

MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS ASSOCIATION

Minutes of Meeting

Tuesday, February 9, 2016

CALL TO ORDER

President Garza called the regular 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:

Members Present: Karla Bauer, Dan Chegwidden, Kathleen Deneau, Ken Deneau, Randy Fotiu, Joe Garza, Greg Harris, Michelle Keller, Paul Kuchek, Bob Nowicki, Bill Matt, Mike Ouderkirk.

Associate Member – Mike Gardner

Absent: Randy Brown, Michelle Pell Jackie Sayen and Lisa Roy.

APSA Legal counsel – Jayne Flanigan

APPROVAL OF AGENDA

Agenda of February 9, 2016

President Garza moved that the agenda for February 9, 2016, be approved as distributed. The motion was seconded by Vice President of Contract Negotiations Chegwidden and was approved without dissent.

APPROVAL OF MEETING MINUTES

Minutes of January 12, 2016

President Garza moved that the minutes of the meeting of January 12, 2016 be approved as distributed. The motion was seconded by Vice President of Contract Negotiations Chegwidden and was approved without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

Joe Garza presented his report with discussion concerning **CLO** updates- including the status of the new performance excellence policy which was recently reviewed and changes to the process will officially go into effect July 1, 2016; **JHCC** – reviewed and distributed the wellbeing strategic plan; APSA counsel Flanigan updated board members of the health care arbitration including the lawsuit and grievance; **Other:** Reminded board officers to coordinate any personal absences with their corresponding officer backups; reviewed APSA operations calendar.

MOTION BY Kathleen Deneau to accept the president's report; the motion was seconded by Dan Chegwidden, motion was approved without dissent.

ACTION ITEM: None

Vice President for Contract Negotiations- Dan Chegwidden

Vice President Chegwidden inquired of APSA counsel as to the status of the APSA contract including the printing of physical documents. APSA counsel noted that the contract should be ready for print soon. VP Chegwidden also noted he received several comments from members expressing their appreciation of the recent contract.

Vice President for Contract Administration – Greg Harris

Greg Harris reviewed his report and noted that there weren't many new issues since last month. Vice President Harris also announced he has accepted a new position at the university and will consequently step down as APSA Vice President of contract administration effective February 22, 2016. President Garza suggested that the board appoint Mike Ouderkirk as interim Vice President for contract administration for the term of service remaining. **Motion made by recording secretary Deneau, to appoint Mike Ouderkirk as interim Vice President of Contract Administration, seconded by Vice President Chegwidden, motion was approved without dissent.**

Treasurer's Report –Ken Deneau

Ken Deneau presented the monthly treasurer's report including a review of expenses.

MOTION BY Dan Chegwidden to accept the treasurer's report; the motion was seconded by Mike Ouderkirk motion was approved without dissent.

Recording Secretary – Kathleen Deneau

No report

Report of the Corresponding Secretary – Randy Brown – Absent

Report given by Bill Matt including reviewing the survey recently sent to the APSA board members related to the APSA website. Survey will now be sent to all employees affiliated with the association.

Report of the Membership Secretary- Karla Bauer

Membership Secretary Bauer noted that the membership report was submitted electronically to all board members. Bauer noted that two members attended last month's new member meeting. One member has RSVP'd for tonight's meeting.

Member's Privilege

None present.

Standing Committee Reports

Bylaws Committee: Karla Bauer, Chair; Kathleen Deneau, and Bill Matt.

Finance Committee: Ken Deneau, Chair; Michelle Keller, Bob Nowicki, and Lisa Roy.

Grievance Committee: Greg Harris, Chair; Joe Garza, and Mike Ouderkirk.

Standing Committee Reports continued:

Negotiations Committee: Dan Chegwidden, Chair; Paul Kuchek, Michelle Pell, Mike Ouderkirk.

Fair Labor Standards Act

Bargaining Unit Committee

Employee Assistance Program – next meeting on February 23, 2016.

All-University Traffic Committee - Director Nowicki noted he is a member of a subcommittee reviewing mopeds;

Elections and Appointment Committees

Other Committees

UNFINISHED BUSINESS

ACTION ITEM: President Garza requested that Bylaws committee schedule a meeting to review all recommended bylaws changes including review the alternative grievance officer position. Recording secretary Deneau will schedule the meeting. President Garza also requested to be notified if any committee has requested bylaws changes be made so that it can be reviewed at the upcoming meeting.

NEW BUSINESS

Director Matt offered to take board meeting minutes on behalf of recording secretary Deneau at the March 2016 board meeting; President Garza noted that we will move the upcoming APSA semiannual meeting scheduled on April 28, 2016 at the MSUFCU community room on Farm Lane to 5:15-6:30 pm. President Garza requested that all board members up for reelection contact him so that he knows whether or not they will be running again for another term in office.

Upcoming Election positions include: Treasurer; Membership secretary, recording secretary, and four director positions including Michelle Keller; Michelle Pell; Bob Nowicki; and Mike Ouderkirk.

ADJOURNMENT

MOTION by Dan Chegwidden to adjourn. Motion seconded by Greg Harris and was approved with no dissent. Meeting adjourned at 1:21 p.m.

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