

MSU Administrative Professional Association MEA/NEA  
Minutes of Executive Board Meeting  
Virtual Meeting  
June 7<sup>th</sup>, 2022  
2:00 PM

**APA Board Present:** Jared Andrews, Darius Bradley, Sue Brandt, Jim Brinker, Becky Jo Farrington, Patricia Hampton, Gerlind Kiupel, Heather Litts, , Martin McDonough, Nicole Proctor-Kanyama, **Todd Ring**, Jeremy Romel, **Leo Sell**, Kandy Slack.

**APA Board Excused:**

**MEA Staff Present:**

**Call to Order**

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

**Welcome and Introduction**

Approximately sixteen general members attended virtually.

**Approval Of Agenda**

Jim Brinker moved to approve the agenda with flexibility. Motion seconded by Jeremy Romel and approved.

**Approval of Meeting Minutes**

Minutes of May 10th, 2022, presented to board. Kandy Slack moved to approve the minutes. Seconded by Jim Brinker. Motion approved.

**Official Guest(s) – None**

**REPORTS**

**President's Report**

Report presented to the board electronically. Discussion regarding bringing additional positions into the APA. Discussion regarding communicating with the Board of Trustees on the topic of high turnover of university positions. Discussion regarding equity raises and employee retention. Discussion regarding probationary and trial periods.

**Vice President's Report**

Report presented to the board electronically. ARs are working to promote community engagement through upcoming virtual and in-person events.

**Treasurer's Report**

Sue Brandt presented the May financial statement to the board. Sue reported ALG has completed the financial review.

**UniServ Director Report**

Shannon Alston is excused today.

**Committee Reports**

Membership – Kandy Slack presented the membership reports and discussed recent and upcoming events and training. So far there is a record number of 53 new hires for June. Group and one-to-one new member orientations are ongoing. Lugnuts game for member appreciation on July 23<sup>rd</sup> with fireworks.

Community Based Events – The committee is meeting jointly with the membership committee to coordinate the Lugnuts game for member appreciation. The committee is also exploring participation in a football tailgate event on September 24<sup>th</sup>.

Communications – Darius Bradley reported the updates to the website should be available for review at the July board meeting. The new site will incorporate a login to allow for differentiation between members and non-members. They hope to also provide a testimonial section. There was an opportunity for members to provide their testimonials at the engagement event on May 18<sup>th</sup>. Darius has also been working with MEA organizers on website updates.

Legislative – No update. Chairperson position is vacant currently.

Elections – No update.

Grievance – Discussion regarding the need for special conferences vs grievances. One new grievance filed this month.

Finance Committee – The committee is working on a policy and procedure surrounding recruiting for donations and disbursement of prizes. Planning will begin soon for the 2022-2023 budget and the committee will be seeking input on funding requests. The committee will host an input session on June 15<sup>th</sup> from 12-12:45. RSVP to Sue to attend.

Diversity Equity and Inclusion – Jeremy Romel wished everyone a happy pride month and noted a Juneteenth celebration will take place at the Breslin center on June 19<sup>th</sup>. Several heritage and awareness months take place in May including men's health awareness. Jeremy Romel brought forth Mary Paiz to be added to the committee.

Region 8H PAC Chair – Discussion regarding scheduling member forums to listen to MSU Board of Trustee candidates. Dues money is never used to support political action.

**Professional Trainings / Conferences**

A training on Robert's Rules of Order was held for APA.

**Member Questions, Comments and Concerns**

Members had the opportunity to ask questions.

**BUSINESS AND DISCUSSION ITEMS**

**Old Business**

**New Business**

**APA Policy on Obtaining Sponsorship/Donations**

Sue Brandt moved on behalf of the finance committee, the policy on solicitation of donation or sponsorship. The policy and SOP were provided to the board electronically. Motion carried.

Kandy Slack, Jim Brinker, and Jared Andrews abstained.

Jim Brinker commented on the ability to have more time to review documents prior to meetings.

**Appointment of Finance Committee**

Martin McDonough presented Sue Brandt (chair), Jamie Lynn Marks, Becky Jo Farrington, Erin West, and Cindy Helms as the finance committee for 2022-2023. Motion carried.

**Return to In-Person Executive Board Meetings**

No Update

**JHCC**

The committee is continuing to meet following the last round of bargaining. Committee meetings are every two weeks.

**Strategic Retreat Planning**

Next session will be hybrid June 16<sup>th</sup> at the MEA office.

**ANNOUNCEMENTS**

**Upcoming APA Executive Board Meeting (Virtual)**

July 12, 2022, 2pm

**Upcoming MEA Events**

**Upcoming NEA Events**

July 2-6, 2022, NEA Representative Assembly (RA) Chicago, IL, hybrid

**Upcoming National Council of Urban Education Associations (NCUEA) Events**

June 27 – June 30 NCUEA Summer Conference – Chicago – In person (Precedes NEA RA)

**Adjournment**

Kandy Slack moved to adjourn. Motion seconded by Jim Brinker and carried.

**8H Coordinating Council**

Meeting minutes are respectfully submitted by Jared Andrews