

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, March 14, 2017**

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:

Executive Board Members Present: Katherine Ball, Karla Bauer, Randy Brown, Ken Deneau, Kathleen Deneau, Joe Garza, Connie James, Aaron Minnis, Mike Ouderkirk,, Deb Russell, Jaci Sayen and Matt Winowiecki.

APSA – Dan Chegwidden, Paul Kuchek (excused)

Associate Member-Mike Gardner – (excused)

APSA Legal counsel – Jayne Flanigan - (excused)

Member – none

APPROVAL OF AGENDA

Agenda of March 14, 2017

Director Ball moved that the agenda for March 14, 2017, be approved as distributed. The motion was seconded by Vice President Ouderkirk and was approved without dissent.

APPROVAL OF MEETING MINUTES

Director Ball moved that the minutes of the meeting of February 14, 2017, be approved as submitted; motion was seconded by Director Russell and was approved without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

CLO (Coalition of Labor Organization)

- Have been utilizing scheduled times for Health Care Strategy Sessions
- ARO overview set up with the University- March 29,2017

JHCC (Joint Health Care Committee)

- Negotiations Update
- Worklife Office information is shared on APSA website
- Wellness Strategy Team-update on HRA

Other items:

- Operating Calendar-Board Stipends paid/Election process begins
- New Membership meeting - March 16, 2017 -4:30pm
- Labor Quarterly Meeting scheduled Monday, March 27, 2017
- Relationship Violence Sexual Misconduct Training

MOTION BY Director Ball to accept the President's report; motion seconded by Director Minnis, motion approved without dissent.

Vice President for Contract Negotiations- Dan Chegwiddden (absent)

No report.

Vice President for Contract Administration – Mike Ouderkirk

Mike Ouderkirk Grievance Report was sent electrically to all board members. **Motion by Director Ball to accept the Contract Administration report dated March 14, 2017 to be approved as distributed, seconded by Director James, motion was approved without dissent.**

Treasurer's Report – Ken Deneau

Treasurer Ken Deneau reviewed financial statements for February 2017. **Motion made by Vice President Ouderkirk to approve Treasurers report for February 2017; seconded by Director Minnis, motion passes without dissent.**

Discussed proposed dues increase for fiscal year September1, 2017-August 31, 2017.

Motion made by President Garza that APSA board will not increase membership dues for fiscal year 2018; seconded by Director Ball, motion passes without dissent.

Recording Secretary – Kathleen Deneau

No report

Report of the Corresponding Secretary – Randy Brown

Corresponding Secretary reviewed the results of the recent APSA member survey. Will be distributed to membership at the Semi-annual meeting April 18, 2017.

Semi-annual membership meeting will be on Tuesday April 18, 2017 at noon at the MSUFCU community room at the Farm Lane branch. Lunch begins at 11:30 am.

Corresponding Secretary Brown will schedule a Member Outreach committee meeting within the next two weeks.

Report of the Membership Secretary- Karla Bauer

Membership Secretary Bauer reviewed the APSA membership report which was shared electronically with all APSA board members.

Member's Privilege

None

Standing Committee Reports

Bylaws Committee: we will share proposed bylaws changes at the upcoming semi-annual membership meeting. Electronic voting will be utilized after meeting for approval.

Business Committee: no report

Grievance Committee: no report

PACDI: no report

Member outreach: no report

Employee Assistance Program: Director Ball gave an update from the recent meeting held on February 21, 2017.

All-University Traffic Committee – Director Winowiecki sent meeting minutes electronically to all APSA board members.

Other Committees: no report

UNFINISHED BUSINESS

- Board stipend processing – feedback from board
- Review of committee reports –next action steps items to share at semi-annual meeting; Due April 11, 2017.
- Review Semi-Annual agenda
- Nomination forms go out March 27, 2017
- Retreat Topics-any new items?

NEW BUSINESS

- Review of Survey Results
- Decision on filling open Director position
 - **Motion made by Treasurer Deneau to postpone filling the vacant position on the APSA board until the April election; seconded by Director Ball, motion passes without dissent.**
- Friday Follow-up- new initiative
- MSU Labor Education Training

ADJOURNMENT

MOTION by Director James to adjourn meeting; seconded by Director Minnis, motion approved without dissent. Meeting adjourned at 1:39 p.m.

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