

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday June 10, 2014**

Call to Order:

Meeting called to order by APSA Vice President Chegwidden at noon at APSA office.

The following Officers and Directors were present –

Randy Brown, Dan Chegwidden, Kathleen Deneau, Ken Deneau, Ken Dirkin, Randy Fotiu, Michael Gardner, Joe Garza, Greg Harris, Paul Kuchek, and Bob Nowicki.

APSA board members excused from meeting: Jim Hensley and John Phillipich.

Counsel present: one

Associate Member: one

APSA guest: three guests present

Review Minutes:

- May 2014 minutes approved as submitted.

Report of Officers:

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

- APSA counsel gave the presidents report including an update on the Cass versus MSU lawsuit.
- APSA counsel updated board on 1585 and 999 contract negotiations including contractual language surrounding the right to work legislation and possible "opt in and opt out" membership rights for employees moving forward.
- APSA counsel updated board on new change in health care policy as it relates to employees electing to undergo back surgery. Effective January 1, 2015 it is be required that anyone requiring back surgery must call Best Doctors before proceeding.
- APSA counsel updated board on changes for the new membership card for APSA members.

- APSA counsel updated board on recent grievances that have been settled.

VP for Contract Negotiations: (Dan Chegwidden)

- No Report

VP for Contract Administration (Joe Garza)

- A copy of the June 10, 2014 APSA grievance report was distributed electronically and reviewed with all board members present; grievance, special conferences and several contacts reviewed.

Treasurer (Ken Deneau)

- Treasurer Deneau distributed (via email) a copy of APSA financial report for date ending April 30, 2014;
- Treasurer Deneau requested that SOP's be placed on the APSA website for both board members and general membership to access;
- Treasurer Deneau suggested that another person serve as finance committee chair so that the APSA treasurer does not oversee the same committee they are responsible for reporting to;
- Treasurer Deneau requested a series of items be reviewed and approved by the board; due to the extensive nature of this list it was decided that treasurer Deneau will share this list with both president Hensley and president elect Phillipich so that decisions could be made on how best to proceed.
 - Treasurer Deneau will also ask that President Hensley and incoming President elect Phillipich consider a debt card for those authorized to sign checks on behalf of APSA as an alternative payment option for the association.
- Treasurer Deneau noted that there was not a policy currently in place concerning timing of remuneration of new incoming board members. Consequently, a motion was made by Vice President Chegwidden to fully remunerate both Vice President Garza and Treasurer Deneau for their respective roles as vice president of contract administration and treasurer for both April and May 2014; seconded by Greg Harris, motion passes unanimously.

Recording Secretary (Kathleen Deneau)

- No Report

Corresponding Secretary (Ken Dirkin)

- Corresponding Secretary Dirkin noted he had designed some business cards for APSA officers.
- Corresponding Secretary Dirkin assisted Vice President Garza with his new laptop purchase and software installation.
- Corresponding Secretary Dirkin noted that all new board members have been added to the APSA email server and APSA executive board list serve.

Membership Secretary (Randy Brown-absent)

- 1143 members on the roster.

Members Privilege:

- None

Standing Committee Reports:

- Bylaws – no report
- Grievance – no report
- Finance – met last week; report will be submitted to President.
- Negotiations – no report
- Fair Labor Standards Act – no report
- Bargaining Unit Committee –no report

Employee Assistance Program

- None

All-University Traffic Committee and other committees:

- No report

Unfinished Business:

- None

New Business:

- None

Announcements:

- The next board meeting scheduled for noon on Tuesday July 8, 2014 at the APSA office.

Adjournment:

- Motion made by director Gardner to adjourn the meeting and was seconded by director Harris. Motion carried and the meeting was adjourned at 1:28 p.m.