

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday March 12, 2013**

Call to Order:

Meeting called to order by APSA Vice President Mayers, at noon APSA office.

The following Officers and Directors were present –

Randy Brown, Dan Chegwidden, Kathleen Deneau, Ken Dirkin , Randy Fotiu, Michael Gardner, Joe Garza, Jim Hensley, Charles Jackson, Paul Kuchek, Diane Mayers, Eric Mulvany, Bob Nowicki, and John Phillipich.

Officers and Directors excused from meeting:

Associate member present: one

Counsel present: Jayne Flanigan

APSA member: one

Review Minutes:

- February minutes approved as amended.

Report of Officers:

President (Jim Hensley-absent)

- Counsel Flanigan reviewed the process and timeline related to discussions with the university regarding current APSA contract and MOU.
- V.P. Mayers requested a show of hands of who on the board is up for reelection;
- V.P. Chegwidden and director Gardner will recruit more help for the upcoming APSA elections in April;
- VP Mayers requested that everyone begin using the APSA email for all official APSA correspondences;
- Dan Chegwidden will manage the flower fund; each board member should donate \$20.00 for this effort;

VP for Contract Negotiations: (Dan Chegwidden)

- No report

VP for Contract Administration (Diane Mayers)

- Counsel Flanigan noted that APSA has an arbitration with the university regarding sick leave attached to evaluations and kept within employee file at human resources;
- A copy of the March 2013 APSA grievance report was distributed and reviewed with all board members present; grievance, special conferences and several contacts reviewed.
 - Grievance meeting scheduled for April – exact date yet to be scheduled;
 - Next quarterly meeting with employee relations will be in April – exact date yet to be scheduled;

Treasurer (Eric Mulvany)

- Treasurer Mulvany distributed (via email) a copy of APSA financial report for date ending February 28, 2013;
- Treasurer Mulvany noted recent association expenses
 - \$214.80 APSA website hosting renewal fee
 - \$417.34 Verizon Wireless bill reflects new equipment purchased
 - Net income for month of \$5,069.38 (good month for revenue vs. expenses)
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (Ken Dirkin)

- No report

Membership Secretary (Charles Jackson)

- Report sent electronically to all board members
- 1101 members on roster

Members Privilege:

- Associate member Siebert gave board an overview of information received at a recent retiree meeting she attended last week in which Renee Rivard presented on various changes associated with health care;

Standing Committee Reports:

- Bylaws – no report
- Grievance – meeting scheduled for April
- Finance – no report
- Fair Labor Standards Act – no report
- Bargaining Unit Committee –no report

Employee Assistance Program

- No Report

All-University Traffic Committee and other committees:

- Director Nowicki updated board on recent developments associated with AUTC including road closures;

Unfinished Business:

- None

New Business:

- None

Announcements:

- The next board meeting is scheduled for noon on Tuesday April 9, 2013 at the APSA office.
- APSA semi-annual meeting on Thursday April 18th 2013 11:30 am at Breslin Center.

Adjournment:

- Motion made by Vice President Chegwidden to adjourn the meeting and was seconded by director Garza. Motion carried and the meeting was adjourned at 1:18 p.m.