

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday March 10, 2015**

Call to Order:

Meeting called to order by APSA President-Elect Garza at noon at APSA office.

The following Officers and Directors were present –

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

APSA board members excused from meeting: None

APSA guest: one

Counsel present: one

Review Minutes:

- February 2015 minutes approved as submitted.

Report of Officers:

President (John Phillipich)

- President- elect Garza noted that he is co-chairing today's board meeting.
- President -elect Garza – updated board on recent JHCC meetings which took place in March. Committee reviewed MSU wellness initiatives on campus and how it will be rolled out to employees.
 - Discussion included consequences associated with the non-smoking policy on campus and how issues will be handled.
- President-elect Garza also noted that the university will move to a "pay card" in August 2015 replacing physical checks currently being issued by MSU.
- President-elect Garza updated board on a presentation given regarding surveying employees about their current health care practices.
- President-elect Garza updated board on a recent CLO meeting and a discussion that took place regarding snow day pay and "essential employees."
- President-elect Garza noted that the grievance arbitration has been officially filed regarding health care payout.

- President-elect Garza noted that he is looking for election committee members for the April membership meeting. If you have someone that you think could help please notify President-elect Garza.

VP for Contract Negotiations: (Dan Chegwidden)

- VP Of contract negotiations Chegwidden noted that the contract committee will meet immediately following today's board meeting to review the plan for the upcoming contract negotiations.

VP for Contract Administration (Joe Garza)

- A copy of the March 10, 2015 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 reviewed the APSA financial reports for date ending February 28, 2015;
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (Randy Brown)

- Corresponding secretary Brown noted that he has been training Ms. Bauer to replace himself as membership secretary.
- Corresponding secretary Brown also noted that he tried to reach former corresponding secretary Dirkin regarding VoteNet but has yet to hear back from him.
- Corresponding secretary Brown mentioned noted that he is working to allow all APSA board members the ability to reset their own password within Office 365.

Membership Secretary (Karla Bauer)

- Corresponding secretary Bauer reviewed the current APSA membership report.
- 1168 members on the APSA roster

Members Privilege:

- Mike Gardner noted that he recently read an article which states that the Right To Work legislation will not require that unions to represent nonpaying union members.

- APSA legal counsel noted that this would be an important amendment to the legislation that would strengthen the union.

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

- No report

All-University Traffic Committee and other committees:

- Director Nowicki updated board on recent items that was discussed at the last committee meeting including discussion on MSU's current policy of offering "free parking" for all retirees.

Unfinished Business:

- Motion made by President Phillipich that Ken Dirkin be remunerated for December 2014 and January 2015 for services provided to the board; seconded by President-elect Garza; motion passes unanimously.
- President Phillipich also made a motion to modify the appointment of Mike Ouderkirk to replace Karla Bauer instead of replacing Mike Gardner as APSA director for the remainder of her term, seconded by President-elect Garza, motion passes unanimously.

New Business:

- President Phillipich and APSA legal counsel updated board on questions related to APSA legal contract renewal. All questions were addressed and resolved by APSA counsel.
- Motion made by President-elect Garza to approve the new contact for APSA legal counsel Hankins and Flanigan for the next three years; seconded by director Harris, motion passes unanimously.
- President-elect Garza mentioned that he would like to schedule a retreat for June 2015; specifically he would like all board members to hold the following dates and times. June 9th and 16th 2015 from 11:30-2:30 pm.

- President-elect Garza noted that there is an opening for VP of contract administration for APSA and that director and alternative grievance officer Harris has expressed interest in the position. Consequently a motion was made by President-elect Garza to appoint Greg Harris as VP of contract Administration for the remainder of the term effective April 1, 2015, seconded by treasurer Deneau; motion passes unanimously.
- President-elect Garza also mentioned that we will now have an opening for an alternate grievance officer on the board and that director Pell has expressed interest in the position. Consequently, director Harris made a motion to appoint Michelle Pell as alternative grievance officer for APSA effective April 1, 2015, seconded by treasurer Deneau; motion passes unanimously.
- Corresponding secretary Brown announced that he performed two separate position duties for APSA in February 2015 (corresponding secretary and membership secretary duties) and is requesting remuneration for this work. Discussion took place and the decision was made to place this item on our next board meeting in April.
- President-elect Garza also requested that technology needs for Michelle Pell and Greg Harris be added to the agenda for the April board meeting.

Announcements:

- The next meeting scheduled for noon on Tuesday April 14, 2015 at the APSA office.
- Semi-annual membership meeting Tuesday April 28, 2015 at Breslin Center.

Adjournment:

- Motion made by President Phillipich to adjourn the meeting; seconded by director Nowicki. Motion carried and the meeting was adjourned at 1:39 p.m.