

**APSS Meeting Minutes**  
**February 13, 2025**  
**Zoom Mtg (or in person) 1203 SERVICE BLDG.**  
**12:00 p.m.**

- I. Call meeting to order 12:04 p.m.
- II. Roll Call – Katie Haynes, Brian DenUyl, Tami John, Rhonda LeMieux, Kelli Dykstra, Michelle Holstege, Treena Gilbert, Rayshena Wilson, Cheryl Bronner, Vicki Wenger, Ash Godin, Tracy London, Barb Ellis, Jenna Bench, Marisa Vredevoogd, L Dettling, Irina Grougan
  - a. Not in attendance – Nicole Brower (sick), Denise Gross (class), Kate Knopp
- III. Approval of January meeting minutes
  - a. Written minutes provided, corrections needed to roll call. Katie Haynes and Barb Ellis.
  - b. Motion to approve with the corrections to Roll Call, motion made Barb, seconded Katie, motion carried.
- IV. Presidents Report
  - a. Bargaining meetings started in January, reviewing survey and contract. Starting the list of concerns. Any questions/concerns please reach out to the committee.
  - b. Met with HR and the actuary for the DB plan. The plan is well funded and currently holding at a 5% contribution pick up,
- V. Vice President Report
  - a. No current reclassifications
  - b. No response from HR on questions
  - c. Student Appreciation week – have not been contacted yet. Next meeting will request volunteers.
- VI. Business and Financial Report
  - a. Written report received, just paid for the 1099 e filing. Was going to discuss fall luncheon refunds, and they have not hit our account yet. Waiting on Denise for follow up.
  - b. Financials approved 2.12.25 by Tami John
  - c. For our tax purposes we will want to keep our funds under 200K, please do a projection for expenses so we can keep our tax status under 200K, it will occur prior to summer dues stoppage.
  - d. No additional questions on report.
  - e. Motion to approve the report as written, Kelli Dykstra motioned, seconded Michelle Holstege – motion carried.
- VII. Membership Report

- a. Written report submitted. The revised report had the building location changes for 2 members, along with the date change.
- b. Seniority report was received from Tami John.
- c. There are several in holes in the report on location – and not pulling into the report. That will be redistributed back to the Building Reps once that is corrected. (Office information is not pulling into the report.)
- d. Membership report has a streamlined appearance with Active, Probation and RTW people. Please let Rayshena know if there are any corrections required. Don't hesitate to send information to Rayshena, it will help with cross checking HR's report.
- e. There is a person removed from RTW, as they are classified as limited PT PSS, she is not listed on the seniority report. We do not know why; we need to determine the actual position in CLAS. Tami will follow up with HR.
- f. Motion to approve the written report, motion Katie, seconded by Rhonda, motion carried.

#### VIII. Communications Report

- a. Facebook group is now up and running. Will try and make posts to engage, we are currently at 80 members in that group.
- b. Pet month for the newsletter.
- c. Blurb for FB and back in the newsletter on how to set up the notifications in WD. There is a lot of movement in all departments.

#### IX. Member Relations Report

- a. January was an active month with many different HR mtgs. There has been a number of internal postings. Once the committee decides on a candidate to interview and hire, it goes through APSS as part of the approval process. We go to bat for our internal members, which leads to a large increase in activity. Reminder if you are interviewing, go in and sell yourself and your capabilities. Discussed tips to make yourself more desirable as a candidate.

#### X. Building Representative Reports

- a. GR has been fairly quiet except for systems complaints.
- b. Marisa – sent an email to members, and they really appreciated the information.
- c. L – building rep training, started emailing Katie/Rayshena about what to look for in those reports. That may be a good “how to” review a report and what specifics to look for.
- d. Irina needs a binder and a calendar – she may need more for the members. She will let us know who needs one and where to send them.

#### XI. Old Business

#### XII. New Business

- a. New staff connections resource fair – the new dates have been received. Looking for Building reps to host or table in 2264. We would like a BR at each date. Kelli will send a sign-up genius to get volunteers.

- i. March 7
- ii. May 16
- iii. July 18
- iv. September 19
- v. November 14

No additional discussions – meeting adjourned at 12:39 pm.