Professional Association Executive Board

April 10, 2024, Meeting Minutes

**Present: Kelly McNamara, Norma Chrisman, Michael Kuczynski, Yue Riesbeck, Justin Rahn, Ross Wittenberg, Christine Van Namee, Robin Saxe, Aaron Fried**

**Excused: Patti Antanavige, Erica Brindisi**

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| **Item** | **Discussion** | **Action/Decision** |
| **Call to Order and Approve Agenda** | Meeting was called to order by President Norma Chrisman | **Call to order at 2:39 pm** |
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| **Approve of Minutes** | Approval of February 14, 2024, minutes | **Motion: Justin Rahn**  **Second: Robin Saxe** |
| **President:** | * Meetings with HR and members regarding new Job descriptions (02/23)   -Norma met with new internation specialist and financial Aid specialist regarding new job description   * Labor Agency meeting (03/25) – nothing new * United Way Board of Director meeting (03/28) – working on replacing vacancies and getting back to fully staffed. * Meeting with President VanWagoner (04/08) mostly regarding budget and waiting for the state budget to pass. |  |
| **Correspondence:** | * none |  |
| **Treasurer’s Report** | 2024/25 budget proposal: slight changes made. Will be brought to the general meeting at the end of April.  Treasurers Report: 211 Paying members, bank statement reconciled through March 2024. | **Motion: Aaron Fried**  **Second: Justin Rahn**  **Motion: Robin Saxe**  **Second: Aaron Fried** |
| **Committee Reports** |  |  |
| **Benefits Fund** | Received renewal from legal services. These have been renewed. Only 1 change in that it is one legal service per year free as to no limit in previous years. |  |
| **Community Outreach** | * + - Intergenerational Clean-up is coming soon. Michelle Kelly is helping with this. Date is 4/27-4/28/24.     - There are donation boxes out for food collectopm for Kernan School. Delivery will be made to the school prior to the April break.     - For the Spring Fling we agreed on donating to the Herkimer Humane Society.     - Mud Run is coming up. Volunteers and Donations needed. Waiting on more information for that. The date is Saturday, May 4th. |  |
| **Education and Training** | * + - . Reached out regarding making information videos regarding our Benefits along with FAQ’s. |  |
| **Internal Communications** | * Election nominations are coming in. Asking Jen Fanelli to update the election edition of PAnorama |  |
| **Member Engagement** | * Spring Fling is at Tavolo’s on North Genesee Street, May 15th at 5pm. |  |
| **Political Outreach** | * Waiting on State budget approval |  |
| **Research and Records** | * No report |  |
| **New Members** | * Due to rising costs considering not having a meet and greet in the fall. Looking into other options. Maybe a coffee and bagels option or combine with another event or even off campus. |  |
| **Grievance** | * No report |  |
| **Negotiations** | * Negotiating |  |
| **Social Justice** | * Had an event at the Hope House that went very well. * Looking to maybe squeeze another event in at the Hope House before the end of the semester. * Would like to try to do one more event on campus. Maybe a talk. |  |
| **Old Business** | * Textbook scholarship – eboard feedback of guidelines for Textbook Scholarship Committee * Discussed guidelines for textbook scholarship fund Committee. |  |
| **New Business** |  |  |
| **Next Meeting** | The next meeting May 8 2:30 PH382 |  |
| **Adjourn** | Motion to Adjourn: Aaron Fried  2nd: Robin Saxe | **Adjourned at 3:25** |