

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, July 11, 2017**

CALL TO ORDER

President Garza called the monthly Executive Board meeting to order at 12 noon 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: Katherine Ball, Karla Bauer, Randy Brown, Ken Deneau, Kathleen Deneau, Joe Garza, Paul Kuchek, Aaron Minnis, Mike Ouderkirk, Sharon Potter, Jaci Sayen and Matt Winowiecki.

APSA Members excused – Natan Espinosa and Connie James,

Associate Member-Mike Gardner

APSA Legal counsel – Jayne Flanigan

Members present – Bill Morgan

APPROVAL OF AGENDA

Agenda of July 11, 2017

Vice President Minnis moved that the agenda for July 11, 2017 be approved but that new business would be addressed at the beginning of the meeting. The motion was seconded by Director Winowiecki and was approved without dissent.

APPROVAL OF MEETING MINUTES

Director Ball moved that the minutes of the meeting of June 13 2017, be approved as submitted; motion was seconded by Director Kuchek and was approved without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

Presented details of the tentative agreement with the university.

Motion made by Vice President Ouderkirk to move that the Executive Board approve the tentative agreement reached by the CLO on June 29, 2017, concerning the health care/wage agreement and proceed to ratification as set forth in the Bylaws of APSA; seconded by Director Ball and was approved without dissent.

Ratification process timeline:

July 11, 2017 – board discussion and vote to approve TA and proceed with process to ratify

July 12, 2017 notification to membership on meetings and voting

On Wednesday, July 19, 2017- from 5:30pm-7pm at the APSA Conference Room

On Friday, July 21, 2017- from 11:30am-1:30pm at the APSA Conference Room

July 17 through July 22- town hall meetings both APSA/CLO

July 21-27- Electronic voting for membership

There will also be several CLO informational meetings for all union members:

- Tuesday, July 18th, 2017- from 11am-2pm at the International Center Conference Room C located in the Food Court.
- Thursday, July 20, 2017-from 11:30am-1:30pm at the Physical Plant, East Conference Room, Room 12

CLO (Coalition of Labor Organization)

- Mobility planning survey
- Update on East Lansing city tax
- ARO special conference June 26, 2017 update

JHCC (Joint Health Care Committee)

- Update on status of Negotiations
- Health care dashboard
- Wellness strategy project
- Best Doctor's announcement

Other items:

- Operating calendar - due date items were discussed
- Audit information needed
- New member meeting (none in July)
- New interim director of OER- Amy Holda until September 1, 2017

MOTION BY Vice President Minnis to accept the President's report; motion seconded by Director Ball, motion approved without dissent.

Vice President for Contract Administration – Mike Ouderkirk

Mike Ouderkirk Grievance Report was sent electronically to all board members. **Motion by Director Ball to accept the Grievance report dated July 11, 2017 to be approved as distributed, seconded by Director Sayen, motion was approved without dissent.**

Treasurer's Report – Ken Deneau

Treasurer Ken Deneau reviewed financial statements for June 2017. **Motion made by Vice President Ouderkirk to approve the Treasurer's report for June 2017; seconded by Vice President Minnis, motion passes without dissent.**

Recording Secretary – Kathleen Deneau

No report

Report of the Corresponding Secretary – Randy Brown

- Updates photos on the website
- Will be cross training Director Sayen as his back up.

Report of the Membership Secretary- Karla Bauer

Membership Secretary Bauer updated the board on current statistics related to APSA membership.

- 1224 members on roster
- Report will be sent electronically to all board members

Member's Privilege

None

Standing Committee Reports

Bylaws Committee: no report

Business Committee: no report

Grievance Committee: no report

PACDI: no report

Member outreach: no report

Employee Assistance Program: no report

All-University Traffic Committee – no report

Other Committees: no report

UNFINISHED BUSINESS

- Quarterly meeting update-tabled until next month's meeting
- Motion to approve the committee chairs; seconded by Randy Brown
- Recap of Retreat/Action Plan- tabled until next month's meeting
- Operation Calendars were handed out to each Committee Chair to review and schedule out their respective committee's meeting. Changes are to be forwarded to President.

NEW BUSINESS

- Review new TA for Health Care and Ratification Process

ADJOURNMENT

MOTION by Director Potter to adjourn meeting; seconded by Director Ball, motion approved without dissent. Meeting adjourned at 1:29 p.m.

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