

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday November 11, 2014**

Call to Order:

Meeting called to order by APSA President Phillipich at noon at APSA office.

The following Officers and Directors were present –

Karla Bauer, Randy Brown, Dan Chegwiddden, Kathleen Deneau, Ken Deneau, Ken Dirkin, Randy Fotiu, Michael Gardner, Joe Garza, Greg Harris, Michelle Keller, Paul Kuchek, Bob Nowicki, and John Phillipich.

APSA board members excused from meeting: Michelle Pell.

Counsel present: one

Associate Member: one

Review Minutes:

- October 2014 minutes approved as submitted.

Report of Officers:

President (John Phillipich)

- President Phillipich updated board on recent activities related to grievances or complaints filed against the university. It has been relatively slow.
- President Phillipich updated board members on autism coverage for employees with children diagnosed as having autism. Currently healthcare coverage only covers up to age eight. We are looking to make sure that this is lawful based on State laws.
- President Phillipich noted he continues to hear from members that have not completed their benefits coverage selections.
- President Phillipich noted that CLO has not recently met, so there is no update.
- APSA legal counsel updated board on the recent lawsuit appeal filed regarding health care savings payout. It is their understanding that the university will pay interest on all revenue being held back.

- Motion made by President Phillipich to extend lease agreement with Eyde Company until April 30, 2019; seconded by director Gardner, motion passes unanimously.

VP for Contract Negotiations: (Dan Chegwidden)

- APSA legal counsel Flanigan recommended that the first meeting for the newly formed contract negotiations team will be immediately following the board meeting in January.

VP for Contract Administration (Joe Garza)

- A copy of the November 11, 2014 APSA grievance report was distributed electronically and reviewed with all board members present; all new grievances, special conferences and several contacts reviewed.

Treasurer (Ken Deneau)

- Treasurer Deneau distributed and reviewed copies of APSA financial reports for date ending October 31, 2014;
- Treasurer Deneau updated board members on recent expenses with the association. Expenses include, purchase of a new printer and business cards for some members of the board.
- Treasurer Deneau updated board on financial health of the board.
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

Recording Secretary requested that fellow board members agree to move the December board meeting to December 2, 2014 instead of December 9, 2014. All present agreed, so meeting is officially moved.

Corresponding Secretary (Ken Dirkin)

- Corresponding Secretary Dirkin updated board on expenses related to moving the APSA email platform from squirrel mail to another platform. Because we are not a nonprofit 501 c3, we will have to pay a higher expense per operator. We will re-discuss again in December.
- Motion made by recording secretary Deneau to move to Microsoft office suite, seconded by Vice President of contract administration, Garza, three members opposed, motion passes.

- Corresponding Secretary Dirkin also noted that our VoteNet contract is up for renewal. We will revisit in December whether or not we should expend out contract with them.

Membership Secretary (Randy Brown)

- Membership secretary Brown updated board on status of collecting dues from board members.
- New member luncheon is next Monday November 17, 2014 from noon -1:30 pm at Brody Hall.
- 1149 members on the roster.

Members Privilege:

- Vice President Chegwidden suggested that we get something for former Vice President Hensley, and former Vice President of contract Administration Diane Mayers. Give your donation to President Phillipich and he will arrange securing gift cards on behalf of the board.

Standing Committee Reports:

- Bylaws – no report
- Grievance – no report
- Finance – no report
- Negotiations – no report
- Fair Labor Standards Act – no report
- Bargaining Unit Committee –no report

Employee Assistance Program

- Director Harris noted that there is a new university physician, Dr. David Weismantel at MSU.
- MSU will become a smokeless university.

All-University Traffic Committee and other committees:

- Director Nowicki noted that he is heading up a committee to review parking costs in the future.

Unfinished Business:

- President Phillipich noted that we are in need of more members to serve on various APSA committees. Let him know if you are interested in serving on a committee.

New Business:

- None

Announcements:

- The next meeting scheduled for noon on Tuesday December 2, 2014 at the APSA office.

Adjournment:

- Motion made by director Gardner to adjourn the meeting; seconded by recording secretary Deneau. Motion carried and the meeting was adjourned at 1:17 p.m.