

**MSU Administrative Professional Association MEA/NEA
Executive Board Meeting Minutes
July 14, 2009**

Board Members Present: Nick Bourland, Jean Chisnell, Maurice Koffman, Sean Leahy, Vivian Leung, Sharon Nichols, Debra Porter, Cynthia Schneider, Leo Sell, Ann Hancock; MEA Staff, John VanDyken

Board Members Excused: Rachel Zakhem, Vikki Tormala

1. **CALL TO ORDER** – 2:05pm by Maurice Koffman
 - a. Welcome and introduction of members attending - Danny Layne GSRI, Aaron Ledger
 - b. Approval of agenda –Moved by Leo Sell Supported by Nick Borland, motion passed.
 - c. Approval of minutes – moved by Deb supported by Vivian – motion passed
 - d. Official guest(s) –Danny Layne GSRI, Aaron Ledger

2. **REPORTS**
 - a. President – included in handout packet. Straightlined Financial service available to our members for financial investment decisions (Sanctioned by MSU) brought to board attention by Maury and Leo. Brief discussion on healthcare meetings. Announcement: Maury was successfully elected to the NEA Board of Directors At Large ESP Seat. Reiterated importance and impact this has on our local at the national level. Provided report on the training and development that APA members have been utilizing. Report concluded at 2:15pm.
 - b. Treasurer – Passed out updated budget through June 2009. Budget was stated as being accurate and on target for fiscal year. Please indicate any desired budget changes to Sharon. Report concluded at 2:20pm.
 - c. Committee Reports – None.
 - d. UniServ Report – Report handed out via John. Discussed the progress of the healthcare coalition bargaining teams. Report was Concluded at 2:30pm.

3. **MEMBER COMMENTS AND CONCERNS** – Danny Layne – brought up concerns regarding the stipend mentioned in the APA Budget. Asked question regarding healthcare agreement ratification, and potential timeline. Supreme Court Case number 138222 question raised.
 - a. 2009 APA election results challenge presentation
 - i. Presented at 3pm by Danny Layne – Began at 3:05pm concluded at 3:18pm.

4. **BUSINESS AND DISCUSSION ITEMS**
 - a. SPARKS recap and APA SPARKS update – 5 people attended SPARKS Hi ED retreat. Nick Borland spoke on experience of the SPARKS program. Noted the quality of the structure, networking, and educational opportunities. Nick stated that the content could have been more pertinent but was still worth while and could see a direct adaptation for the APA. Aaron Ledger commented that SPARKS was very educational experience. Aaron stated they learned new ways to deal with scenarios and hypothetical situations. After the training Aaron has stated that he has learned the importance of our affiliation with the MEA. – 2:50pm
 - b. Overview of formal and informal layoff process – Formal/Informal process sheet

provided to e-Board in meeting packet for reference and guidelines for members who experience a layoff.

c. Health care update – Meeting of All CLO e-Baords on July 22nd 2009 at the MEA Board Room.

d. Annual APA member meeting discussion – October 13th, 2009 at MSU International Center 12pm (noon) to 1pm.

e. Use of MSU email for union matters – Motion by Leo to table discussion item until the end of the Election Challenge by Danny Layne not to exceed 30 minutes supported by Deb Porter. Motion Passed 3:03pm

f. Set September monthly meeting – Set for September 15th, 2009

5. ANNOUNCEMENTS

a. MEA Summer Leadership Conference July 28-30 in Saginaw

b. August monthly meeting will take place on August 11th, 2009.

6. **EXECUTIVE SESSION** – Moved by Leo Sell to enter executive session supported by Sharon Nichols, motion passed 3:21pm. Moved to rise and report by Leo Sell Second by Vivian at 3:44pm. Jean moved to uphold the decision of the APA Elections committee on the Elections appeal by Danny Layne, supported by Vivian, motion approved.

7. **ADJOURNMENT** – Motioned by Jean Chisnel supported by Deb Porter, motion passed – 3:47pm

8. 8H COORDINATING COUNCIL

Minutes recorded by Sean Leahy on behalf of APA Secretary Rachel Zakhem.