

**AP Assembly Executive Board
Meeting Minutes
October 8, 2009
Rm. 125 – Oakland Center – 10 a.m.**

Attendees: Melinda Booth, Carmen Etienne, Mike Stromayer, Kelly Garnett, Michelle Southward, Julie Dermidoff, Jean Szura, Chris Jensen, Jennifer Singleton, Sarah Mullin

- I. **Meeting Minutes of September 10, 2009** – Approved with revisions.
- II. **President's Report** – Melinda Booth
 - A. University committee appointments – Aniesha Mitchell has been appointed to the Teaching and Learning Committee.
 - B. Group photo will be taken on Thursday, November 12 at 10 a.m.
 - C. Melinda will address the new employees to inform them on the Assembly and its mission.
 - D. Melinda continues to update the AP Assembly Web site with upcoming events and information.
- III. **Vice President's Report** – Sarah Mullin
 - A. Sarah has learned that we cannot reserve rooms in the OC for 2010 until the end of November; she and Michelle Southward have the potential dates they would like to reserve, and will move forward with scheduling when appropriate.
- IV. **Secretary's Report** – Bridget Green
- V. **Treasurer's Report** – Chris Jensen
 - A. The AP Assembly donated \$300 to New Employee Welcome Reception.
 - B. \$88.65 was spent on letterhead for the Assembly.
 - C. There is currently \$8,157.87 in the AP Assembly Account.
- VI. **Senate Report** – Michelle Southward
 - A. Items discussed included the appointment of senate members and discussions on the recent movement by the Michigan Senate to cut funding for the Michigan Promise Scholarship. Attendees were encouraged to contact their local senators to protest the potential loss of scholarship funding.
- VII. **Committee Reports**
 - A. **Communications Committee** – Kristen Clark, Kelly Garnett
 - 1. Kelly is waiting for final additions for the newsletter and will distribute early next week.
 - B. **Spirit Committee** – Chris Jensen, Carmen Etienne, Julie Dermidoff
 - 1. The spirit wear sale will include jackets like those sold last year and fleece vests.
 - 2. Chris is working with Communications and Marketing to determine what OU logo can be used on the items.
 - 3. The committee plans to start taking orders as soon as we have sample sizes available.

C. *Nominations and Elections Committee* – Kim Schultz, Theawiana English

D. *Professional and Personal Development Committee* – Jean Szura, Bridget Green, Brelanda Pirani

1. On November 13, at 10 a.m., the first professional development opportunity of the year will be offered: “How to Help Your Office Go Green”
2. The committee is working with Chef on a possible presentation for December – “Fun and Easy Holiday Appetizers”
3. Chris will speak to Michelle St. Dennis about whether we are permitted to use AP money for a food-related event.

E. *Special and Social Events Committee* – Jennifer Singleton, Mike Stromayer, Ben Fielder, Kellie Klinck

1. There is now an AP Assembly button/link on the UHR training site.
2. The Whole Foods Event will be held on October 15 from 5:30 -7 p.m.
3. The committee is discussing a possible orchard event on October 24 however, there are concerns that it may be approaching too rapidly.
4. The committee is working with athletics on a possible basketball event, similar to the event held last year.
5. Another possible event under consideration is a dinner/walk through downtown Rochester in conjunction with the annual light display.
6. The committee is looking at spacing events out over the semesters.
7. Other ideas include an event at Palazzo di Bocce, and an ice sculpture event at either Frankenmuth or in Plymouth, for which we would possibly rent a bus.

VIII. Old Business

A. Letterhead has been purchased for AP Assembly use.

IX. New Business (None)

X. Good and Welfare

- Sarah mentioned that banner will not be available on 10/9.
- Chris Jensen announced that the CSA now has an events calendar that promotes student events and that links directly to student’s Google calendars; Chris also mentioned that chaperones are still needed for the upcoming CSA trip to Cedar Point on Saturday, October 17.

Next Meeting

Thursday, November 12, 2009

10:00 am

Room 125, OC

Photos for the website will be taken