

1. President Debra Bradley called the meeting to order at 5:17 PM in room 107 of Cowan
2. **Present:** Jennifer Anderson, Amanda Meyer, Debra Bradley, Jillian Couch, Lourdes Caven
3. **Minutes:** Jennifer made motion to approve the meeting minutes from February 2015, Amanda 2nd the motion. No discussion all approved with no corrections.
4. **Treasurer's Report:** Jillian gave the treasurer's report as of March 12, 2015. Report is attached. Lourdes moved to approve Jenn 2nd the motion. Approved with no corrections.
5. **Old Business:**
 - I. Search Committees
 - a. Debra continues contacting members as needed
 - II. Membership Cards
 - a. Lourdes is still trying to make contact and get a response from the state
6. **New Business:**
 - I. Trustee Position
 - a. Need a replacement for Samantha (odd year)
 - i. We will notify members via email giving a brief description of duties hoping to encourage volunteers
 - ii. Looking into even/odd year terms
 - II. IUBC- Inter-Units Benefits Committee
 - a. Lourdes has volunteered to replace Jane as the representative
 - b. She will be starting in June
 - III. CBA- Collective Bargaining Agreement
 - a. Expires June 30th 2015
 - b. April Vote Schedule follows:
 - i. Email notification of vote 4th week of March containing
 1. voting information- When, where, and how to vote via email or in person
 2. voting options- Open or rollover with updates and housekeeping items
 3. food for thought- Pros and Cons of open vs. rollover
 - ii. Send out vote via email one week later(April 1-3?), along with previous options and information

- IV. Meeting Dates
 - a. April 9th last meeting of the Academic year
 - b. May meeting, last before summer break
 - i. Planning a meeting at an off campus venue, and on a Saturday afternoon

- V. Summer hours
 - a. Debra and Jenn are working on a meeting with the Chancellor to have them approved;
 - i. email will be sent out notifying the membership of the decision
 - ii. it may be open to all of campus or to the discretion of the department
 - b. Summer hours approval form **must** be filled out to inform payroll of members participation
 - i. 3 copies must be sent to payroll, union president, and HR
 - 1. Suggested that membership fill out form and sent back to Jillian, she will forward copies to the appropriate parties

Committee Reports

- I. LMC – Labor Management Committee
 - a. New committee charter is in place as of 3/10/15
 - b. Meeting frequency will be quarterly
 - i. January, April, July, October
- II. MUSSA – Montana University System Staff Association
 - a. Jenn and Debra are representatives
 - b. Met the 12th of March at noon
 - i. Report about classified staff was presented and will be revised to present to the BOR in May
- III. Professional Development
 - a. Has not met, they are low on funds as the end of the academic year approaches

7. Next Meeting April 9, 2015

8. Meeting Adjourned 5:45

Respectfully submitted,
Jillian Barber
Secretary/Treasurer