

**MINUTES
of the
September 9, 2003
Executive Board Meeting**

Call to Order:

- Meeting called to order by President Lenny Govoni at 11:17am in the Holden Hall Hunt Club room.
- The following Officers and Directors were present –
 - Dan Chegwidden, Rick Church, Chas Cloutier, Michael Gardner, Joe Garza, Lenny Govoni, Jim Hensley, Richard Moore, Bob Nowicki, John Phillipich, Troy Robertson, Sara Siebert, Gavin Smith, Deborah Sudduth, Andrew Verhage.
- Guests – Dan Hankins, Jayne Flanigan, Diane Mayers, Sue Titus.

Approve Agenda:

- The following items were added to Unfinished Business –
 - Office Copier
 - APSA Retirees
- Motion made by Lenny, which was seconded and approved, to approve the agenda.

Report of Officers:

President (Lenny Govoni)

- There have not been any dinners with President McPherson recently due to him being out of the country.
- MSU Governmental Affairs office still unsure of the status of State of Michigan appropriations.
- Additional departmental budget cuts of 5% could be possible.
- Personnel office recently sent a letter to Deans, Directors and Chairpersons that they are in the process of updating their files to include required licensing certificates and information on post-secondary degrees. Discussion followed.

VP for Contract Negotiations (Dan Chegwidden)

- The first contract negotiation session was held on August 26th consisted of an exchange of documents which indicated preliminary wants and wishes. Ground rules were established, including no announcements to the media and “no changes” after the September 16th meeting.
- Question asked about whether or not our newsletter is considered a media publication – it is not.
- Dan asked at what point do we share our wants and wishes with the membership? He indicated he is at odds with our legal counsel on this issue. In the past we have communicated general themes to the membership rather than specific items.

VP for Contract Negotiations - continued

Much discussion followed. Dan Hankins commented that he doesn't have a problem with sharing information with the membership. Dan Chegwidden asked that we take some time during the retreat to decide the specifics of which issues we will convey to the membership and the method used to communicate them. The next negotiation session is scheduled for September 16th.

VP Contract Administration (Jim Hensley)

- Jim reviewed the grievance report, a copy of which was provided to each Board member. Summary as follows –
 - 02-01 – final settlement has been reached
 - 02-05 – final settlement has been reached
 - 02-06 – close to reaching a settlement
 - 03-03 – still waiting for a Step III date to be set
 - 03-04 – recommends this go to arbitration. Lenny made a motion to take it to arbitration. Motion seconded, and then approved.
- Reviewed the special conference that took place involving one of the support services departments on campus and also safety issues.
- Recently there have been numerous “new contacts” by members regarding a wide range of issues.
- Jim feels there is too much hostility in various work environments across the campus.

Treasurer (Andrew Verhage)

- Drew reviewed the July financial reports, a copy of which was provided to each Board member. Not much money spent in July.
 - Balance as of 07/31/03 was \$228,720.09

Membership Secretary (Deborah Sudduth)

- Deborah reviewed the July 2003 membership report, a copy of which was presented to each Board member.
 - 908 on the APSA roster
 - Twelve (12) month average is 908.
 - Reminder about the New Member Orientation scheduled for Tuesday, October 21 in the University Club Shabui room. All Board members are invited to attend.

Corresponding Secretary (Chas Cloutier)

- Chas is preparing the next newsletter which will be mailed out around the beginning of October.

Recording Secretary (Gavin Smith)

- Nothing to report.
- Corrections to the August 2003 minutes –
 - Report from Lenny regarding the Employee Assistance Program – acronym is EAP, not EAAP.
 - Regarding the motion made by Deborah Sudduth was to approve our legal counsel (not council) going to arbitration
- Motion was made by Govoni, seconded, and approved to accept the corrected Executive Board meeting minutes of August 2003.

Members Privilege:

No comments

Standing Committee Reports:

- Bylaws – no report.
- Finance – no report.
- Grievance – no further report.

University Committee Reports:

- Anti-Discrimination Judicial Board (Deborah Sudduth) – no report.
- All-University Traffic Committee (Mike Gardner) – no report.
- Distinguished Staff Awards (Joe Garza) – no report.

Unfinished Business:

- Deborah provided the additional information regarding the purchase of a new copier –
 - Both companies will take our existing copier as a trade-in.
 - Document feeder is the difference in price between the two existing quotes.
 - Will provide further information at the next Board meeting.
- Deborah reported on her discussion with Barbara Harrison-King about hiring Barbara to help organize files in the APSA office. Discussion followed about the budget for his project. Joe Garza made a motion to establish a not to exceed budget of \$2,000 – motion seconded, and approved. A contract will be drawn up with Barbara.

New Business:

- Lenny commented that the main focus of the APSA Board retreat, which takes place today after a short recess for lunch, is reviewing the newly revise bylaws.
- Gavin asked for an update on the APSA retirees issue. Lenny indicated we would discuss as part of the bylaw review.

Adjournment:

- Meeting adjourned at 12:46 pm.
- The next Executive Board meeting is scheduled for Tuesday, October 14 in the Holden Hall Hunt Club room.