

APSS Meeting Minutes
May 14, 2015
2266 KC
12:00 p.m.

- I. Call meeting to order at 12:00 pm
- II. Roll Call – Jaquelyn Abeyta, Becky Bakale, Erica Baker-Bringedahl, Coreen Bedford, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Sandra Jennings, Rhonda LeMieux, Roxanne Mol, Patrick Perry, Janice Ponstein, Janet Potgeter, Hollie Rago, Deb Rotman, Joyce Sullivan, Carol Talsma
- III. Coreen has passed out the intent statements and a hard copy of the contract for Building Representative’s so that is clear what the intent is in certain areas of the contract. Because they have historical information or as something that is intended prior to the expiration of the contract. We are going to expedite the normal agenda
- IV. Approval of March meeting minutes – questions or concerns to address – executive board has ability to hire/ or terminate the contracts per our by-laws.
 - a. Motion to accept the March minutes – Janet, Erica – carried.
- V. Presidents Report –
 - a. Couple things to bring to attention – several people that were out for extended medical leave. Questions regarding FMLA and how many times will you have to complete the forms. Sat with HRO and asked them what is the process, which will be in writing. It will be addressed later this summer. We have a greater understanding of their process.
 - b. Maggie’s retirement party is May 28 – Coreen will be speaking at her going away party. Her replacement has been hired – Devereaux Butler – Coreen is excited his background is in Team Building, training and communication. Feel free to look him up/google him to learn about his background.
 - c. Bargaining team was recently pulled together as the University was asked to make some considerations to the benefits. Not comfortable disclosing at this time. This is the 2nd time in the last 6 months that we have called in the attorney to discuss. When we look at the other universities have discovered that we are considered the leaders in change. We have gained a lot of support from others on campus. The PLC follows in our footsteps with bargaining. Every decision that we make will impact all employee groups on campus. Not expected when we went through this journey, but we all should be proud of ourselves for what we have accomplished. Coreen is very honored to be the leader of this group and work with all of the APSS. The faculty wrote a letter supporting the APSS.
- VI. Treasurers Report
 - a. Audit and Financial Statement reviewed – this information has been submitted to MERC for our Audit. All MERC wants to know is our collective bargaining costs.

This information will be posted on the website of MERC as compliant. Audit findings – verified each transaction, and no exceptions. There were no unusual items found. Recommendations that the books, and bank statements should be reviewed by another Board member. Coreen will review and then sign off on compliance on a frequency determined by the accountant. The balance should be altered to reflect outstanding checks as well. Coreen is very comfortable with submitting the information.

- b. Motion for the approval of the reports as prepared for filing of the FY ending June 30, 2014 with MERC. Motion made by Janet – Rhonda 2nd – motion has carried.
 - c. Financial Report – may condense the report in the future. Motion to accept the treasures report Janice, Becky 2nd – approved.
- VII. Membership Report – received responses after sending out the report. This is the April 30 report, anything after May 1 will not be reflected on this report. Couple grammar/spelling corrections. Many members are beginning to retire. Many are taking part of the early retirement incentives. Will need to send retiree gift cards to Diane Alexander and Anna Platt, Doriana Gould and Judy Budnick. Erica motions to accept the report with changes Carol Talsma 2^{nds} – motion carries.
- VIII. Communications Report – no report
- IX. Member Relations Report – no report, most has been discussed during the President’s and Bargaining reports. All is good, still mtg. with HRO with FMLA papers and getting clarification on what needs to occur. A couple departments that are going through various changes, Cheryl and Coreen have had some initial discussions – Becky may also be pulled in on some of those discussions.
- X. Building Representative Reports – We have members that sign up willingly prior to their probationary period, what can we do if they are let go prior to probation ending. Some there is a lot of support during that probationary period, contractually we cannot file a grievance if someone is let go during their probation. We will then discuss if we should allow probationary employees to join prior to their probation being over.
- XI. Discussed voting feedback – most electronic voting feedback was positive. Coreen did contact the other person that ran and he is looking to get involved as a PSS Building Rep. When we first formed this union – we need to converse with members, if they want to join in please come and participate.
- XII. Workshop Agenda –
- a. The concern is with the amount of money that we are building in our savings account, and how much do we actually need. Some unions have large war chests, others work on a 20,000/year budget. Coreen has asked Hollie how much we should be able to exist on annually. We do not want to have a large surplus. She has created a report, including all of the amounts we have paid out compared to

the dues we take in. We have an insurance policy to insure our eBoard. Costs of the food banquets, payroll deduction etc. Want to make sure that we are in a position to stay solvent, but not be overfunded. If we continue on the path we are on we will be overfunded, and we would like to take this to a membership vote and collect dues during the academic year. Academic year dues collection will alleviate the dues collection with AY positions. Continuing on the path we would have approximately 125K saved by September.

- i. Question regarding a bargaining year what would expenses look like – it would be approximately 30,000/ for a bargaining year. We would probably not hire a consultant again during a bargaining year. He would be able to contract on an hourly wage. GRCC has now gone independent and broken away from the MEA. They had a much harder battle than we did – John Karafa is now representing GRCC as well.
- ii. Question regarding scholarship fund. It is separate from our budget as it is driven by contribution. This information should be included in the report. Sandra will recommend that we not drop below 100K and then take the surplus and start or add to something. Here is the issue – this conversation has always come up – there is not an equal award for everyone that works here. Discussed having more visibility – more than willing to engage in those conversations, but the dues need to be high enough they support their representation and the protection of the contract. Anything more than that we need membership approval. There are something that we can vote on at the Board level. Those are minor in comparison to what we can do. Still like to decrease the dues but not by 50%.
- iii. Coreen has been thinking through what we can do for this process. We can select this via email and vote through Ballot Bin on this process.
- iv. Janice likes the 25% as well during Academic Year only. Also likes the idea of offering no dues to Building reps to encourage
- v. Janet is comfortable with options 2 and even 3. The explanation is fairly easy to our members – a great opportunity for the PSS to show our fiscal responsibility.
- vi. Rhonda – option 1 is a 25% decrease. If we go with option 1 we can also reduce
- vii. Coreen understands the caution of not dropping down the dues to extensive, understanding that every 3 years is our expensive year while we are bargaining. If we want to spend more on those years that is feasible, as those funds will be increasing. We could bump the amounts to 12.00/month
- viii. Jackie A supports option 2 – this is a way to show our members that this is what we are doing for you and we are on top of this issue. On the years we are not bargaining we should increase the cushion, if we need to in 4 years ask for an increase we can address it.
- ix. Please take time to really study this – it is an important decision we will address by-laws once we know what option we are going with. The other thing to consider the Bargaining Chair is not to be the president – Coreen’s experience is on the Bargaining – she cannot carry both

positions. Whether it is Coreen or someone else that person needs to be compensated fairly. There are also 4 other members on that team and they have never been compensated. The pressure on that committee is great – those roles will increase and the rest of the committee should be compensated as well. This is not a secret – if you would like to discuss with your members that is possible as well. As far as being on the Bargaining team – it is a large amount of hours outside of the bargaining 8 – 5. Email Coreen with the reasonable amount – Coreen will add up the hours we bargained but her hours she spent should be compensated at a rate higher than the President. The Chair is the spokesperson at the table, Coreen starts preparing 6 – 8 months prior to bargaining, she works on this every weekend and multiple hours outside of work hours. There is a large quantity of information that they must go through to prepare. One little word can change the intent of the contract. Would really like to see that committee grow and the chair to be groomed from that committee. Bargaining Chair is always active – Coreen has served the dual role for a couple years for the entire length of the contract. If we were to make a recommendation could we make a salary /compensation during the bargaining year, then a separate amount as a non-bargaining year. Coreen is looking for a onetime payment during the bargaining year, with the expectation that they meet and protect the contract during the life of that contract. During a bargaining year – the members and Chair should be paid with the understanding that they should be available to protect the contract. Bargaining committee is appointed by the Elected Board and appointed by the President, it may also need some tweaking. Jeffrey is already looking at the by-laws to improve.

- x. Please email or call Coreen with the thoughts – dollar amounts
- xi. Members – every one of you has a co-worker that you may want to discuss this with – 1:1 with logical thinkers, whose opinions you value – do not send this out in email or group discussions – but if you do have a trusted person you can confidentially discuss this with – feel free.
- xii. Anyone not at the meeting that would like to receive the intent statements email Coreen

1:10 - adjourned