

Administrative Professional Association

Meeting Minutes

05/13/08

Board Action	
I. Call to Order By Leo Sell @ 2:11 pm	
A. Attendance - Jean Chisnell, Ramiro Gonzales, Ann Hancock, Maurice Koffman, Sean Leahy, Vivian Leung, Gary Mell, Sharon Nichols, Deb Porter, Cynthia Schneider, Leo Sell, Vikki Tormala, Rachel Zakhem and John VanDyken, UniServ Director.	
B. Board Members Excused: None	
C. Association Members Present: Danny Layne	
II. Approval of Agenda	
Moved by Deb Porter/Seconded by Sean Leahy	Agenda approved unanimously
III. Approval of Minutes	
Motion made by Ramiro Gonzales/Seconded by Deb Porter to approve the April minutes as proposed.	Minutes approved unanimously
IV. Election of Executive Board Officers	
Proceedings were turned over to Cynthia Schneider, Vice Chair for Chairperson election only.	
Nominations for Chairperson: Sharon Nichols nominated Maurice Koffman; Leo Sell self nominated. Ballots were cast; counted by Cynthia Schneider and John VanDyken. Chairperson Results: Maurice Koffman – 10 votes Leo Sell – 3 votes	Chairperson Elected: Maurice Koffman
Nominations for Vice-Chairperson: Vikki Tormala nominated Cynthia Schneider. There were no other nominations. Vice-Chairperson Results: Cynthia Schneider	Vice-Chairperson Elected: Cynthia Schneider
Nominations for Treasurer: Deb Porter nominated Sharon Nichols. There were no other nominations. Treasurer Results: Sharon Nichols	Treasurer Elected: Sharon Nichols
Nominations for Secretary: Sharon Nichols nominated Deb Porter. There were no other nominations. Secretary Results: Deb Porter	Secretary Elected: Deb Porter
Mr. Layne recognized by Vice Chair Schneider during the request for Chairperson nominations. Per the APA Constitution & Bylaws, Mr. Layne was informed that he was not permitted to make a nomination. Officer nominations and votes are made by and cast by the elected executive board only.	
Moved to go into Executive Session at 2:26 pm to discuss Legal Issues	
Moved back into Session at 2:52 pm	

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V. Reports	
A. President	
1. Received an election challenge by Mr. Layne on behalf of the APA Watch Group. 2. Remaining report attached.	Election Committee will contact all parties and schedule a hearing.
B. Treasurer	
1. Audit has been completed covering books from 9/1/2006 to 8/31/2007 by Charles Poor & Associates 2. 06/07 taxes have been reported to the proper authorities.	
C. Committee	
1. Election Committee Results: a. 1 Year Board Seat (3 seats were available) Ramiro Gonzales (266 votes) Vivian Leung (266 votes) Gary Mell (252 votes) b. 3 Year Board Seat (4 seats were available) Ann Hancock (324 votes) Maurice Koffman (324 votes) Sharon Nichols (305 votes) Sean Leahy (304 votes) c. 1 Year Delegate (3 seats were available) Vivian Leung (284 votes) Ramiro Gonzales (274 votes) Michele Hicks (269 votes) d. 3 Year Delegate (4 seats were available) Ann Hancock (357 votes) Maurice Koffman (353 votes) Sharon Nichols (353 votes) Sean Leahy (338 votes)	
D. Uniserv Report	
1. Information regarding the Healthcare/Same Sex Benefits and where it stands in the court system. 2. The Contract is on its way to the printers. There will be a limited number in print so members wishing for a paper copy can request one. Contract will also be on line.	2. Contract at printers

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3. Mr. VanDyken will be on vacation the end of May.	
VI. New Business	
<p>1. MEA 8th Annual Scholarship Fund Golf Outing Discussion regarding support of this event. Scholarships are given at the MEA Spring RA. Usually there are 3 or 4 scholarship recipients who attend MSU. Decided this is a good return for the \$125 hole sponsorship.</p> <p>2. Board Training. Mr. VanDyken proposed continued board training after the Executive Board meeting starting next month. Training should only be for about 2 hours and can be done in 2 sessions.</p> <p>3. Area Rep Training. It was also suggested the same Board Training would be good for Area Rep training when we get area reps in place.</p>	<p>1. Decided to sponsor one (1) hole at \$125. Treasurer to write check.</p> <p>2. Will put notice on the Listserv as well as the Newsletter so membership can participate if they choose.</p> <p>3. Chair is going to email board members to coordinate Board Training.</p>
VII. Old Business	
<p>1. Membership engagement and recruitment on going.</p> <p>2. Communications efforts on going.</p>	
VII. Member Comments/Concerns	
Danny Layne voiced a list concerns to the board.	
Moved to go into Executive Session at 3:45 pm to discussing the Transition	
Moved out of Executive Session at 4:30 pm	
X. Adjournment 4:35 pm	
Moved by Sharon/seconded by Jean	
XI. Next Board Meeting	
June 10, 2008 @ 2 PM.	