APA Executive Board Meeting Minutes  
Wednesday, October 11, 2017  
Bernhard Center Faculty Dining Room

ROLL CALL

Present: Nick Griffith, Lynda Hunt, Monica Liggins-Abrams, Michelle Loedeman, Patty Mikowski,  
Janice Quakenbush, Julie Nemire Rickert, Teri Schrimpf, Amy Seth, Leah Smith, Liz Teviotdale,  
Margaret von Steinen, Chris Voss, Faith Wicklund  

Absent: Sarah Anderson, Mario Galbreath, Toni Latham, Julie Lenczycki, Natalie Nguyen, Mary  
Ramlow, Caroline Ray

The meeting was called to order approximately 11:42 am. Introductions were made and the agenda was  
approved.

PRESIDENT’S REPORT  
• Lynda Hunt reported that the officers have not met with Jan Van Der Kley and Warren Hills. She did  
report that today is Giving Day. She thanked Margaret Von Steinen for writing her speech for the  
inauguration. She also asked if any board member wanted to sit on the Public Safety Oversight  
Committee. Since no one volunteered she will ask Laura Webber if she wants to continue on the  
committee.

VICE-PRESIDENT’S REPORT  
• Monica Liggins-Abrams reported on the Open House. 84 people signed in but we believe a few  
more attended. We will pay for the expenses incurred and then bill PSSO for their portion. Heard  
many comments on how the staff liked being together with PSSO and so we may plan on a fall  
and spring event with them.
• She also discussed the survey. At this point 420 staff (219 APA) has taken the survey. That is  
17% and we would like to get to 37%. Discussion followed on concerns raised in the survey and  
how we will present them once we have final results. It was also discussed sending out flyers  
again and an APA-all email to remind staff to take the survey.
• Amy Seth brought up a question from the retention team – they are looking for specific examples  
of policies or procedures that stand in the way of a student being successful. Please email them to  
er her if you have any.

TREASURER’S REPORT
• Nick Griffith reported there was no activity in the past month so the ending balance as of  
September 30 is still $9,719.96. Report approved.
• He also reported that following the open house we received 12 new members and 4 new staff  
who were on their complimentary year also renewed.

CORRESPONDING SECRETARY’S REPORT
• Faith Wicklund reported that she will work with Monica on the APA-all email about the survey.

RECORDING SECRETARY’S REPORT
• None
STANDING COMMITTEE REPORTS AND DISCUSSION
Membership
• Monica Liggins-Abrams reported that we need to get more information out. We need more people on committees - bring in members who are not on the board. She discussed doing a monthly communication – maybe after our meetings to include the minutes and put out upcoming dates. She also mentioned ideas for our general meetings – President Montgomery, the ‘More You Know’ series, or Jody Brylinsky.
• Leah Smith noted that she has all the supplies to make the buttons but needs some help to actually get them made.

Nominations and Elections
• None
Professional Development
• None
Awards and Recognition
• None

Special Events
• Leah Smith will head up this committee. The holiday event was discussed and Lynda Hunt will look into us using Heritage Hall on December 5 from 5-8. If that is not available, Faith Wicklund will look at Miller Grand Tier Lobby, and then we would look at Bell’s.

Other Committees
• None

OLD BUSINESS
• None

NEW BUSINESS
• General Meeting Dates: January 25, May 15, and September 29.

ANNOUNCEMENTS
• Lynda reported that HR is working on a Health Care update.

Meeting adjourned approximately 1:19 pm

Respectfully submitted,
Teri Schrimpf

Upcoming Meetings:
• 11/7 – Officers meet with Jan & Warren – noon – 1:30 pm – BC Faculty Dining Room
• 11/8 – Exec Board Meeting – 11:30 – 1:30 pm – BC Faculty Dining Room
• 12/13 – Exec Board Meeting – 11:30 – 1:30 pm – BC Faculty Dining Room