

APSS Meeting
September 18, 2014
1142 KC
12:00 p.m.
Minutes

- I. Call meeting to order at 12:00 pm.
- II. Present: Jacquelyn Abeyta, Cheryl Anderson, Becky Bakale, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Sandra Jennings, Rhonda LeMieux, Patti McCarthy, Roxanne Mol, Patrick Perry, Janice Ponstein, Janet Potgeter, Hollie Rago, Deb Rotman, Joyce Sullivan, Carol Talsma, Sally Vissers

Guests: Jeffrey Rollins and Mike Spofford
- III. Approval of August meeting minutes – minutes were reviewed, there was no discussion or changes to the minutes as presented. Motion made by Cheryl, seconded by Rhonda, motion carried.
- IV. Presidents Report – Coreen is now out on medical. She recently received a diagnosis of ductile breast cancer. She will be leaving for a planned vacation and then will have surgery immediately upon her return. Becky will be stepping into the role of APSS President until she returns. Coreen is welcoming cards/emails of support. Please use her off campus email cbedorde@gmail.com. To send her cards her address is:
3637 Running Brook Dr. SE
Kentwood, MI 49512
Please keep Coreen in your prayers. Cheryl will keep us updated on her needs. Becky is asking for support and to work as a team together in Coreen's absence. If you have any suggestions/advice please let her know.
 1. Patrick Perry is the new building representative for DEV 3rd & 4th floor.
Thank you Patrick for agreeing to be a building rep!
- V. Treasurers Report – written report given. This current month we have spent 5.22 in postage. Page 2 dues/revenues payments have been collected there is one expense via debit card and that was for the full day of bargaining team lunch. Insurance and Mike Spofford have been paid. Page 3 is the ending balance of our accounts. Page 4 is the correction to the July statement which was a few dollars off. Motion to accept the written report by Janet, Cheryl A seconded. Motion carried.
- VI. Membership Report – as of August 2014, written report given.

- a. The question was raised if 1 person listed as RTW is actually AP
- b. We are not getting notified when a person goes from PSS to AP, mostly this occurs by word of mouth. Becky/Coreen have spoken with HRO. Hopefully moving forward they should be seen on the reports from HRO.
- c. Membership lists went to all of the Building Reps. please make changes and notify Janet if changes are needed.
- d. Fall Luncheon – should we invite probationary employees/RTW to the Fall Luncheon. If they are RTW the answer is no – they are not dues paying members and the dues are what is paying for the luncheon. Discussion ensued regarding new employees being invited as a means to educate them on the APSS. However since we no longer make new employees wait to sign up for the union it was determined that the building reps can contact the 7 new /probationary employees to encourage registering for the union prior to the date. We no longer have a form that states fee payer. Janet will look at the RTW employees to see if we have forms. Becky would like Janet to also check the new hires list to make sure who is a member or RTW. Building Reps – if you have a probationary employee have you introduced them to the union?
- e. Motion made to accept report as presented by Janice, Sandra seconded, motion carried.

VII. Member Relations Report

- a. This has been a very busy month with bargaining and staff relation issues. All issues when we bargained were actual issues that we could take to the bargaining table. It is also why we changed this to member relations instead of just grievance.
- b. Several issues last month with salary continuation. Vicki Helgeson has been very helpful as backup.
- c. Erica had a C2 position that hasn't been filled since that person's retirement. Cheryl keeps track of those. The University however has the right to keep a position in abeyance. Cheryl has on in her office as well. We have no control over when they fill a position. Erica – is there a way to prevent the position from being eliminated. The Dean wants to have that desk completely removed and no position. CF – Just because a position isn't filled doesn't mean it cannot be moved to another position within a unit.
- d. Triple time was taken away from Floating Holidays. That was an incentive for working. If they feel they need to bring someone in they will first exhaust their efforts to get people to work voluntarily. Holiday work is still paid at triple time.
- e. Pg 13 – Defined benefit plan. The early retirement incentive after January 1, 2003. The .0025 reduction factor for early and 0.004 for regular retirement. Mike S – that language was implemented on that day, all staff were grandfathered in, the defined contribution plan took place on 2/2/06/ Anyone under the defined benefit plan falls under the early retirement language.
- f. Motion made to accept the report by Janet, Vicki seconded, motion carried.

VIII. Building Representative Reports

- a. There will be a building rep training in early spring, they have decided to wait until we have our actual signed new contract.
- b. Traverse City – has a member that is expected to attend meetings should that time be paid time to travel. Absolutely they should be paid regular time and mileage.
- c. Vicki – temp in course reserve. Due to a retirement an opening has come up in course reserve. The PSS person in that role now has enough time in that role where the position should go to him. However then the temp will go for his available position. We still have a letter of intent about the use of temp service in relationship to obtaining a position. The exception is if that person has temped for over 18 months. They can then claim that as experience.
- d. Jackie A – is there a cap for what can be contributed for the defined benefit. The defined benefit is a negotiated item. It is set at a specific amount. They asked for 1 % pick up. You can't add more to it. As the pool shrinks will we pay more? That would be negotiated in the next contract. Is our money kept separate? The DB is the most costly – due to the ARISSA law those funds cannot be moved to another account, the DB by law has to stay in the DB plan. The DC plan you can contribute and you control those funds.

IX. Old Business

- a. Review of Board's Authority for Officers Compensation – there was a slight conflict over the Board's Authority – John Karafa submitted an opinion stating case law on the authority of the board to operate.

Jeffrey feels that his argument was misunderstood, the argument was that they were not actual officers at that point until the vote. Cheryl felt that Shawn's letter of operation for the new APSS union gave that authority. Jeffrey believes that John answered the incorrect question. Jeffrey is dropping it. However the opinion letter does give us a legal standing on board operations.

- b. Contract Ratification – Jeffrey, Shawn, Cheryl are in the process of reviewing and correcting the grammatical errors in the contract. Once that is done the board will approve the contract
- c. A comment was made about the 1% increase on the retirement pick up – we have to remember we do not pay the same in union dues that we have in previous years.
- d. Board Reports for October Luncheon – Luncheon update, coming along the major reservations have been made, gifts have been donate. Right now they are trying to decide on the centerpieces. The cost did increase by \$.30/per person. We do not know how many attendees at this point. We have budgeted \$5000.00 for this luncheon and \$5000.00 for a spring luncheon. The invitations will go Monday. Date of luncheon is October 16.

- e. Retirement Cards – on Monday 6 people that have retired since APSS was created will receive a retirement letter and gift card.

X. New Business

- a. APSS Member – Nancy Brown – (Cheryl Fischer) Coreen had discussed having more community involvement. We have a member whose son in law has been given 2 – 3 months to live due to a brain tumor. Would we be interested in helping. They are hosting a golf tournament and are trying to take in donations. They do have sign-ups for dinner through November already. Cheryl touched base with the PSS member and the situation has declined. Discussion ensued. As for supporting the family we should allow members to act on their own. Cheryl is asking if we wanted to do something as a union. We should set up a parameter otherwise we will get numerous requests and we can't remain solvent if we do not have parameters in place. Is it a direction we even want to go – we could go to salary continuation for this. What happens if we used our position as sharing a specific message to members – that could be a better route.
- b. Constitution Proposals (Jeffrey Rollins) – Jeffrey provided 2 proposals for changes to our constitution. The proposals would be to clean up the language in our constitution to reflect new contract language. Members can make a proposal to change the constitution with 51 signatures or board approval. Sandra moved to accept the proposals, Erica seconded the motion. A vote will be held at the October Fall Luncheon. The written notice must be sent within 10 days prior to the meeting. Mike clarified if we are trying to make a recommendation then voting at the luncheon. A question was raised to discuss fiscal year vs. calendar year.
- c. It was asked if it was okay to send a note to the members regarding Coreen. Yes the members should be informed. Cheryl will draft an email and send it to the Building Reps for their members. Erica could also do a Breast Cancer Awareness article – October is Breast Cancer Awareness Month.
- d. Wall Calendars – there is a list of members by building rep. Please pickup your calendars and distribute to our members. Becky will have extra copies. The Traverse City group will need some as well we just have to determine how to get them up there. Some of the TC PSS members will be traveling to Grand Rapids in a few weeks, we can leave them with Susan Naber and they can pick them up from her.
- e. Job descriptions – we will not see the job descriptions until October 1st. HRO wants to release their new website before they post our job descriptions. Will it be updated prior to signing the contract? Becky will follow up with Sue Lindrup. The position names will be unchanged, the descriptions will be more uniform.

Meeting Adjourned at 1:10 pm. Next meeting will be October 9.

