

**APSS Meeting
November 11, 2021
Zoom Mtg / 2201 KC
12:00 p.m.**

Agenda

- I. Call meeting to order
- II. Roll Call – Michelle Holstege, Barb Blankemeier, Joyce Sullivan, Becky Bakale, Brian DenUyl, Cheryl Bronner, Kate Knopp, Lindsay Bogi, Lindsey Burns, Rayshena Wilson, Tami John, Deb Rotman, Katie Haynes, Megan Eding, Barb Ellis, Tracy London
- III. Approval of October meeting minutes – no questions
 - a. Motion to accept the minutes as presented – motion seconded and carried
- IV. Presidents Report
 - a. This has been a rough year for a lot of people, I often have phone calls, people stopping on campus, Covid, increased workloads. It is starting to impact mental health, which just hits home – I met with Eliza she has a lot of great seminars, I really like her seminars – the favorite is a 3-hour seminar – but nobody has the time to commit. Maybe we could do a brown bag lunch to help open up communication, maybe there is help within our group. I think we need a direction to go to help our members to lessen the stress load. If we don't start listening to each other, we will start losing more people because they cannot deal with the stress. I will be putting together something to help address this (FYI). Hope to work on this early December. Pew Campus – willing to come downtown if there is desire is there. If you have suggestions to add to a brown bag luncheon.
- V. Vice President Report
 - a. Calendars have been distributed
 - b. Now the PSS rep on Reach Higher 2025
 - c. She will be moving to Facilities on November 22, there is a large checklist, she also received a development page and they will check into that.
 - d. Lindsey Burns – has been trying to contact Natalie regarding this committee – but NT feels there is no desire to continue the committee because there is no training going forward for credit. She will reach back out to Natalie about where this committee stands, we do have a lot of new people that committee reaches out to as a mentor. BB – the need for mentors is still important. We have new people starting in a solo office, and will need the contacts for this!
 - e. Work Day will be replacing page up next year (our understanding from HRO).
- VI. Treasurers Report

- a. Written report received, hopefully all reviewed the documents from the accountant. We need to approve all of this so the paperwork can be filed.
- b. Tax forms, year-end report – are there any questions? Motion to accept the year end financials – Katie, motioned, Deb seconded – that motion carried and is approved.
- c. Tax forms – motion to approve the 990 tax form – Megan motioned, Deb seconded, motion carried.
- d. Motion to accept the July 2020 – June 30, 2021 Audit report, motion made Katie, Megan seconded and motion was carried.
- e. There was a question about the approval of Bargaining committee compensation. That should have been the eBoard and it was agreed to compensate as presented. What was learned was in the future we will be looking at the Bylaws, and make sure that things are in line and not open for various interpretations. The compensation should have occurred in 2020 and again in 2021 since we ratified contracts in both years. We will try and improve the bylaws so that it is interpreted. Discussion about eBoard members being on the bargaining team, those same people voting to compensate are the ones getting compensated. Can we have a more diverse bargaining team. Tami – that is a great idea, but nobody stepped forward to serve. BB – during the eboard meeting we had – the members abstained from the vote for themselves, and voted for the compensation for the chair of the committee. If someone has a magical tool to get more people involved that would be wonderful. I don't plan to run for the role again due to retirement looming. We need people in these positions! We have moved mountains from the past with the university. I support your comment. DR – Coreen was only paid for the one contract, we did not pay the team members in prior contracts especially when we were with the MEA. When Coreen was President and Bargaining chair it was separated, most of the time the group is through the application process. There may be more interest now that there is compensation. The only year for compensation is during the bargaining year. There are 4 years we will be working on the contract without compensation.
- f. October financial report, motion to accept as written – motion carried.

VII. Membership Report

- a. Written report received – no additions from what is written. There are some location changes, but I just informed the building reps. Kudos to the building reps – I feel like we are getting more members! Motion made to accept the report as written – motion seconded and carried.

VIII. Communications Report

- a. No report update

IX. Member Relations Report

- a. RL is unable to attend – report is that the reclassification committee, as well as the extended committee of HRO and APSS if the original committee cannot agree. IT is going through a large restructure – there are many reclasses from that group.

X. Building Representative Reports

- a. Lindsay Bogi – has accepted a position outside of GVSU. This is bittersweet, she did message her members to say goodbye and see if there is additional interest in someone else becoming a rep. Not sure what will happen to her position, did do an exit interview with HRO, and thought it was a cool thing.
- b. Rayshena – question about a merger with COE and CCPS – there are several PSS that have either been called floaters, taken other positions and the hiring process is becoming stagnate, what can be done to help alleviate their tension and stress, when they are carrying the work of those that have not been hired. Our PSS have a very heavy work load. BB - The VRIPs were positions that could not be refilled, we would like to start doing a round table or brown bag to bring together those concerns to HRO. We need a more direct conversation regarding what the PSS members are dealing with. BB got a lot of calls/visits and conversations about people being at their breaking point. The first conversation has to start with the supervisor about being 1 person, we may need to build our own support group. Some academic chairs are also aware of this and concerned about their staff and the work-loads. (DR) and hoping the union can help. Katie – the vacation roll over and extended breaks, are fine but the faculty are now looking for additional since they are gone on those days already.

XI. Old Business

XII. New Business

- a. Contract Conversations – Section 8 postponed to next month. This section was not chosen due to any intent or knowledge of a reduction in force.
- b. Vacation pool section recap – a notice was sent to all members that this vacation pool was established. After the email 2 people added hours to that pool. I really thought there would be more, there are over 4000 hours (over 200). That report was run in May, so the hours may be lowered, hopefully some were used. A couple weeks ago when meeting with HRO we were told we only received 2 donations. I had an email drawn up, it won't automatically happen, it has to be donated. Now with the max of 300 hours, we did not send anything out because we learned of the 300 hour carryover.
- c. Email from President Mantella – they gave us 3 extra days of holiday pay and we will return January 4th.
- d. Katie H – it was mentioned last meeting that supervisors would approach staff about using their vacation hours and advising to use them. Some have to get creative to use their hours. Especially when there is not staff to do their job in the absence. If you take 1 day off a pay period you are only taking 2 hours per pay period.
- e. Deb R – we should not have to find our own coverage for our earned benefit of vacation.

Meeting Adjourned 1:05 p.m.