

APSS Meeting
June 13, 2024
Zoom Mtg (or in person) 1203 SERVICE BLDG.
12:00 p.m.

Agenda

- I. Call meeting to order 12:05 p.m.
- II. Roll Call – Katie Haynes, Megan Koeman Eding, Rhonda LeMieux, Tami John, Rayshena Wilson, Michelle Holstege, Denise Gross, Treena Gilbert, Katie Knopp, Vicki Wenger, Irina Grougan, Shelby Harrison, Nicole Brower
- III. Approval of May meeting minutes – Motion to approve the minutes Denise, seconded Shelby, motion carried.
- IV. Presidents Report
 - a. Large volume of meetings with HRO
 - b. Email regarding the quarterly review process in WD. Has anyone tried it, cannot determine the process. If anyone has gotten this system to work, please let Tami know.
 - c. Quickest way to find wd info is Archives (in the task list).
 - d. Multiple new positions that will be posted. They are creating multiple positions. So, moving in the right direction – keep an eye on the job board.
 - e. Bylaws – we will need to have those ready for the Fall luncheon – we changed the date – to October 22nd because it is fall break and we can have better attendance of PSS members.
- V. Vice President Report
 - a. No report – more reclassifications have been occurring. If there are members waiting on reclass, please let Tami know so she can follow up with Brian.
- VI. Business and Financial Report
 - a. The members that did not move from Banner to WD in January – had to go back to the members this affected and request payment on dues. Not sure if the others will respond. Payroll thought that this was a possibility, it is ALL or nothing in WD.
 - b. At LMCU – where our money market is located. We have been receiving 1 % per year. We moved to the newest MM which gives 4 % which will increase our interest payments.
 - c. Written report received – balances verified on June 10.
 - d. Motion to accept the report as written, Megan, Vicki, seconded. Motion carried.
- VII. Membership Report

- a. Continue to work with HRO regarding the most accurate information we can obtain. The seniority and departure reports – have now been compiled based on the information we receive from HRO.
- b. Now that we have the reports – please send a new membership list to all the Building Reps so that they can review who is now in their list. Rayshena will do this by end of week.
- c. December written report received – motion to accept the 12/23 report, motion by Rhonda, Katie H seconded. Motion carried.
- d. January 2024 written report – motion to accept made by Denise, seconded by Megan. Motion carried.
- e. February 2024 written report – motion to accept made by Katie, seconded by Denise, motion carried.
- f. March 2024 written report – motion to accept made by Katie, Shelby seconded, motion carried.
- g. April 2024 written report – motion to accept Denise, seconded Megan, motion carried.
- h. May 2024 written report - motion to accept Treena, seconded by Vicki, motion carried.

VIII. Communications Report

- a. Will bring this up in July our website hosting is due in August of 2024, 503.00 for a 3-year hosting – it has increased slightly in 3 years. It is now on the APSS debit card. It is set for Auto-renewal on August 16.
- b. Still going to look into Canva and share all the information with the APSS Communications Director email. Shelby attended a webinar on Canva which was very informative.

IX. Member Relations Report

- a. May was a very busy month with multiple HRO meetings. A few significant situations. One is resolved. The second situation is hopefully going to be resolved within the next few days.

X. Building Representative Reports

- a. Shelby will be moving to an AP role in July. She did contact some other PSS regarding taking over the Building Rep responsibilities.
- b. The job aide for goal setting is in the email from HRO.
- c. Will job descriptions change to reflect WD? Or would they remove references to Banner and reflect university software programs.
- d. Receiving questions regarding pay increases and reclassifications. Are there other areas with members expressing concerns. This is a large concern as we approach bargaining.
- e. We have had members working on reclass and are going through the process.
- f. Discussion regarding positions that were eliminated and then adding that work to the remaining PSS in that office.
- g. Discussion regarding C1 – C5 classifications.

XI. Old Business

- a. Swag for new probationary members – Katie thought 3d printed key chains with the APSS Logo – or other affordable swag.

XII. New Business

- a. Clifton strengths came out via email.
- b. If anyone has outstanding expenses that will hit our account – please let Katie know as she has to close our FY out.

Meeting Adjourned 12:52 p.m.