Administrative Professional Council Meeting  
June 8, 2010 – 8:30 AM – 10:30 AM  
Room A302/304 NESB (waterfall building)

Members Present: Petra Marlin (Area 2), Linda Wardlow (Area 3 Alternate), Auli Summerhays (Area 4), Dede Kliewer (Area 6), Judy Brobst (Area 6), Stephanie Ouren (Area 8), Allison Robin (Area 10), Mary Dolce (Area 12), Robin McGee (Area 12), Georgeann Venis (Area 13), Dave Mornes (Area14), Keith Wilson (Area 14), Debi Colbert (Area15), Darrin Goodman (Area 15), Linda Selkirk (Area 15), Ruth Willson (Area 15), Courtney Butler (Chair), Jim Zakley (Vice Chair)

I. Call to Order – Approval of Agenda 8:34  
The meeting was called to order at 8:34 a.m. by Courtney Butler, Chair

II. Approval of May Minutes  
Clarification was offered by David Mornes regarding the parking structure. Parking services is working on what the process will be to make changes to spot allocation and will evaluate structure usage after one year.
Linda Selkirk moved to approve the May minutes, Auli Summerhays seconded. Motion carried.

III. Officer Reports  
Chair – Courtney Butler – Tony Frank’s meeting for AP and State Classified was well attended.  
Clarification to written report: Amy will not be able to make the APC retreat but Bob Keller will attend in her place. Courtney will send an updated written report including notes from her meeting with Amy. Some items discussed with Amy were creating more resources for terminated AP’s, coordination between OEO and HR, and More oversight for SPARC committees.  
Vice Chair – Jim Zakley - Jim will be contacting folks regarding serving on all university committees and reappointments.  
Treasurer – Stephanie Ouren - No money was spent last month. Most popular choice for a tablecloth was green with white lettering.

Judy Brobst moved to approve the officer reports as submitted, Georgeann Venis seconded. Motion Carried

IV. Standing Committees  
No Reports  
University Committee Reports  
Benefits Committee – Keith Willson – The committee met briefly to talk about preparing the report for the year. No bids have come in yet. Keith was not aware of when the due date is for bids. Chris and Keith will be rotating off the benefits committee and can help with transitions.  
Classified Personnel Council – Courtney Butler – The CPC retreat for next year is taking place today. Farah Bustamante will be the new CPC chair.  
CSU Activities Board – Recognitions will not take place for July and August. Forms for next year will go out late August.  
University Parking Services Committee – David Mornes - Parking services has moved into the parking structure.  
Debbie Colbert moved to accept Committee Reports as submitted, Mary Dolce seconded, Motion Carried.

V. New Business  
Review of APC Annual Activity Report – Communication between new APC constituents in areas could still use improvement. Courtney is seeking the name of the guest speaker at the luncheon to add to the report. She is also trying to find out how much we got in donations for the Food Bank and will contact Ray for this information.
VI. Discussion Items
Shirt styles – There are two different brands of hunter green shirts. Stephanie showed examples of men’s shirts. They come in both long sleeve and short sleeve. We would like to be able to give people the choice to order long or short sleeve.

VII. Announcements/Other Business
A. No July Meeting, but keep July 13 on calendar just in case
B. Council Member Recognition – Members leaving council were recognized for their contributions.

VIII. Next Meeting
APC Retreat, Tuesday, August 10 from 8 AM to 2:30 PM at Tamasag

X. Adjournment