

APSS Meeting
July 14, 2016
167 LOH
12:00 P.M.

- I. Called meeting to order at 12:03 p.m.
- II. Roll call – Cheryl Anderson, Becky Bakale, Coreen Bedford, Cheryl Bronner, Lindsey Burns, Barb Ellis, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Tami John, Rhonda Lemieux, Patty McCarthy, Patrick Perry, Hollie Rago, Mark Saint Amour, Joyce Sullivan, Carol Talsma
- III. June meeting minutes
 - a. These will be sent via email at a later date for e-approval.
- IV. President’s Report
 - a. A clarification of seniority dates for those PSS members who left employment at the University and then came back was discussed.
 - b. Cyber Insurance: Autumn DeRoo reviewed and determined that due to the cost it would not be a needed purchase at this time.
 - c. Recap of APSS meeting notes: Our meeting minutes are approved one month after the meeting is held. We had a practice of sending a ‘recap of the meeting’ to our membership via our building reps with what was sent by Becky. This was ceased a few months ago. It was decided that this practice will begin again. Rhonda LeMieux and Michelle Holstege will discuss after each meeting what will be sent to the building representatives. It was decided that this is the only information to be forwarded onto the membership. Also recommended is that with any communication to the membership that the subject line begin with “APSS” i.e. ‘APSS Recap of Meeting Minutes’.
- V. Treasurer’s Report
 - a. The fiscal year-end report was shared. Becky verified the balances. Motion to accept the report as written, motion seconded and carried.
- VI. Membership Report
 - a. Written report submitted.
 - b. Welcome Joyce Sullivan into her new position.
 - c. A new building rep is needed for the new housing facility. Becky and Rhonda are to discuss.
 - d. Suggestion was made to add the month and year when someone becomes RTW. This information will be helpful in bargaining.
 - e. Fall luncheon is set for October 13, 2016. Watch for more details in the coming months.
 - f. Motion to accept the report as written, motion seconded and carried.
- VII. Communications Report
 - a. No written report submitted.
- VIII. Member Relations
 - a. No written report submitted.
 - b. No outstanding grievances at this time. Some issues such as office environment are being discussed.
 - c. As retention continues to be a concern of the university, some departments may look for a reduction in the work force. The membership is asked to notify Becky or Cheryl if you hear of any of this happening in your area. The Union has asked HR to continue communications regarding positions.
 - d. Coreen is going to meet with HR to discuss the bargaining process that will begin next summer.
- IX. Building Representative Reports

- a. A student employment concern was discussed. The University encourages AP staff/supervisors to monitor the hiring of students.
- X. Old Business
- a. Coreen discussed the new software to be used for bargaining and the budget needed. This will begin the steps to become a sustainable union in that all the information, past and future, will be stored in one place. The recommendation is to purchase the hardware for the grievance and bargaining chairs. The software is perpetual in that it is always available. It can be downloaded to a computer and available offline and it is web based. It also has unlimited user access.
 - b. Motion to accept the agreement and invoice from Collective Bargains International, motion seconded and carried.
 - c. Motion to approve the budget proposal dated 7/8/16 as written, motion seconded and carried.
 - d. Motion to approve the software and hardware for the bargaining and grievance committees, motion seconded and carried.
 - e. Motion to put a hold on the remaining amount of \$4500, motion seconded and carried.

Meeting was adjourned at 1:05 p.m.