

APSS Meeting
July 31, 2025
Zoom Mtg (or in person) 1203 SERVICE BLDG.
12:00 p.m.
Minutes

- I. Call meeting to order 12:05 p.m.
- II. Roll Call – Treena Gilbert, L Dettling, Marisa Vredevoogd, Cheryl Kotecki, Denise Gross, Vicki Wenger, Barb Ellis, Irina Grougan, Brian DenUyl, Rhonda LeMieux, Katie Haynes, Tami John, Michelle Holstege, Tracy London, Rayshena Wilson, Kate Knopp, Cheryl Bronner
- III. Approval of June meeting minutes – no questions or concerns raised?
 - a. Move to approve as written DG, TG seconded, and motion carried.
- IV. Presidents Report
 - a. Thank you for moving this meeting due to our bargaining schedule.
 - b. We have concluded our Bargaining. The ratification meetings will be held on September 4 in Allendale and Grand Rapids. The goal was to be finished by June, which went a little longer. The team is happy with what we were able to accomplish.
 - i. This is a great chance to reach out to members and tell them about the meetings.
 - ii. Discussed the vote being open from 4 p.m. on 9/4 until 9/5 at midnight.
 - c. Shout out to L – GV Women in Technology Panel – very exciting, role will be AI implementation, she is also a CS Grad Student.
 - d. Tami is on the AI Steering Committee – to create AI Champions in how your role can utilize AI at work. Really pushing to have a large number of PSS members as champions. Will be sending something out to all members to apply to be a champion. How is it utilized, what can you share, and can you teach others to use AI? Marisa is already using AI with security camera work in GVPD and is interested in being a champion.
 - e. Reminder performance evals occurred recently – but now this is part of your job responsibilities.
- V. Vice President Report
- VI. Business and Financial Report
 - a. Written report submitted, there were a number of bargaining lunches, there was an outstanding invoice from the luncheon that we needed to pay. We received the new APSS Tablecloth, and it looks good. Used already at the new staff orientation.
 - b. Closed out our GVSU Cost Center with multiple checks to the university. Those will show in July.

- c. Approved to renew Canva which will hit the August budget.
- d. Balances were approved on 7/30/25 by T John
- e. Motion to approve the reports RL, DG seconded – all approved, motion carried.

VII. Membership Report –

- a. RTW member plug – this is the perfect opportunity to touch base and let them know they can vote if they are a member. We can let them know the total cost of dues.
- b. Cheryl K – has a couple that are finished with probation, and one just joined. By sending the reminders, it helps because as a new employee they take on a lot of information.
- c. OMNI PSS – are they under Cheryl or Irina, any regional PSS is under Irina. Cheryl sends an email with a digital copy of the information.
- d. RTW do not have ability to see ratification information until the contract is approved, so do not send them documents if they are not members.
- e. Updated building location on one new staff, still missing addresses of offices.
- f. Motion to approve KH, DG seconded, motion carried.

VIII. Communications Report

IX. Member Relations Report

- a. July – finished up bargaining.

X. Building Representative Reports

- a. DG – nothing to report, but a new probationary employee is becoming a member.
- b. TC GVSU Regional Center is also moving to a new location/building in Traverse City – Northwestern Michigan Community College we will be renting from them.
- c. Treena – With Blue Dot, how will the moves be handled, WGVU will go to multiple locations, Development will be to CHS.

XI. Old Business

- a. New Staff Orientation – we are only part of the fair; we are not presenting at those events. The next one may be busy because of new faculty and staff hires. Ash and Denise are signed up to table, please sign up. 11/14 Marisa is registered, so please register if you have not done so. KH – they have been giving numbers (and will hopefully continue)

XII. New Business

- a. L made an awesome template/guide for building reps. Please share it with all the Bldg. Reps, so they can provide feedback. It was an awesome layout, if there is something that needs to be added, please let L know.
- b. Fall luncheon – dates on reserve – GRR Friday, 10/10 or Thursday 10/16. Do we want to keep to tradition for the 2nd Thursday? It was already booked during Fall Break? The 16th is right before Fall Break. A save the date will be coming out in August.

- c. Discussion of proposing an increase in wage to the Member Relations and President Role. Rhonda and I will not be in this role forever, so to assist with recruiting of future officers – we would like to propose this at the October luncheon.