap Summary of Vendor Summit
 - All materials were shared electronically with APSA board members prior to the meeting;
 - Discussions included - Coordination of data and patient information that can benefit patients;

Other items:

- Operating Calendar- audit is still not complete; 1099 review your mailing information and confirm it is correct;
- New Member Orientation- meetings will be held one on one for new members.

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

- President Garza reviewed G3 and answered questions related to case.

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

- Reviewed previous months expenses and balances related to APSA accounts.

Recording Secretary – Kathleen Deneau

- Recording Secretary has secured MSUFCU community room for April 21, 2020 for the APSA biannual membership meeting.

Report of the Corresponding Secretary – Randy Brown

- Corresponding Secretary updated board on the recent updates and tasks he has performed on behalf of APSA and President Garza.

Report of the Membership Secretary- Karla Bauer- Electronically mailed and reviewed Membership Secretary’s report

- 1294 on November Roster
- Up 63 members from one year ago

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

Member’s Privilege

- None

Unfinished Business:

- Member Outreach Committee Report- Discuss 35th Year Anniversary for APSA for 2020.
 - October date possibly instead of April
 - Swag suggestions
 - Magnets
 - Socks
 - Director Sayen is reaching out to Kellogg for April and October dates for pricing and availability
- Move out update- total cost close to \$3,000.
- Logo Contest
 - 5 entries received
 - Contest ends 12/20

New Business:

- Business Committee – no report
- By Law Committee Report- no report
- Grievance Committee Report- no report

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: None

By Laws Committee: No report

ADJOURNMENT

MOTION by Director Sayen to adjourn meeting; seconded by Director Fortino, motion approved without dissent. Meeting adjourned at 12:55 PM.

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