

## APA EXECUTIVE BOARD MEETING MINUTES

Wednesday, June 16, 2021

via WebEx Meeting

**ROLL CALL: Present:** Laura Ciccantell, Jennifer Clements, Brianna Galli, Jennifer Klauth, Laura Large, Michelle Loedeman, Douglas Mathews, William McQuitty, Jackie Michels, Patty Mikowski, Bonnie Pfingst, Stephanie Radant, Malia Roberts, Teri Schrimpf, Sara Volmering, Elena Wood

**Absent:** Alice Molvern, Stacie Ballard, Lauren Carney, Nathan Nguyen, Eleonora Philopoulos, Amy Seth

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

### **OFFICERS' REPORT:**

**President:** Welcome by new President, William McQuitty.

**Vice President:** None. Nathan Nguyen absent.

**Treasurer:** Patty Mikowski submitted the May Financial report via Teams. There were: activity for a new membership; \$219 meals for awards luncheon; \$50 was for the APA table at the Poker Walk Use Tax inquiry with Accounts Payable. There was unanimous approval of May financial report. William discussed the need to purchase a projector, speakers and microphone in order to have hybrid in-person and virtual meetings. He will secure some cost estimates. Jackie Michels suggested to contact Bernhard Center as it may have surplus items at a discount. It was decided to have a virtual meeting in July and figure out hybrid plan afterwards.

**Corresponding Secretary:** Jennifer Clements has posted the meeting schedule (locations are still to be determined). She'll be sending out calendar invites soon.

**Recording Secretary:** Laura Large will post minutes in Teams Channel and approval is needed. Then they will be sent out to apa-all email distribution list.

### **COMMITTEE REPORTS:**

**Membership:** Mike Berdowski is the new chair. Sara Volmering reported that they are planning a summer event- more information soon. They are also reviewing the new employee list that are eligible for free first year membership and also re-engaging other employees to activate their memberships. See Membership Form: <https://wmich.edu/sites/default/files/attachments/u434/2020/apa-membership-form-Dec-2020.pdf>

**Nominations and Elections:** Special thanks to Alice for putting together the welcome and get-to-know you virtual event last month. Malia Roberts reported that although next Spring will be the next full executive board election, we are always looking for new committee members to participate and be more involved. Patty noted that there is a box included on the membership form about being more involved.

**Awards and Recognition:** Michelle Loedeman reported that the awards have all been delivered.

**Service:** No report.

### **NEW BUSINESS:**

**Staff Engagement Forum:** Only 100 total staff invited to attend these. Many of APA Exec Board have/will attend. The VPs (Jan Vander Kley, Jennifer Bott and Diane Anderson) posed these Questions – #1 What are the positives and negatives of returning to work on July 6; #2 What clarifications in policies can be stated or improved upon. #3 – What one thing would you change. The discussions have focused on Return to campus; Telecommuting policy; Parental Leave and RIF/Bumping Policy. William will collaborate with PSSO for a draft of an email for staff to reach out with concerns. There was suggestion to maybe do a joint survey.

**OLD BUSINESS:**

**Poker Walk:** APA provided a gift bag and sponsored a table with William, Janice Quakenbush, and Laura L. there along with the Rec Center and Holtyn.

**RIF/Seniority:** The president's response to our May 6 letter to President Montgomery, Jan Van Der Kley, and Warren Hills regarding the RIF and seniority issue was posted in Teams. Our response email was sent 5/28.

**UPCOMING MEETINGS:**

Friday, July 9, 2021 - Officers w/Jan Van Der Kley & Warren Hills 2pm-3pm

Wednesday, July 14, 2021 - Executive Board Meeting 11:30 am – 1:00 pm

Wednesday, August 18, 2021 - Executive Board Meeting 11:30 am – 1:00 pm

Thursday, September 9, 2021 - Officers w/Jan Van Der Kley & Warren Hills Noon - 1:30pm

Wednesday, September 15, 2021 - Executive Board 11:30am-1:00pm

**ADJOURNMENT:** The meeting was adjourned at 12:30 pm.

Respectfully Submitted,

Laura Large

Recording Secretary