

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday July 14, 2015**

Call to Order:

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

The following Officers and Directors were present –

Karla Bauer, Randy Brown, Dan Chegwidden, Kathleen Deneau, Ken Deneau, Randy Fotiu, Paul Kuchek, Bill Matt, Bob Nowicki, Mike Ouderkirk, Michelle Pell, and Lisa Roy.

APSA board members excused from meeting: Joe Garza, Greg Harris, and Michelle Keller.

APSA guest: none

Counsel present: Jayne Flanigan

Review Minutes:

- June 2015 minutes approved as submitted.

Report of Officers:

President (Joe Garza- absent; President's report delivered by APSA Counsel Flanigan)

- Vice President Chegwidden updated board on President Garza's health.
- Vice President Chegwidden also requested that all board members work through APSA counsel Flanigan, or Vice President Chegwidden, or Vice President Harris if they have questions or concerns related to the association so that President Garza has time to heal.
- APSA Counsel Flanigan – noted that she recently attended a performance management plan meeting with the university; additional information will be shared at a later date.
- No new updates from either JHCC or CLO.

VP for Contract Negotiations: (Dan Chegwidden)

- APSA counsel updated board a recent meet and greet with the university.
- 12 sessions scheduled with the university in the fall.

- Contract negotiations committee was asked to share negotiation items that will be presented to the university later today. APSA counsel Flanigan reviewed list of items.

VP for Contract Administration (Greg Harris-absent)

- A copy of the June 14, 2015 APSA grievance report was distributed electronically.

Treasurer (Ken Deneau)

- Treasurer Deneau reviewed the APSA financial reports for date ending June 30, 2015;
- Motion made by Mike Ouderkirk to retain Warmels and Comstock accounting firm to audit the association for this year; treasurer Deneau will price check other firms for next year's audit; seconded by recording secretary Deneau; three opposed, motion passes.
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- Recording Secretary Deneau updated board members on the use of MSUFCU community room at their Farm Lane branch location for future semi-annual meetings. Vice President Chegwidde, recording secretary Deneau, Directors Bill Matt and Lisa Roy will all investigate using this space for the October 15, 2015 semi-annual membership meeting and will report back to the board on their findings.

Corresponding Secretary (Randy Brown)

- Corresponding secretary Brown noted he continues to have problems identifying necessary security access so that he can make changes to the APSA website and other social media accounts.
- Corresponding secretary Brown is hopeful that he will have granted access to new board members prior to our next board meeting in August.

Membership Secretary (Karla Bauer)

- Membership secretary Bauer sent membership report electronically.
- 1193 members on the APSA roster

Members Privilege:

- No report

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; off for summer.

All-University Traffic Committee and other committees:

- No report; off for summer.

Unfinished Business: All unfinished business will be postponed for the August board meeting.

- Committee reports update:
- Board Structure
- Proposed committees
- Purchase technology and stipends
- Elections
- Finance
- Fund accounts
- Meeting expenditures
- Member dues
- Communications
- Right to Work
- APSA operations calendar

New Business:

- No report

Announcements:

- The next board meeting is scheduled for noon on Tuesday August 11, 2015 at the APSA office at 11:30 am.

Adjournment:

- Motion made by director Ouderkirk to adjourn the meeting; seconded by director Nowicki. Motion carried and the meeting was adjourned at 1:20 p.m.