

MSU Administrative Professional Association MEA/NEA  
Minutes of Executive Board Meeting  
Virtual Meeting  
April 13<sup>th</sup>, 2021  
2:00 PM

**APA Board Present:** Jared Andrews, Darius Bradley, Sue Brandt, Jim Brinker, Tonya Jamison, Heather Litts, Jamie Lynn Marks, Martin McDonough, Nicole Proctor-Kanyama, Todd Ring, Leo Sell, Kandy Slack.

**Excused:** Pat Hampton, Jeremy Romel, Tim Woods

**MEA Staff Present:** Shannon Alston

**General Members Present:** 23 members attended via Zoom webinar.

**CALL TO ORDER**

Martin McDonough called the meeting to order and conducted a roll call of the board.

**Welcome and Introduction**

Welcome to all members attending this Zoom webinar!

**Approval of Agenda**

Jim Brinker moved to approve the agenda with flexibility. Motion seconded by Tonya Jamison and carried.

**Approval of Meeting Minutes**

Minutes of March 9<sup>th</sup>. Todd Ring moved to approve the minutes as distributed. Motion seconded by Kandy Slack and carried.

**REPORTS**

**President's Report**

Martin McDonough presented his president's report with discussion regarding member issues, meetings, and events. The report was distributed to the board electronically. Martin attended several NEA conferences this month. Healthcare negotiations are ongoing.

**Vice President's Report**

Pat Hampton provided her report to the board electronically. Pat is excused this month. Martin McDonough presented Elbony Hawkins, Tiffany Norwood, John Resotko, Kasey Wilson, and Kristina Wilson for board concurrence as Area Representatives. Motion for concurrence made by Todd Ring and Seconded by Darius Bradley. Motion Carried.

### **Treasurer's Report**

Sue Brandt provided her report with updated financial statements as of March 31, 2021. The report was distributed to the board electronically.

### **MEA Uniserv Report**

Shannon Alston presented her report with discussion regarding outreach/training, organizing, and member issues. The report was provided to the board electronically. Shannon presented several times at MEA/ NEA conferences over the last several months. MEA Financial services will conduct a training for members on May 4<sup>th</sup>. A new monthly series of trainings on MEA/ NEA member benefits will be held over the next several months. Additional trainings on money savings benefits of MEA/ NEA membership will be held for potential members. These trainings will be paid for with our MEA BFCL grant.

### **Committee Reports**

**Membership** – Kandy Slack presented a membership update including group and one-to-one member orientations. The report was provided to the board electronically. Kandy reported membership is holding steady. So far, there are 15 new hires this month. Total number of active members is 1915. Kandy is holding virtual group and one-on-one new member orientations. Kandy also attended 3 virtual NEA conferences over the last month. Recent events include APA Virtual Story Time, MYK How to Ask For a Raise, and the community engagement event for Holmes and Fee halls. Upcoming events include a community engagement for IPF and South Neighborhood on April 20<sup>th</sup> at noon.

**Community Based Events** – The committee is working with MEA and NEA to present an event on human trafficking.

**Communications** – Darius Bradley reported the committee has been working on an APA Facebook group, which now is up to 82 members. The next newsletter will be available in the next week. Articles are due by the end of this week. A new calendar for the APA website is in the works to provide clear information about all upcoming events.

**Legislative** – Tonya Jamison shared that many municipalities have upcoming elections on May 4<sup>th</sup>, 2021. Tonya provided the Michigan Secretary of State link in the chat to members attending. Discussion regarding the ability to be added to the Michigan permanent absentee list.

Applications are required for absentee voting.

[https://www.michigan.gov/sos/0,4670,7-127-1633\\_101996---,00.html](https://www.michigan.gov/sos/0,4670,7-127-1633_101996---,00.html)

<https://mvic.sos.state.mi.us/AVApplication/Index>

**Elections** – Heather Litts reported that APA 2021 elections closed on March 25<sup>th</sup> at 5pm. Heather presented the results of the election, and results were provided to members and the board electronically. The committee recommended write-in candidates be offered alternate seats based on highest number of votes cast. Leo Sell moved to accept the report of the election committee

and the results including the recommendation for alternates. Motion seconded by Darius Bradley and carried.

Grievance – Martin McDonough presented an update on grievances in progress. The report was provided to the board electronically.

Finance –All business covered by Treasurer’s report.

D.E.I. – No Report.

### **Professional Trainings and Conferences**

Kandy attended the NEA Higher Education Conference, Leadership Summit, and ESP Conference in March and presented her reflection. Martin McDonough and Shannon Alston also attended these trainings. Shannon Alston commented on the use of digital media for member engagement. Martin McDonough shared his report with the board electronically.

### **MEMBER QUESTIONS, COMMENTS, AND CONCERNS**

Members could submit questions via the Zoom Q and A section or raise their hand to ask a question. Questions answered by the board and UniServ director regarding recent member surveys on healthcare and furloughs, RHS bonus jobs, and parking fees.

### **BUSINESS AND DISCUSSION ITEMS**

#### **Board Opening**

Tim Woods stepped down from the executive board effective March 31<sup>st</sup>, 2021.

#### **Officer Election Coming in May**

President and Treasurer election will be held at our next meeting.

#### **JHCC Update**

Shannon Alston reported that wage and healthcare bargaining are under way.

#### **MEA RA Delegation Registration**

Martin McDonough asked all delegates to complete registration. Shannon Alston and Kandy Slack reiterated the need for all delegates to participate for the voice of our membership to be heard.

**ANNOUNCEMENTS**

**Upcoming APA Executive Board Meeting**

May 11, 2021 2pm Virtual Meeting

**Upcoming MEA Events**

May 19, 6 p.m., Region 8 Council Virtual Meeting

April 23, 5:30 PM – 9:00PM and April 24, 9:30am – 3:00PM MEA Virtual Spring Representative Assembly

**Upcoming NEA Events**

June 30-July 3, 2021, NEA Virtual Representative Assembly

**Executive Session**

Jim Brinker moved to enter executive session to discuss bargaining strategy. Motion seconded by Todd Ring and carried. Motion to rise and report by Sue Brandt and seconded by Jamie Lynn Marks. Motion Carried.

**Adjournment**

Jared Andrews moved to adjourn. Motion seconded by Jim Brinker and carried.

Meeting minutes are respectfully submitted by Jared Andrews.