

**APA Executive Board Meeting Minutes - DRAFT**  
**Friday, March 14, 2008**  
**Bernhard Center Faculty Dining Room**

The meeting was called to order at 11:37 am.

**ROLL CALL**

**Present:** Angel, Broomell, Ciccantell, Cole, Emmert, Fuller, Glock, McLaughlin, O'Bryan, Odehnal, Oole, Scrivener, Ramlow, Seth, VanDyken, Wicklund  
**Excused:** Hunt, Kurtz, Metoyer

**MINUTES** – 2/08 Meeting Minutes Approved with minor changes

**PRESIDENT'S REPORT**

- Meeting with Administration – no report – meeting cancelled

**VICE PRESIDENT'S REPORT**

- WMU License Plate Initiative
  - Program has generated \$70,000 in scholarship dollars
  - Information will be input in graduation diploma tubes
  - \$35 cost/ \$25 comes back to the University

**TREASURER'S REPORT**

- February 2008 report approved

**COMMITTEE REPORTS AND DISCUSSION**

- Membership – no report
- Nominations and Elections
  - Full slate of officers will be on the ballot
  - Seeking representatives in the area of VP for Finance
- Compensation – no report
- Professional Development
  - Brown Bag Sessions
    - March 26 – Pat Holton – Topic: Asbestos
    - April 10 – Greg Rosine – Topic: WMU at the Capitol Day on May 28
  - Upcoming Brown Bag Topics
    - Rob Kakuk – FMLA
    - Carol Hustoles – Travel Tips
- Awards and Recognition
  - APA Spring Luncheon is scheduled for Friday, May 16.
    - Kalamazoo Mayor Bob Hopewell will be the guest speaker. He will speak on the History of Kalamazoo.
    - Mr. Nacci of Downtown Kalamazoo Incorporated (DKI) will address the downtown initiatives and programs.
    - Financial support has been requested from the VP areas with a deadline of March 21.
    - Big Brothers Big Sisters is celebrating its 50<sup>th</sup> anniversary and will be the non-profit supported with financial contributions this year.
    - Assistance may be needed with printing.
    - Door prizes and donations are also being accepted.
    - Requested and approved for up to \$200 to cover expenses to be split with PSSO

M I N U T E S

- APA Scholarship
  - Ramlow will make contact with Withee to get the new application online.
  - In future years, the scholarship may only be received one time by the same person.
- Special Events
  - 5:05 scheduled for Monday, March 17 at the Roadhouse
  - Community Golf Outing has been confirmed with the Prairies
    - August 15 beginning at 3:30 pm
    - Approximately \$34 for 9 holes of golf and food/ \$10 for dinner only
    - Menu includes seasoned chicken, cold pasta salad, non-alcoholic beverage
    - Sign up in groups of 2
    - Mugs will be ordered from Amsterdam printing which is currently holding a special – buy one – get one free offer
    - Advertisement/giveaway may be created for each of 25 spring luncheon tables
- Wellness Program
  - Holtyn Contract has been renewed through May 2008
  - BCBS has a program that is currently being reviewed
- Make A Difference
  - There were only 5 nominations for this term of Make A Difference candidates
  - The two APA winners are Margaret Watson and Jerry Ditto
  - Discussed the following ideas and solutions
    - Timing of due date/ Applications may be submitted at any time
    - Ease of finding and filling out the paperwork/Web based fillable form will be created
    - [www.wmich.edu/makeadifference](http://www.wmich.edu/makeadifference)
    - Concrete examples need to be provided on the application as to why the nominated employee is outstanding
- By-laws Committee – no report
- CEDRS Steering Committee meeting with Dale Anderson
  - Quarterly Meeting set for Monday, March 17 at Sindecuse in the lower level conference room. Scrivener is unable to attend and Angel volunteered to take her place.

**ANNOUNCEMENTS/OTHER**

- Congratulations to Michele McLaughlin on her 30 year anniversary.
- Dr. Dunn's Inauguration is set for Monday, March 24 at 4 pm at Miller Auditorium. Free tickets may be requested at the Miller Auditorium Box Office
- March 28 – Western Wellness Celebration at the Bernhard Center from 11:30 – 1

The meeting was adjourned at 1:39 pm.

Respectfully Submitted,

Faith Wicklund  
Recording Secretary