

**APSS Meeting**  
**January 8, 2026**  
**Zoom Mtg (or in person) 1203 SERVICE BLDG.**  
**12:00 p.m.**  
Minutes

- I. Call meeting to order 12:02 p.m.
- II. Roll Call – Rayshena Wilson, Kelli Dykstra, Katie Haynes, Tami John, Brian DenUyl, Rhonda LeMieux, Marisa Vredevoogd, Tracy London, Vici Wenger, Treena Gilbert, Irina Grougan, Barb Ellis, Denise Gross, Nicole Brower, Jenna Bench, L Dettling, Kate Knopp, Cheryl Bronner, Cheryl Kotecki
- III. Approval of November meeting minutes – no changes or discussion, motion made to approve as written. Motion made and carried.
- IV. Presidents Report
- V. Vice President Report
  - a. Meeting with HR, working on reclassifications.
  - b. If anyone needs calendars, please let Brian D or Tami J know. Tami will have the students deliver them if necessary.
- VI. Business and Financial Report
  - a. November report – Calendars expense
  - b. December report – paid the officers and website domain renewal.
  - c. November financials approved 12/17/25.
  - d. December financials approved 1/6/26.
  - e. Motion to approve the November financials as presented, motion seconded and carried.
  - f. Motion to approve the December financials as presented, motion seconded and carried.
- VII. Membership Report
  - a. Written report for November and December received. Please let Rayshena know if there are new members, or corrections. November total voting should be 298, and total 329, December would move to 301 with the total 329 in classification.
    - i. We are missing updates from October – November, RW will work on getting those and updating and resending the report.
    - ii. We broke the 300 mark, there are also 2 new positions posted after break. The numbers are moving in the correct direction.
    - iii. We will wait for corrections and then approve the reports in February.
    - iv. Is there a good way to identify if the building rep changes due to the moves that occur on campus? Is there a section on the report where we can identify that change? RW – we would record that in the database.

- v. May be beneficial to send an updated list to each rep once the moves are completed.
- vi. With Blue Dot at EC – every department will be moved by end of Winter 2026 semester. Tami has a list of moves from FP, Ash will be in EC, with no members – so there may be some changes. One thought would be for Ash to take over Rayshena’s membership list. Once the final list is received, Tami and Rayshena will work on getting updated lists to the representatives.
- vii. May also add a page to the Membership report to reflect the changes.

VIII. Communications Report

- a. January Newsletter will be out Monday.

IX. Member Relations Report

- a. Meeting with HRO on staff issues, and bi-monthly meetings.

X. Building Representative Reports

- a. CK – will be retiring in February. Will need a new building rep! Congratulations Cheryl!!!
- b. CB will be changing floors in STU due to construction. Records/Registration will be moving to the 3<sup>rd</sup> floor, and Admissions will be moving to the 1<sup>st</sup> floor. Most of the staff are working remotely. The records assistants are all taking a day in the office to accommodate student needs.
- c. Question regarding ESTA and not using it as retaliation for absences. The 72 hours of ESTA cannot be used to address usage, however, after the 72 hours if it is continual – that can lead to discipline. There is an expectation of reasonable attendance.
- d. In meeting minutes – has there been an update in how we can see ESTA hours – it should be visible; it should default to ESTA unless you request others. In workday it doesn’t default – so recommending adding it into the comments if you are not using ESTA.
- e. Maybe we need to communicate to the members how to request an absence HOW should they do this – as a helpful tip to our members.
- f. Kelli and Katie will work together to do communication for the members.

XI. Old Business

XII. New Business

- a. 2026 Fall Luncheon – we will be starting a luncheon committee. In the newsletter we will be asking members that are interested in joining that committee. Many are asking how to get involved in the union – this is a great way to start that process. Thought about having it become an event committee to start promoting the group/ maybe 2 events? How many members are we looking to have? They could assist with the New Employee Orientation, Student Appreciation, KH – feels that building reps should continue to do the new employee orientation. CB – would

like to be a member of that committee but also understands the desire for non-building reps to be included in the committee. CB would like to email members and let them know what to look for in the newsletter.

- b. Next new staff orientation – there may not be any PSS there – they wanted them set up by 12:30 and attendees came at 1. L is signed up for the January – but will need an additional person to assist.

Meeting Adjourned at 1:00 p.m.