

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, June 13, 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, Paul Kuchek, Aaron Minnis, Mike Ouderkirk, Jaci Sayen and Matt Winowiecki.

APSA Members excused – None

Associate Member-Mike Gardner

APSA Legal counsel – Jayne Flanigan

Members present – Bill Morgan Nathan Espinosa, and Sharon Potter

APPROVAL OF AGENDA

Agenda of June 13, 2017

APSA member Espinosa moved that the agenda for June 13, 2017, be approved as distributed. The motion was seconded by Director Winowiecki and was approved without dissent.

APPROVAL OF MEETING MINUTES

APSA member Espinosa moved that the minutes of the meeting of May 9, 2017, be approved as submitted; motion was seconded by Director Ball and was approved without dissent.

APSA President Garza requested that recently elected APSA members Nathan Espinosa and Sharon Potter assume the APSA open director positions effective immediately. Director Kuchek would remain as director until August 2018. Aaron Minnis will assume duties as Vice President beginning immediately. **Motion made by Director Ball to accept the appointments outlined above for the APSA board; seconded by Treasurer Deneau, motion passes 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 Healthcare Strategy Sessions
- Staff Work Environment Survey went out to staff. Shared input from the CLO's perspective during meeting with the University.
- Have a special conference regarding the ARO process and questions with the University-June 26, 2017

JHCC (Joint Health Care Committee)

- Negotiations Update
- Health Care Dashboard status
- Wellness Strategy Group project

Other items:

- Operating Calendar-Board Stipends paid, Annual Retreat, New Elected Board Orientation, Quarterly labor Management Meeting (June 26, 2017)
- New Membership meeting - June 15, 2017 -4:45pm- APSA office.

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

Vice President for Contract Administration – Mike Ouderkirk

Mike Ouderkirk Grievance Report was sent electronically to all board members. **Motion by Director James to accept the Contract Administration report dated June 13, 2017 to be approved as distributed, seconded by Director Ball, motion was approved without dissent.**

Vice President for Contract Negotiations – Vacant

No report

Treasurer's Report – Ken Deneau

Treasurer Ken Deneau reviewed financial statements for April 2017. **Motion made by Director Espinosa report for May 2017; seconded by Corresponding Secretary Brown to approve Treasurer's report, motion passes without dissent.**

Recording Secretary – Kathleen Deneau

No report

Report of the Corresponding Secretary – Randy Brown

No report

Report of the Membership Secretary- Karla Bauer

Membership Secretary Bauer updated the board on current statistics related to APSA membership.

- 1217 members
- Change in roster from April 2017 - +1
- Change in roster from a year ago - +34

Member's Privilege

None

Standing Committee Reports

Bylaws Committee: no report

Business Committee: no report

Grievance Committee: no report

PACDI: no report

Member outreach: no report

Employee Assistance Program: Director Ball updated board on recent meeting.

All-University Traffic Committee – Director Winowiecki updated board on recent committee meeting. Required license for mopeds. New parking requirements were delayed until 2018.

Other Committees: no report

UNFINISHED BUSINESS

- Review Executive Board open positions and committee needs
- Sharon Potter will serve on the bylaws committee
- Bill Morgan Nathan Espinosa will serve on Business committee
- Connie James will back up Treasurer Deneau

NEW BUSINESS

- Approve appointments for vacant positions.

ADJOURNMENT

MOTION by Director James to adjourn meeting; seconded by Director Espinosa, motion approved without dissent. Meeting adjourned at 1:29 p.m.

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