

HFCC-SSA January 26, 2018 Minutes

1. Meeting was called to order at 5:00 pm with 32 members in attendance.
 - a. All officers were sworn in to their new terms.
 - b. Executive Board Roll Call- All members were in attendance: Kim Kaier- President, Katrina Minnis- Executive VP, Annette Klauke- Treasurer, Zac Polzin- Secretary, Kierra Wilson- VP Welcome Center, Patty Sekulidis- VP Technical, Kevin Luchonok- VP Facilities, Marie Wojeweski- VP Clerical.

2. Approval of the November Minutes: Read aloud by Zac Polzin.
 - a. Corrections: 1) Leslie Windless asked that the President's pay be reduced and she was directed to forward Constitutional Changes to the Constitutional Committee, not the SSA President.
 - b. Motion to approve with corrections: Leslie Windless. Seconded by Beverly Walters. Motion Passed.

3. Officer's Reports
 1. Presidents Report
 - a. Kim read a document on the History of the SSA.
 - b. Kim mentioned the 3% refund for funds taken illegally by the state for those that worked from 2010-2012. Refunds should come in some form through payroll with taxes taken out. They should come in February, possibly March. Employees can check with payroll for refund amount if they did not receive and email from ORS. Check with payroll about possible 403b options.
 - c. The Student Success Navigator Hearings will be on March 1st and 2nd. Joni Morris asked about the history of the navigators- Kim indicated the complaint was being handled by MERC over which group they belong to 1650 or SSA.
 - d. A coordinating council seat is open. An email will be sent out for anyone interest to please contact Zac Polzin zpolzin@hfcc.edu. A lottery will be drawn for the role.
 - e. Kim referenced Robert's Rules of Order for how we will be conducting meetings.
 2. Treasurer's report
 - a. Balance as of December 31st 2017 \$118,186.10. Total members: 202. Members in good standing: 174. New Employees- Nancy Mayers and Kayla Walsh. Resignation: Gregory Sikora-Mowers.
 - b. Regarding an audit, Annette met with Richard Elder, a CPA who went over the SSA books. Suggested that the SSA was too small and money for dues

passes through payroll so a full audit is expensive and not feasible. He recommended forming a financial committee to do an internal audit. Jill Sestok asked where Annette found him; Annette indicated through Patricia Littl, and HFC Business Instructor.

Kim Kaier indicated we need to figure out a process that works for the union and bring it before the Constitution Committee.

Joni Morris indicated that she would pass on the information for two CPAs to Annette to discuss possibilities with them.

There is currently no history of an Audit of the SSA.

- c. The SSA budget for the 2018 year was given to the members. Kim went over the breakdown. Jill Sestok inquired who decides what charities get money and why this isn't voted on. Kevin indicated the exec board votes to spend up to \$2500 without the membership including charitable donations. Kim indicated that most charities are in house and approach the SSA for donations.

Leslie Windless expressed concerns over the current pay breakdown of the board members: \$10,000 President, \$2000 Executive VP/ Secretary/ Treasurer, and \$1500 area VPs. Leslie motioned that the scale be adjusted to the following: \$6000 President, \$3000 Exec. VP, \$2500 Secretary/ Treasurer, \$2000 Area VPs. The motion was seconded by Tamika Hister and opened for discussion:

Jill Sestok indicated this budget was basically the same as 2017 and was acknowledged by Annette as correct.

Patty Sellers compared the overall pay of the SSA President with 1650, Local 71 and the AFO, stating that the issues the SSA president deals with are very unique.

Jill indicated that 1650's president works that as a full time job. Also that the issue should have been handled at the November election when it was brought up.

Leslie Windless indicated that SSA stipends are not comparable to other unions because the wages of the membership are not comparable.

Lewis asked if any of the board members felt the change should occur- Kevin Luchonok indicated that the President handles a great many things more than the other positions. That he would give a raise if anything.

Brenda Redinger agreed with Kevin on not decreasing any stipends. She spoke highly of Annette's experience and record. She indicated that we voted on these wages before. Also, that we have great representation constantly improving with time.

Dave Smolen- indicated that he has never had any issues getting answers and if anything all the board should get a pay increase.

Leslie indicated that to new people coming in, all they have to go by is what is in the constitution/ bylaws. That there should be more information on what people do in each position.

Mary Symanski suggested Kim and the other exec board members should write more detailed descriptions of duties and responsibilities.

Sheryl Bienak asked when the pay was established. Kim indicated at the October 22nd 2014 Special meeting.

Sam Williams indicated he has never had any issues finding information.

Jill agreed a breakdown showing roughly what time and obligations spent by the President would be a great thing for us to all understand the responsibility.

The motion was taken to a vote. 0 for. 16 against. 7 abstained. Motion defeated.

There was a motion by Jill to create a breakdown of officer duties, and explain time demands by office. Seconded by Patty Sellers. 22 for. 0 against. Motion passed.

Jill Sestok motioned to approve the budget for the 2018 year including a line item for charitable donations indicating who had requested the donations. Seconded by David Smolen. 22 for. 0 against. Motion passed.

4. New Business

1. Committee Signup- Joni Morris asked why there was no description for the insurance committee. Patty Sellers and Kevin Luchonok indicated that committee was originally formed to ask for benefits. Under the current structure HR chooses many plans to bring to the executive board. The executive board then picks what it believes are the best options for the membership to choose at open enrollment in November. Kim clarified this was for health insurance. Patty indicated that unlike other unions, short term care and long term disability are not included in our contract, but that we should look into those on the next one. Jill Sestok mentioned that we should look into some sort of liability insurance to protect us from liability in issues such as the Hayride incident.

There were no more questions on committees. Committee information will be sent out to the membership to request if anyone else has interest in joining any open positions. Katrina indicated each committee will have a chair and a secretary elected in February.

2. Patty sellers said that she contacted HR about the yearly reminder for the sick leave bank. Patty explained the sick leave bank purpose to new members as outlined in

the SSA contract.


3. Dave Smolen expressed concern over Ford pulling out of a building at M-Tech. Katrina indicated that their lease had run up and something else was moving into that room and they were moving into another room.
4. Winner of the \$50 gift card was Earnest Wagner.
5. Motion to Adjourn Kevin Luchonok. Seconded Dave Smolen. Meeting adjourned 6:18 pm.

Note: Motion totals changed throughout the night as the meeting ran long and some people had to leave throughout.

Submitted by:

Zac Polzin

Secretary

Zac Polzin SSA Secretary  Date 3-27-18
Kim Kaier SSA President  Date 3/27/18