

**APSS Meeting  
November 14, 2019  
KC 1104  
12:00 p.m.**

Agenda

- I. Call meeting to order – 12:03 p.m.
- II. Roll Call – Becky Bakale, Lindsay Bogi, Cheryl Bronner, Lindsey Burns, Megan Eding, Bill Grimaldi, Katie Haynes, Michelle Holstege, Tami John, Rhonda LeMieux, Patrick Perry, Hollie Rago Deb Rotman, Mark Saint Amour, Joyce Sullivan, Vicki Wenger
- III. Approval of October meeting minutes –
  - a. question about giving back to our members, it may not be this year – we need to understand the legality of our ability to do this through our attorney. Discussions will continue as the freezing of dues would be more difficult with the involvement of Payroll. Look at potential for non-profits as well on behalf of our members.
  - b. Motion made to accept the minutes with the change – motion seconded and carried.
- IV. Presidents Report
  - a. Met Deb Sanders the new staff relations coordinator for HRO. She formerly worked at GRCC – she was there when they went through their decertification from the MEA. We are looking forward to working with her in the future. Currently we have been working with Maureen and she has been very good to work with through all of our needs.
  - b. Coreen was here last month and we discussed the pcard issues, after our meeting Coreen reached out to our legal department and they are not in favor of this process.
  - c. The Survey for Bargaining went out and we had 233 people respond 78%. We will be sending the survey to RTW as well – in the next few weeks.
  - d. Conversation regarding a person that was hired, and this is the way it was always done – a person worked a straight 8 with no lunch. There was a lot of good conversation – we do not want people to do that it is not healthy. We understand on occasion people may want to do that to leave early for a sporting event etc. If this is going to be a regular thing the employee should fill out a flexible work arrangement. They do not get contacted from HRO – but if they start tracking having that FWA in place would be beneficial.
- V. Vice President Report
  - a. No report at this time

- b. Many of the calendars went at the luncheon small stack left

VI. Treasurers Report

- a. Written report given – in terms of the findings where the balances did not get verified in the minutes – we should make sure that it occurs monthly.
- b. Balances were verified 11/14/19 by Becky Bakale
- c. If the balance goes over 200,000 we could not do the 1040 EZ form in the future. Our accountant does our taxes and does a wonderful job.
- d. We have to estimate our hours that we work for the APSS – so as an eBoard make sure that you track what time you spend working on behalf of the APSS.
- e. No additional questions or comments on the report as presented. Motion to approve the October treasurers report. Motion seconded, and carried.
- f. No additional questions on the Independent Audit Report – motion made to accept the report as presented.
- g. Motion to accept the Income tax 990-EZ form as presented for 2018. Motion seconded and carried.

VII. Membership Report

- a. Written report received. Discussion regarding the report as presented. There is a person moving to student life that may appear on the November report, also one person is listed as LOH and should be LMH GJ. Motion made and seconded, motion carried.

VIII. Communications Report

- a. Comments from board that the Newsletters are looking great!
- b. No other report to give.
- c. Looking for holiday recipes/traditions etc. feel free to share anything! Members love to hear how we are doing.

IX. Member Relations Report

- a. No report at this time
- b. Just recently worked with a member with a PIP but no other items
- c. Looking forward to working with Deb in HRO!

X. Building Representative Reports

- a. No concerns or discussion raised

XI. Old Business

- a. Luncheon went very well – we had approximately 215 attendees. Did anyone hear anything on the feedback? It isn't our norm to have a speaker in the fall but not opposed to having a speaker. Did go long with the prizes, and adding the speaker increased the time.

XII. New Business

- a. Development Committee met on Tuesday and are discussing a full day of development in the Summer. Best Practices in Student Employment etc. May be

better for staff coming from satellite campus. It is something they have wanted to do in the past. Consideration for the academic year – the consensus is to try it in the summer we will still offer development credits in the academic year as well. We would see if we could work through the details of academic year staff. Many people have supervisors that complain about staff needing to leave frequently. An option would be end of May or beginning of August when Academic year staff are still on campus. It sounds like an amazing opportunity that hopefully as many people as possible could be included in. Starting with round table presentations – Time Cards, Student Employment, 7 or 8 different topics, and in the morning, they had various topics they also wanted to cover. It is in the conceptual stages.

- b. Question about what people do for holiday items for their student workers.
  - i. Treats/ office chips in for gifts mostly out of pocket. Potlucks and games.
- c. Discussed holiday days off

Meeting Adjourned in 12:50 p.m.