

APA EXECUTIVE BOARD MEETING MINUTES
Wednesday, July 14, 2021
WebEx Meeting

ROLL CALL:

Present: Stacie Ballard, Lauren Carney, Laura Ciccantell, Jennifer Clements, Brianna Galli, Laura Large, Douglas Mathews, William McQuitty, Jackie Michels, Patty Mikowski, Alice Molvern, Nathan Nguyen, Bonnie Pfingst, Eleonora Philopoulos, Stephanie Radant, Malia Roberts, Teri Schrimpf, Amy Seth, Sara Volmering, Elena Wood

Guest: Mike Berdowski

Absent: Jennifer Klauth, Michelle Loedeman

CALL TO ORDER AND AGENDA: William McQuitty, President, called the meeting to order at 11:35 am. The agenda was approved.

OFFICERS' REPORTS:

President: William reported on the recent meeting with Jan Van Der Kley and Warren Hills. They reviewed the positive feedback about the Staff Engagement Forum meetings and encouraged similar ones to occur again. They discussed the lean staffing issues for small offices and needing to be open 8-5, M-F. They discussed the confusion concerning the telecommuting HR policy and the Academic Affairs guidelines of only allowing one day remote work. Only the SRC, Unified Clinics and Sindecuse are requiring masks on campus. You may only ask to see someone's badge in specific and limited circumstances. There are special accommodations through the Office of Institutional Equity. Jan reported that the Trustees approved the budget, but it is still subject to the state's appropriation which occurs in the fall. Raises for staff members are likely, but the amount will not be known until then. There are no reduction in force considerations in the budget.

William reported that he is exploring costs and options for equipment for in-person/virtual hybrid executive board meetings.

Vice President: No report from Nathan Nguyen.

Treasurer: Patty Mikowski reported on the fiscal year-end ending June 30, 2021. The ending balance is \$9,262.44. There \$419 were for various expenses related to APA door prizes/awards ceremony and \$50 for sponsorship of the Poker Walk table. She said that she has explored the mis-categorization of the use tax and will monitor it going forward. The June 30, 2021, financial report was approved.

Corresponding Secretary: Jennifer Clements will be sending out calendar invites for the Executive Board and General Membership meetings once the location has been determined. She will also send out the minutes to the apa-all email distribution list. It was suggested to still send those out to get the dates held on people's calendars and then update with hybrid link/location information.

Recording Secretary: Laura Large will post minutes in Teams Channel and approval by a quorum is needed.

COMMITTEE REPORTS:

Membership: Mike Berdowski, the new chair, reported that they are exploring a gathering at Bells in late summer/early fall. They are also exploring a tailgate before a football game. They are asking everyone to wear their APA buttons around campus to generate increased awareness. William will bring the box of buttons to the next event. They are also focused on inviting new employees to APA events. Amy Seth discussed the concert/game on Sunday, August 8. <https://friendsofrec.org/rockin-for-rec/>

See Membership Form: <https://wmich.edu/sites/default/files/attachments/u434/2020/apa-membership-form-Dec-2020.pdf>

Nominations and Elections: No report from Malia Roberts.

Awards and Recognition: No report from Michelle Loedeman.

Service Committee: Inactive. If anyone would like to volunteer to serve on this committee, please let William know.

Wellness Committee: Teri reported that there are many opportunities for wellness throughout the summer. <https://wmich.edu/wellness/programs> There will be a Staff Bash on Wednesday, August 18 from 11-1 pm outside of Sangren Hall. The Wellness Expo will be held Wednesday, November 10 from 9-3:30 pm.

NEW BUSINESS:

We Talk Series: William encouraged everyone to attend We Talk Series. <https://wmich.edu/wetalk>

Welcome back to campus events: Brianna Galli said that the SRC is leading events for the weeks of July 19 and 26. Volunteers are needed for a scavenger hunt the week of August 1.

UPCOMING MEETINGS:

- a. Wednesday, August 25, 2021 -- Executive Board Meeting 11:30 am – 1:00 pm - Hybrid
- b. Thursday, September 9, 2021 -- Officers w/Jan Van Der Kley & Warren Hills Noon - 1:30 pm
- c. Wednesday, September 15, 2021 -- Executive Board 11:30 am-1:00 pm

ADJOURNMENT: The meeting was adjourned at 12:15 pm.

Respectfully Submitted,

Laura Large
Recording Secretary