

**MINUTES of the  
ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION  
Executive Board Meeting, Tuesday June 11, 2013**

Call to Order:

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

The following Officers and Directors were present –

Randy Brown, Kathleen Deneau, Ken Dirkin, Randy Fotiu, Joe Garza, Greg Harris, Charles Jackson, Paul Kuchek, Diane Mayers, Eric Mulvany, Bob Nowicki, and John Phillipich.

APSA board members excused from meeting: Dan Chegwiddden, Michael Gardner, Jim Hensley, and John Phillipich;

Counsel present: Jayne Flanigan

APSA member: none

Associate member – one

Review Minutes:

- May minutes approved as submitted.

**Report of Officers:**

President (Jim Hensley-absent; report given by APSA counsel Flanigan)

- Counsel Flanigan noted that MSU is beginning a practice of criminal background check of employees that assume new responsibilities' that include handling money; APSA counsel is requesting to bargain on this issue;
- Counsel Flanigan updated the board of recent happenings related to the Joint Health care coalition and on discussions with the university including the change in plan year from July 1, 2013 to December 31, 2013 and then new health care agreement will begin January 1, 2014 through December 31, 2014. Current health plan details will remain in effect until December 31, 2014;

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- Vice President Mayers reminded board members to please update the roster with your supervisor contact information;

VP for Contract Negotiations: (Dan Chegwidden-absent)

- No report

VP for Contract Administration (Diane Mayers)

- A copy of the June 2013 APSA grievance report was distributed electronically and reviewed with all board members present; grievance, special conferences and several contacts reviewed.
  - Grievance meeting scheduled for July 9, 2013 @ 1:30 pm;
  - Next quarterly meeting with employee relations scheduled on July 24, 2013 at 2:30 pm;

Treasurer (Eric Mulvany)

- Treasurer Mulvany distributed (via email) a copy of APSA financial report for date ending May 31, 2013;
- Treasurer Mulvany noted recent association expenses
  - \$2,000 deposit from MSUFCU to agency account (not an expense but a reallocation of funds)
  - Net income for the month was \$6314.40 (good month for income however next month will be offset due to board pay;)
  - Will meet with finance committee once he has done some analysis related to potential impact of right to work on the association;
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (Ken Dirkin)

- If you have APSA email related issues call Secretary Dirkin;

Membership Secretary (Charles Jackson)

- Report sent electronically to all board members;
- 1099 members on roster

Members Privilege:

- None

Standing Committee Reports:

- Bylaws – no report
- Grievance – meeting scheduled for July 9, 2013
- 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:

- No report

Unfinished Business:

- Secretary Dirkin requested APSA counsel review the university policy related to "conflict of interest" which requires employees have a signed document by their supervisor saying the employee is aware of the policy related to conflict of interest;

New Business:

- None

Announcements:

- The next board meeting is scheduled for noon on Tuesday July 9, 2013 at the APSA office.

Adjournment:

- Motion made by Director Garza to adjourn the meeting and was seconded by Counsel Flanigan. Motion carried and the meeting was adjourned at 12:54 p.m.