

**APSS Meeting
December 8, 2016
KC 1104
12:00 p.m.**

Agenda

- I. Call meeting to order 12:09
- II. Roll Call – Becky Bakale, Erica Baker-Bringedahl, Cheryl Bronner, Barb Ellis, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Tami John, Rhonda LeMieux, Patti McCarthy, Patrick Perry, Janet Potgeter, Hollie Rago, Deb Rotman, Mark Saint Amour, Joyce Sullivan
- III. Approval of November meeting minutes – no changes noted. Motion to accept the November meeting minutes, seconded and carried.
- IV. Presidents Report –
 - a. Next Thursday and Friday is the Bargaining Training provided by HRO for our Bargaining committee and whoever will be bargaining on behalf of HRO – this training will be from 8 – 5 both dates. The bargaining team will all be in attendance at this meeting. Becky has asked Coreen regarding how the software we purchased is working – Vicki H has loaded/scanned all of the old contracts. She is approximately a quarter of the way through the Bargaining notes etc. She feels the system will be very beneficial.
 - b. Becky received an email from Student Senate and wanted to know if our group would like to go and protest Trump’s election – Becky will pass the information along if anyone is interested.
- V. Treasurers Report
 - a. Written report was given, there were some expenses to the accountant and the yearly fee for the domain name. Taxes were mailed and that is completed for the year.
 - b. Becky verified the account balances on 11/28/16.
 - c. Motion to accept the report as written – motion seconded and carried.
- VI. Membership Report –
 - a. Written report was received. Joyce did add the classifications to the RTW staff members on the report. There are some that she did not have, and has asked HRO to clarify. Last time we had a conversation with the non-benefit positions, HRO was asked to run a report for the number of hours that those people have worked to see if they are working over the number of hours. This group (PTE) will potentially be a bargaining issue with their benefits.

- b. Motion to accept the November report as presented, motion seconded and carried.
- VII. Communications Report
- a. Will have a year-end report with analytics on the website for the next meeting.
- VIII. Member Relations Report
- a. Cheryl did return to work today on a part time basis. They have a meeting today with HRO Vicki and Michelle D will still be active in this role, while Cheryl is recovering and on limited work status.
- IX. Building Representative Reports
- a. Dollar Tree had an advertisement on prepaid Visa cards for 1.00, if the money is not spent within a month there is a 5.95 fee monthly after you activate the card. The retiree gift cards are sent quarterly. This may be an option for purchasing them. The Meijer cards may actually be a better option still.
- X. Old Business
- a. The calendar that we had produced has some issues, this has been pointed out, the Payroll calendar was used this time and we will not use it again. We may just print the new calendars with an additional 3 months of 2017 to correct when we do 2018 calendars.
- XI. New Business
- a. We met with the HRO and Actuary regarding the defined benefit group. Our 3 % contribution will again done this year. HRO will be contacting the members that are not using the full potential of their defined contribution to see if they would like to maximize their contribution.
 - b. Sue Lindrup will be retiring on 1/6/17 and Luis Lozano from Financial Aid will be taking her position. Sue and Becky just worked on two extremely large reclassifications that will become a part of Luis' new job.
 - c. There will be a Supervisor 101 training that Dev is pulling together for February, it will not be mandatory however, the discussion is how will he get attendees to come? It will be mandatory for any new supervisor coming into a new role. It should be a good opportunity to educate new supervisors on the contract.

Meeting Adjourned