

MINUTES
of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS ASSOCIATION
Semi-Annual Membership Meeting
April 28, 2016

Call to Order:

- Meeting called to order by President Garza at 5:21 pm at the MSUFCU Community room Farm Lane Branch.
- The following Officers and Directors were present – Executive Board Members Present: Karla Bauer, Randy Brown, Dan Chegwiddden, Kathleen Deneau, Ken Deneau, Joe Garza, Michelle Keller, Paul Kuchek, Bill Matt, Bob Nowicki, Mike Ouderkirk, Michelle Pell, and Lisa Roy.
- Excused: Jackie Sayen,
- Counsel- Jayne Flanigan

Review/Approve Minutes:

Minutes

- October 2015 Semi-Annual minutes were approved as submitted.
- Motion: Motion made Brandon Baswell to accept the minutes as submitted, and seconded by Bob Nowicki

Bylaw changes requested: see attached.

President Garza asked members present if they had any questions regarding the Bylaws changes requested. President Garza requested all members present complete and submit their ballot for suggested changes for the Bylaws.

Election committee member Chandos McCoy ran official election:

Elections:

- The following Executive Board Members were elected by acclamation;
 - Kathleen Deneau, **Recording Secretary** - Motion made by Rocky Beckett, Seconded by Bill Matt. Motion carried. Term of office: Oct. 1, 2016 – Sept. 30, 2018
 - Karla Bauer, **Membership Secretary** – Motion made by Brandon Baswell, Seconded by Bob Nowicki. Motion carried. Term of office: Oct. 1, 2016 – Sept. 30, 2018
 - Ken Deneau, **Treasurer** – Motion made by Rocky Becket, Seconded by Bob Nowicki. Motion carried. Term of office: Oct. 1, 2016 – Sept. 30, 2020
 - Debra Russel, Mary Clark, Constance James, Katherine T. Ball, Matt Winowiecki, Jason Strotheide, Kevin Bragg, Brian Kremkow, Aaron L. Minnis 4 **Director Positions** – electronic elections will be open for one week beginning May 4, 2016. Term of office: Oct. 1, 2016 – Sept. 30, 2018

The following members running for the open director positions addressed members present:

- Debra Russel
- Mary Clark
- Constance James
- Brian Kremkow
- Aaron L. Minnis
- Katherine T. Ball
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The following members were not present for the meeting however had a representative speak on their behalf.

- Matt Winowiecki, - absent -sent email message to President Garza because he could not make the meeting due to a conflict. Message was read by President Garza.
- Jason Strotheide, -absent
- Kevin Bragg, - absent -VP Ouderkirk spoke about his interest and qualifications related to serving on the board.

Report of Officers:

President (Joe Garza)

- President Garza noted we finalized a new contract with the university.
- President Garza noted that APSA has represented numerous members over the last several months.
- President Garza noted Transition through the right to work law.
- President Garza noted Orientation of new executive board members
- Conducting a board retreat
- Hosting the monthly new membership meeting
- Upcoming agenda items for this year:
- Retreat in June
- JHCC will begin discussion MOU- current contract ends December 31, 2017
- New member orientation
- Departmental outreach program.

VP for Contract Negotiations (Dan Chegwiddden; President Garza presented the report)

- Ratified New CBA for the term of October 1, 2015 – September 20, 2019
- Increase in educational assistance benefits for employees enrolled in graduate MSU classes to 75% reimbursement and graduate non-MSU classes to 60% reimbursement
- Addition of a new, higher step in the sergeants pay scale
- Salary increases to maintain 75% merit/25% across the board split for the entire amount, except when the increase is 1% or less, then the entire amount is across the board
- Counseling memoranda to be removed from personnel records no later than 18 months from issue date if performance is satisfactory
- Family sick time increased to 80 hours per calendar year from 64

VP for Contract Administration (Mike Ouderkirk; President Garza presented the report)

Contact information:

- www.msuapsa.org/directory/
- **President**
- Joe Garza
517-290-2624
garza@msuapsa.org
- **Vice President of Contract Negotiations**
- Mike Ouderkirk
(517) 749-6572
ouderkirk@msuapsa.org

What to Look for:

- Changes to the new PDP Process.
 - Meets Expectations changed to Successful
 - Exceeds Expectations changed to Exceptional
- New Contracts are printed and on hand or on the web @ <https://www.hr.msu.edu/documents/contracts/APSA2015-2019.pdf> .
- New policy is to report sexual assault to the OIE office.
- Know Your Contract and Your Rights

Treasurer (Ken Deneau)

- Reviewed financial report with members present.

Membership Secretary (Karla Bauer; report given by President Garza)

- Noted there are 1177 members on roster as of March 2016;

Members Privilege:

- None

Motion to accept all the reports Lisa Roy; and seconded by Bob Nowicki;

Standing Committee Reports:

- Bylaws – no report
- Grievance –no report
- Finance – no report
- Negotiation – no report

All-University Traffic Committee and other committees

- No report

Unfinished Business:

- None

New Business:

President Garza announced that the Bylaws changes requested passed by the members.

Announcements:

The next Board meeting is scheduled for 12noon on Tuesday, May 10, 2016 at APSA office.

Adjournment:

Motion made by VP Ourderkirk to adjourn the meeting and was seconded by director Nowicki.
Motion carried and the meeting was adjourned at 6:07 pm.