

**MINUTES of the  
ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION**

**Executive Board Meeting, Tuesday, April 10, 2007**

Call to Order:

Meeting called to order by APSA President Govoni, at 12:09 pm in the Holden Hall Hunt Club Room.

The following Officers and Directors were present –

- Dan Chegwiddden, Kathleen Deneau, Michael Gardner, Joe Garza, Lenny Govoni, Jim Hensley, Sue Hopper, Diane Mayers, Richard Moore, Bob Nowicki, John Phillipich, Troy Robertson, Sara Siebert and Andrew Verhage.

The following Counsel was present

- Dan Hankins

Three APSA members were present

Review/Approve Minutes:

- March minutes approved as submitted.

Report of Officers:

President (Lenny Govoni)

- Thursday April 19, 2007 APSA Semi-Annual meeting to be held at Breslin Center; rooms B, C and D.
  - Govoni announced there will be a ballot vote on all contested APSA Executive board positions.
  - Script has been written; envelopes ordered.
  - Ballots due April 26, 2007
- Govoni reiterated actual Health care cost experienced was less than anticipated therefore APSA members can expect a raise increase between 2.50 and 2.75 in October 2008.

VP for Contract Negotiations (Dan Chegwiddden)

- A copy of the "APSA Negotiation Issues" compiled results was distributed to each board member present.
- Contract Negotiations team and counsel met prior to Board meeting to review how best to move forward on negotiation items submitted by members.
- Dan Hankins discussed negotiations item "Association Recognition" stating several individuals have expressed desire to join APSA.

VP for Contract Administration (Jim Hensley)

- Report submitted; review of the April 10, 2007 APSA grievance report, a copy of which was provided to each Board member present.
- Contact 8 reviewed: members unaware they could request representation when interviewed about involvement in sexual harassment charge.
- Contact 10 reviewed: member accepted demotion in job title, not in salary.

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- Contact 11 reviewed: concerns that overtime is not being paid; recent email stated overtime pay will be issued within two weeks.
- Grievance 07-01; 07-04; 07-05; 07-06 reviewed.
  - Motion made by Jim Hensley to move grievance number 07-01 to arbitration; seconded by John Phillipich. Motion passed unanimously.
  - Motion made by Sara Siebert to move grievance number 07-04 to arbitration; seconded by John Phillipich. Motion passed unanimously.
  - Motion made by Jim Hensley to move grievance number 07-05 sealed agreement to arbitration; seconded by John Phillipich. Motion passed unanimously.
  - Motion made by Jim Hensley to move grievance number 07-06 to arbitration; seconded by John Phillipich. Motion passed unanimously.

Treasurer (Andrew Verhage)

- Verhage reviewed February 2007 financial report, a copy of which was provided to each Board member present.
- Balance of 2/28/07 was \$222,741.15
- Treasurer's report will be filed for audit.
- External audit completed; copy of report was provided to each Board member present.
  - Finding of external audit will be reviewed at Semi-Annual Meeting on April 19, 2007.
- HTRC monthly rent increase from \$576.56 to \$590.45 per month.

Recording Secretary (Kathleen Deneau)

- No report.

Corresponding Secretary (Troy Robertson)

- APSA Election at Semi-Annual meeting on Thursday April 19, 2007.
- Govoni to bring ballots to meeting
  - Robertson will mail out ballots after April 19, 2007 meeting.

Membership Secretary (Diane Mayers -Acting)

- Reviewed the February 2007 membership reports, copies of which were provided to each Board member present.
- Total count on Roster – 959

Members Privilege:

- None

Negotiations:

- No report

Standing Committee Reports:

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

University Committee Reports:

All-University Traffic Committee

- Final presentation to Dr. Poston scheduled for Thursday April 19, 2007  
Hannah Administration Building – Room 443A @ 3 PM

Unfinished Business:

- None

New Business:

- Dan Chegwidden recommended we suspend holding Executive APSA Board meetings for the summer months at Kellogg Center until personnel issues have been resolved for APSA members working at the Kellogg Center.
  - Motion made by Sara Siebert to provide investigative authority to Joe Garza and Dan Chegwidden regarding moving summer monthly meeting location from Kellogg Center to International Center, seconded by John Phillipich.
  - President Govoni to write letter to Kellogg Center management informing them of this decision by the board.
- Motion made by Troy Robertson to appoint Toya Pruitt to APSA election committee; seconded by Dan Chegwidden, motion passed unanimously.

Announcements:

- The next Board meeting is scheduled for 12:00 pm Tuesday, May 8, 2007  
location to be determined.

Adjournment:

- Motion made by Sue Hopper to adjourn the meeting and was seconded by Jim Hensley. Motion carried and the meeting was adjourned at 1:27 pm.