

PSSO

Executive BOARD MEETING MINUTES

October 19, 2017

In Attendance: Shannon Rininger, Amber Hutson, Khanh Hoang, Cindy VanderWoude, Terri Simmons

Absent: Pat Wilcox, Paige Warner, Tonya Dean, Beth van den Hombergh

Officer Reports

There was no secretary report this month.

Treasurer's report – There was no official treasurers report for October. The September and October financial reports will be reviewed at the November meeting. There is a question as to when scholarships are dispersed. Does it happen after the drops and add period?

Vice President's Report – Amber is working on speakers for next general meeting. She is following up with Dr. Montgomery's office, to see if he would be able to attend one of the general membership meetings in the spring.

President's Report – Still working on committee chairs. Working on setting up a meeting with Dr. Montgomery with the executive board, possibly at one of our monthly meetings. Will check with Sue Daniels on the status of the updated constitution and bylaws, so they can be sent to the membership for approval.

Discussion Items

Membership - Discussion regarding the membership agenda items was tabled until November.

Annual Bus Trip – Discussed the idea of moving the trip to the spring instead of the fall, which may help increase participation. Suggested destinations included Chicago, Michigan City Outlet Malls, Meijer Gardens for the Butterfly Exhibit or Christmas Around the World. If Chicago is the destination, suggested that instead of a bus trip, we could meet in Michigan City to take the train in to the city, have lunch as a group, but everyone could do their own adventure – museums, shopping, Navy Pier, attend a musical or play.

Popcorn Fundraiser – Information, including the order form, is on the website. Terri Simmons will coordinate volunteers for distribution. Distribution will take place on December 6, from 10am to 3pm. Orders are due by November 21st.

Constitution & Bylaws – Shannon Rininger will follow up with Sue Daniels. We would like to get the new, draft copy of the constitution and bylaws to the membership and vote on ratification by December 15th.

Other items

Lunch and Learn on Friday November 10 @ 12pm, in the Faculty Dining Room. The learning topic is about mail merges and will be led by Paige Warner.

WMU is still looking to start a Big Brother/Big Sister program on campus. The hope is to begin this program in January. There needs to be ten people willing to serve as a Big Brother or Big Sister. Anyone who is interested in receiving more information should contact Lynn Kelly-Albertson in Career and Student Employment Services.

Salvation Army – WMU Day at the Kettles is Saturday December 2. The board would like to participate again this year. The board would like to see some of the membership join us that day. If enough people are interested, we could sing up to ring at more sites.

Staff concerns – At this time, none of the board members had received concerns voiced by the membership.

There was a brief conversation regarding compensation. When talking about compensation, we need to look at the entire package - annual leave, sick leave, long-term disability insurance, etc; not just wages.

A staff member had issue taking the employment satisfaction survey. They started the survey but had to close out before completing it. When they went to finish, they were unable to get back in to the survey. The staff person was directed to Monica Liggins-Abrahms, to have their login reset.

APA has contacted us about having an event in January/February to announce the survey results. The board agreed that based on the survey kick-off event, we should do another event. The event could be over the lunch hour again, with food provided.

Respectfully submitted by
Shannon Rininger
PSSO President