

**Administrative Professional Association**

Minutes of Meeting  
Tuesday, February 13, 2018  
2:00 PM

*Members Present: Sue Brandt; Carol Graysmith; Maurice Koffman; Erik Maillard; Martin McDonough; Erica Phillipich; Deb Porter; Todd Ring; Leo Sell; Dennis Seybert; Jen Shangraw; Kandy Slack; Melanie Waltz*

**CALL TO ORDER**

Maury Koffman called the meeting to order.

**APPROVAL OF AGENDA**

**Agenda of February 13, 2018 Meeting**

Todd Ring moved that the agenda for February 13, 2018, be approved as distributed. The motion was seconded by Carol Graysmith and was approved.

**APPROVAL OF MEETING MINUTES**

**Minutes of December 12, 2017 Meeting**

Kandy Slack moved that the minutes of the meeting of December 12, 2017, be approved as distributed. The motion was seconded by Todd Ring and was approved.

**Minutes of January 23, 2018 Meeting**

Leo Sell moved that the minutes of the meeting of January 23, 2018, be approved as distributed. The motion was seconded by Deb Porter and was approved.

**Official Guest(s)**

**Presidents Report**

Maury Koffman presented his report with discussion occurring regarding member issues, meetings and announcements.

**Treasurers Report**

Erica Phillipich presented the monthly treasurers report and informed the board of the purchase of Vote Net software used for the upcoming election.

**Committee Reports**

Communications/Public Relations – Sue Brandt and Jen Shangraw updated the board of the website review and board bios.

Community Bases Events – Dennis Seybert updated the board on the Starry Night event. Discussion occurred around its success, how we could make the next one better and how pleased everyone was with the catering.

Legislative – Erik Maillard informed the board that the next meeting would be next week.

Membership – Dennis Seybert updated the board of the upcoming new member meetings.

### **UniServ Report**

Melanie Waltz presented the UniServ report including Grievances, Outreach/Training, Joint Health Committee Coalition (JHCC), Workers Comp/FMLA and member issues.

### **MEMBER QUESTIONS, COMMENTS, AND CONCERNS BUSINESS AND DISCUSSION ITEMS**

#### **Joint Health Committee Coalition (JHCC) Update**

Maury Koffman updated the board regarding the Diabetes Mandate and the CVS agreement.

#### **APA 2018 Nominations and Elections Committee Updates**

Sue Brandt updated the board regarding the committees meeting and the addition of 2018 Election Information tab on the APA website.

#### **APA Town Halls on Nasser Related Campus Concerns**

Maury Koffman informed the board of member views and concerns regarding the Nasser issue. Discussion occurred regarding the union's response and what support we could provide to our members and the university. Many suggestions included wearing teal ribbons, representing support for Nasser's victims and anyone who has suffered from sexual assault.

**Todd Ring moved to purchase and provide teal ribbons members and the community. The motion was seconded by Leo Sell and was approved.**

#### **MEA Bargaining Conference Reflections**

Martin McDonough shared his thoughts of the Bargaining Conference and the workshops he attended. He recommended the conference to board members interested in attending next year.

### **ANNOUNCEMENTS**

**APA Town Halls on Nasser Related Campus Concerns**

**February 13, 2018**

**5:15pm to 6:16pm in room 300 Human Ecology**

**Upcoming Board Meetings:**

**March 6, 2018 at APA Office**

**April 10, 2018 at MEA Headquarters**

**Upcoming MEA Meetings:**

**MEA Executive Committee – Friday, February 23, 2018**

**MEA Board of Directors – Friday, March 2, 2018**

**MEA Region 8 Meeting: Wednesday, March 21, 2018 at MEA Headquarters**

**ADJOURNMENT**

**Jen Shangraw moved to adjourn. The motion was seconded by Eric Maillard and was approved. Meeting was adjourned.**

**8H Coordinating Council**

Meeting minutes are respectfully submitted by,

Deb Porter