
APA Executive Board Meeting Minutes
Wednesday, April 7, 2021
Webex Meeting

ROLL CALL

Present: Mike Berdowski, Stacie Ballard, Lauren Carney, Jennifer Clements, Lynda Hunt, Jennifer Klauth, Laura Large, Michelle Loedeman, William McQuitty, Patty Mikowski, Alice Molvern, Nathan Nguyen, Malia Roberts, Teri Schrimpf, Amy Seth, Leah Smith, Sara Volmering, Jake Woods

Absent: Laura Ciccantell, Mario Galbreath, Julie Lenczycki, Janice Quakenbush

Malia Roberts called the meeting to order at 11:33. The agenda was approved.

PRESIDENT'S REPORT

- Malia Roberts reported on the bumping stats that she had received from Warren Hills:
 - 96 wanted to bump
 - 12 accepted bumps
 - 2 declined bumps
 - 81 did not meet criteria to bump
 - 25 have been recalled
- Malia shared a message from Shannon Rininger, PSSO President, about the loss of seniority if a staff member is laid off and then recalled. The PSSO board has done some research and will be writing a letter to express their concern. They would like to know if we are interested in joining with them on the letter. After some discussion it was determined that we will co-author this letter with them and Alice Molvern has volunteered to help. Once the letter is written, it will be posted in Teams for review.
- Malia also reported on where we stand with our concerns about the performance management evaluations and the telecommuting policy. We shared some concerns with Warren Hills and Jan Van Der Kley via email. Warren responded that they would like to discuss this at our next meeting but he will be hosting at least two training sessions on performance management evaluations. We are collecting questions about this item for our next meeting on April 29. Currently we have questions about who has the final approval, when will the forms be available, will there be a reason if application denied, and will HR be tracking the numbers of telecommuting applications.

VICE-PRESIDENT'S REPORT

- No Report

TREASURER'S REPORT

- Patty Mikowski reported that there was income of \$48 from dues and expenses of \$50 for gift cards from the Holiday Party and \$3 in Use Tax. \$200 in current activity under transfers from WMU dept was in error and it was corrected after the meeting. Balance as of the end of March is \$8,306.15. Report approved as amended. She also reported that the payroll deduction for perpetual members was in the first paycheck of April.

CORRESPONDING SECRETARY'S REPORT

- No report.

RECORDING SECRETARY'S REPORT

- No report.

COMMITTEE REPORTS

Membership

- Sara Volmering reported that they are finalizing the plans for the Spring Award Ceremony. President Montgomery will provide a pre-recorded message and Dr. Candy McCorkle, Vice President for Diversity and Inclusion, will give remarks. The ceremony will include awards for outstanding staff achievements and door prizes. She noted that they are also working on a recruitment plan.

Nominations and Elections

- Laura Large reported that the slate of officers and board members is almost complete. She will finalize the slate so the election can be held April 9 – 20.

Awards and Recognition

- Michelle Loedeman reported that the awards are ready to be picked up. Cost of awards is \$219 – approved. She is asking each recipient to email her as to how they would like to receive their award.

Service

- No report

OLD BUSINESS

- HR/RIF bumping letter – The letter had a few updates and is now ready to be sent to the Cabinet.
- Performance Management Guidance – discussed during the President's report.

NEW BUSINESS

- May 12, 2021 general membership meeting – Installation of new officers and board members will occur. Possible speakers or topics: Kristen DeVries, Vice President for University Advancement; Dr. Bott, Provost and Vice President for Academic Affairs; Wellness Focus; Year in Review.

ANNOUNCEMENTS

- Lynda Hunt shared a hello from Faith Wicklund who is in the process of moving to their new home up north.
- Laura Large noted that the International Festival started tonight, April 7.
- Lynda Hunt noted that April 14 is WMU Giving Day and there will be activities all week. Also, the Alumni Association is doing a book club and holding virtual town halls.
- Malia Roberts noted that this is Graduate Student Appreciation week.

Meeting adjourned at 12:36.

Respectfully submitted,
Teri Schrimpf

Upcoming Meetings/Events:

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| • Thursday, April 15, 2021 | APA Award Luncheon | Noon – 1:00 |
| • Thursday, April 29, 2021 | Officers w/Jan Van Der Kley and Warren Hills | 1:30-2:30 |
| • Wednesday, May 5, 2021 | Executive Board | 11:30-1:00 |
| • Wednesday, May 12, 2021 | General APA Meeting | Noon-1:00 |
| • Thursday, June 3, 2021 | Officers w/Jan Van Der Kley and Warren Hills | 1:30-2:30 |
| • Wednesday, June 9, 2021 | Executive Board | 11:30-1:00 |