

ASSOCIATION OF PROFESSIONAL ADMINISTRATORS

Executive Board Meeting
Auburn MTA offices
10:00am, Friday, April 19, 2019

MINUTES

IN ATTENDANCE: Sherry Horeanopoulos (APA President, FITCHBURG SU President), Charlie Cianfarini (APA Vice President), Edward Vacha (MMA President), Aaron Childs (APA Membership), Susan McNeil (MASS ART President), Katie Durso (MTA field rep), Brian Cahillane (Westfield SU President), Alan Jackson (WORCESTER SU President), Seth Bean (MCLA President), Liz Novak (APA Web Manager), Jim Murphy (APA Treasurer), Mark Powers (FRAMINGHAM SU President), Mike Storey (BRIDGEWATER SU, President), Mike Pelletier (SALEM SU President)

ABSENT: Kathi Bradford (APA Secretary)

GUESTS: none

I. **Call to Order** at 10:02 a.m.

II. **Approval of Minutes** of March 15 meeting minutes –
Motion to approve by Susan, Second Mike S. 8-0-1
PASSED

III. **Public Comments**

IV. **President's Report** – Sherry
HELC Meeting (Reported by Katie)

- Discussion of Fund Our Future/Cherish Act took up two hours of the meeting
 - Money apportioned questions by MCCC – they believe they should be getting more funding than the other institutions
 - Motion to ask MTA to look into changing Funding to 1/3 State Universities – 1/3 MCCC and 1/3 UMass
 - No discussion on the impact of student numbers at each institution and how that affects funding numbers
 - Leaders at MTA have committed to revisiting the funding situation – not until it looks like the Cherish Act may pass
 - Discussed Events going around the State – May 16th Rally and April 30 Hearing
- April 30 – Hearing at the Statehouse on the Cherish Act – starts at 10:00am
Sherry will serve as the State University representative – testify on the impact of lower funding and how it has affected students
May 16 – Boston and Springfield Rallies – Rally starts at 5:00pm

New, allegedly “finished” contract has been sent to Sherry from Jim Cox – she will distribute via email. Please review it

New Business Item for MTA Annual Meeting dues structure – email Mary Gilgallon at MTA to get this item on the floor for consideration

The NEA/RA and MTA registrations are complete. We have 15 registered attendees for the MTA Meeting and 2 Delegates to the MTA/RA

Dinner at the MTA Annual meeting will be at 7:30 at a Brazilian Steakhouse

IV. Treasurer’s Report – Jim

Everyone has received an email copy of the monthly report.

- a. Payroll due on Tuesday, April 23 by 12:00pm to Jim Murphy
- b. Please send report sent via email to Jim’s new jgmurphy02382@gmail.com.

Motion to Accept - Seth, Seconded by Ed

Vote: 9-0-0

Passed

V. Membership and Data – Aaron

- a. 1437 members, up 6 since March
- b. 119 non-dues paying members, up 5 since March
- c. MTA has upgraded its Application for membership – requires a \$15.00 yearly fee in order for Aaron to update the data and have access

Motion to pay the yearly MTA fee of \$15.00 for access to the database of members – Susan, Seconded by Sherry

Vote: 9-0-0

Passed

VI. Health and Welfare Report – AJ

No H&W meeting this month due to lack of Quorum (which has become an issue with the Labor side of the house – Management has been showing up)

Two Labor representatives need to be replaced

H&W Trust is doing well

VII. Website – Liz

- a. Security update has been done to the Site
- b. Liz has been posting news (MTA items)
- c. Question of the Month “Day off” was added
- d. Added Google Analytics
- e. Audits are posted
- f. Local information has been added
- g. Upcoming month – copy of new Agreement draft posted by April 26th

- a. Prevent people from printing a PDF of the old Agreement – will add watermark
- h. What news to feature – over the next month?
 - a. Cherish Act Hearing on April 30th.
 - b. New Question of the Month – Do I HAVE to do my Employee Narrative
 - i. Sherry will draft the answer and why

VIII. Committee Reports

a. Budget – Mike S

i. No interested applicants for Treasurer position at this time. Jim will continue to act as Treasurer until a replacement can be found.

Will post a simplified Job Description on the web and via email to try to generate interest in the position

b. Employee Relations working group – Mark P

i. Motion for MTA annual meeting – everyone received it. Sherry will contact MTA to find out how to get this on the floor – UPDATE: Deadline for Bylaw motions was BEFORE we began this discussion. Will look into other ways to introduce.

c. Professional Development – Edward

i. NEA/MTA conferences – Registrations are complete

IX. Old/New Business

a. Information for Operations Manual – Kathi shared missing items last month. Please provide the information about your local or state information

b. Pens – PENS are in and are to be distributed today

c. We are in the cycle to purchase your new computer. Please do it.

Mike Pelletier asked about stipend for Grievance Officer

Motion by Mike P: Add a stipend for elected Grievance Officers at local chapters. Seconded by Brian.

Discussion:

Salem has always been very busy with major issues. It is difficult to maintain people to deal with grievances. There are a lot of labor actions at Salem. Adding a stipend for the grievance officer will demonstrate appreciation and value for the work they are doing.

Sherry supported this motion and also asked that if Presidents are serving both duties – they should also receive a small stipend increase.

Mark suggested that the local bylaws be adjusted to ensure that the Grievance Officer be covered under contract language that provided job security (at least 4 years of service?)

Friendly amendment made by Mike S – Stipend for Grievance Officers should follow the structure of the Membership coordinators stipends

Accepted by Mike P

New Motion:

Motion by Mike P, Seconded by Brian.: Add a stipend for elected Grievance Officers at local chapters. Stipend for elected local Grievance Officers should follow the tiered salary structure of the Membership coordinators stipends (by local population).

Discussion following the friendly amendment included making sure the APA addresses the Bylaw changes. This does not preclude us from allowing the grievance officers to receive a stipend

Vote on the Amendment, 5-5-0

Vote fails

After further discussion/explanation.

Sherry moved and Brian seconded to end discussion

7-3-0

Friendly Amendment passes

Sherry made the following amended Motion, Seconded by Mike S: If a local chapter president is also serving as the local chapter grievance officer, the stipend for that President will be increased by \$50.00, beginning July 1

Vote 8-0-2

Full motion:

Motion by Mike P, Seconded by Brian.: Add a stipend for elected Grievance Officers at local chapters. Stipend for elected local Grievance Officers should follow the tiered salary structure of the Membership coordinators stipends (by local population). If a local chapter president is also serving as the local chapter grievance officer, the stipend for that President will be increased by \$50.00. Payment will begin on July 1, 2019

Vote 9-0-1

Comment – If the local chapter bylaws do not have elected Grievance Officer – local bylaws should be changed to reflect the needs of the Chapter.

Next meeting will be MTA Annual Meeting on May 3 & 4 in Boston. Additional Meeting on May 17 at Worcester State

X. Institutional Issues

XI. Announcements:

a. Please submit bylaws for your local if you have not done that already.

b. Please submit information for Operations Manual.

c. Please note, we will have a meeting in May on the 17th. Location: Worcester State

Charlie commented that a lot of institutions are increasing the content of job descriptions in order to avoid having to hire new positions. We should be alert to this practice. (Bias issues are concerning).

XII. **Adjournment** – Motion to adjourn at 1:28pm by Brian, second by Mike. Passed unanimously.

Next Meetings:

May 3-4 - Meeting at Annual Statewide MTA meeting

May 17 – Meeting location: Worcester State

June 21 - Meeting at MA Maritime Academy