

COTA/APSS Meeting
January 9, 2014
1104 KC
12:00 p.m.

Minutes

- I. Call meeting to order at 11:59 a.m.
 - a. Announcements – congratulations to this employee group for the work that has been accomplished regarding the decertification vote. Together from the initial conversations to the brown bag meetings and specifically disseminating the information to the members you are applauded for your efforts.
 - b. Doug Pratt with the MEA has been replaced immediately as the communications director. There has been no comment from the MEA regarding our decertification.
 - c. Coreen has contacted the Non-profit Mackinac Center regarding potential issues we could face, MEA reaction etc. publicly and legally. The Mackinac Center called 90 minutes after the vote was released to offer further support and resources, accomplishing this on a first attempt is an unheard of occurrence. Discussed the basics of what we did, pro's/con's. Other universities are now contacting them and asking how we accomplished this.

This speaks to the University and local leadership and our perfect storm. RTW has an impact, general dissatisfaction, cost, and the fact that we have minimal employer relations issues. This was a proactive team/leadership that believes in our direction, it is hard not to follow this path.

- d. Sean Evans is legally the only person with the right to lead this group. Sean sent an email authorizing:
 - i. “the Executive Council of the former COTA to begin working diligently on crafting a constitution and bylaws to be presented to the membership of APSS in order to hold elections for elected leadership positions and to continue the good work of representing the Administrative Professional Support Staff of Grand Valley State University.”
- II. Roll Call – Present: Becky Bakale, Erica Baker-Bringedahl, Coreen Bedford, Chris DeMull, Patty Eisen, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Wanda Isenga, Alex Jacobson, Sandra Jennings, Patty McCarthy, Roxanne Mol, Ann Platt, Janice Ponstein, Janet Potgeter, Hollie Rago, Jeffrey Rollins, Deb Rotman, Carol Talsma, Sally Vissers,

- III. Approval of December meeting minutes – there was no official meeting in December. No minutes to be approved.
- IV. Treasurers Report – written report given
 - a. Hollie is already looking in to banking options for the new APSS union. Discussion produced the decision to utilize LMCU.
 - b. An EIN number will be applied for as the APSS
 - c. A question was raised – should we have an accountant close out our books as the COTA. Hollie is still the elected Treasurer of the COTA.
 - d. The Executive Council will be meeting weekly to focus on all that needs to be accomplished.
 - e. Motion made to accept report as written, motion seconded and carried.
- V. Membership Report – written report submitted.
 - a. The check received on the 14th will have dues removed (FS01). Chris will be working on stopping the dues payment with Payroll for the following paychecks until a dues structure is implemented by member vote.
 - b. We received a prorated bill for the SEA (MEA – Region). We should not receive a bill from the MEA, however if we do it should be prorated.
 - c. There will be a membership meeting the first week in February. Chris will be working on a membership database and the membership forms. Janet Potgeter has already created the Access database, which should also include home addresses for our members.
 - d. Erica is now responsible for the newsletter – if anyone else is interested in assisting please contact Erica.
 - e. RTW is in play immediately. Will the new union represent RTW employees? They are still entitled to our bargained benefits and basic representation. Cheryl will review with a RTW attorney. Fee payers will no longer be required to pay “fee payer” monies
 - f. We hope/expect membership engagement. We were proactive for this reason. We will now only have members/non-members. There will still be costs to administering this group. Insurance / lawyer fees/ bargaining staff / negotiations. We now have control over our dues. The members can now see where our money is going.
- VI. Grievance Report
 - a. There are currently issues, not grievances. The issues have centered on office environment. Largest part of this position deals with office environment. Cheryl is on an anti-bullying (collegiality) committee which has been started due to issues of bullying at the Faculty ranks. This was expanded to include the APSS, and AP staff. This campus committee will be instrumental in how this group deals with these issues. There will be a path for faculty/staff and path for students. APSS has had a large say in what has been input into this committee. Sue Sloop will be very involved in the process. It will outline penalties for behavior. Once this policy is public Coreen would like an

interview (of Cheryl) in our newsletter discussing the APSS involvement in this process.

- b. HRO – is interested in how to interpret salary continuation for all employees on their website. Cheryl / Coreen have been invited to assist HRO with this process. Really watching the process regarding our contract and since it will be out there we need to be a part of this process.
- VII. Building Representative Reports – no reports
- VIII. Old Business – MEA
- IX. New Business
- a. APSS New tag line could be “there is an APSS for that...”
 - b. Dues/timeline/revision of bylaws. We will look for input from building reps. Coreen will be emailing members almost weekly. An email regarding dues will be sent hopefully by Friday.
 - c. A general membership meeting will be held in early February – we are looking at a large meeting in order to include all members of this employee group. The mtg will be release of all information for the vote in the contract/bylaws/constitution and how we will handle a vote. Looking at this being a 2 hour meeting.
 - d. GVSU Administration has looked at this as a positive move. Good public demonstration of them as an employer.
 - e. We are working under the current contract language and working on dues. Only give information to the members that have been confirmed. Further information will come. Right now the contract stands as is.
 - f. Logo design – we will be opening a logo design contest to the membership. The logos will be sent to Michelle.
 - g. Coreen / Cheryl will head up a task force reviewing contract/membership / building reps – keep the structure by the building or by number of members etc. We will be looking at Insurance, legal assistance. Jeffrey Rollins will be working on revising the constitution and bylaws.
- X. Adjourned at 1:01 p.m.