

## Regular meeting of the YSU-ACE Executive Committee

Thursday, November 9, 2023

PRESENT:

Officers: President- Melanie Leonard

1st Vice President- Nancy O'Hara

2d Vice President- Jill Mogg

Secretary- Cassie Nespor

Treasurer- Kim Jenkins

Committee: Joe Audia, Kevin Hood, Lisa Devore, Kay Helscel, Sherry Massaro

Guests: None

ABSENT: Steve Katros

**CALL TO ORDER.** Melanie Leonard called the meeting to order at 11:34am in Cushwa Hall #3227 and Webex.

**APPROVAL OF AGENDA.** The agenda was sent to the executive committee electronically prior to the meeting. There were no changes or additions. Nancy O'Hara made a motion and it was seconded to approve the agenda with flexibility. It passed unanimously.

**APPROVAL OF MINUTES.** Minutes from the October 12, 2023 regular meeting were sent to the Executive Committee electronically and were reviewed. Sherry Massaro noted a spelling error in Chick-fil-A under New Business. Kevin Hood made a motion and it was seconded to approve the minutes with the spelling correction. It passed unanimously.

**TREASURER'S REPORT.** The Treasurer's report dated November 9, 2023 (attached) was sent to the executive committee electronically. After reviewing the report, no corrections were made. Cassie made a motion and it was seconded to approve the report. It passed unanimously. Melanie needs to go to Credit Union to update 3 names on the account- Melanie Leonard, Kim Jenkins, and Jill Mogg will be on it. Melanie also needs to change the names on the LPL investment account to current officers. Our accounts need to be audited. At the upcoming Chapter meeting, Melanie will call for 3 volunteers to be on an Audit Committee.

**MEMBERSHIP REPORT.** Jill Mogg emailed the report from the beginning of November to the officers before the meeting. It shows 169 full-time and part-time members. We discussed the group email system switching from YMES to EMMA for chapter emails. YMES includes members that have opted out. EMMA would allow us to update the list every month based on the IT report. Melanie will contact Becky Rose about creating an EMMA account for ACE and adding secretary Cassie Nespor to the system.

### COMMITTEE REPORTS

Negotiations Committee: Kevin Kralj and Melanie are still reading through the contract. It was also sent to all negotiating team members. Once it's approved it will be posted on the HR website and we'll get 50 printed copies. The bonuses were paid on November 3. Three ACE members started that pay period and will get bonus on their first pay check.

Grievance Committee: There are no open grievances. All members on the shift differential grievance signed off and got payment. Melanie will call for members to join committees at Chapter meetings. If we get new people, we will do a training.

Elections Committee: There was no time to hold an election to replace Hasheen Wilson as NEOEA and OEA delegate. Joe Audia will be our only representative at these meetings.

Constitution and Bylaws Committee: These documents haven't been updated since 2007. Melanie has revision suggestions from a 2011-2013 committee to start work of new committee. There is also training available from OEA. Nancy O'Hara volunteered to serve on this committee.

Communications Committee: A new newsletter will be ready to distribute on Monday. Cassie asked that any members with photos from the tailgate event send them to her for the newsletter. Melanie gave Cassie the password to the website so we can begin updates. At the moment, the website isn't working and Cassie emailed OEA about the problem. Cassie Nespor and Nancy O'Hara will be working with Joe Audia to get it up to date with useful information.

Social Committee: Rob Chance, Jill Mogg, Kay Helscel, and Eric Barr are on this committee. They are in the process of planning a Phantoms game in January or February.

Healthcare Advisory Committee: Kay Helscel and Mike Lisi attend these meetings. The next one is in February. Kay mentioned that no minutes taken at these meetings.

MAT: not active

## **OLD BUSINESS**

Chapter meeting agenda items: Introduce Executive Committee and new members, discuss bonuses, and emphasize the need for committee members. 94 people RSVPd with a lunch order. Jill will make a handout of all committees open to distribute at the chapter meeting.

Christmas party: Lisa Devore contacted Leo's Restaurant for a quote. All quotes should include cost of plates and service. Menu should include salad, rolls, pasta, meatball, chicken, vegetable, beverages. We will buy sheet cakes. Jill Mogg will get a quote from Chartwells and Melanie from Elmtree Catering. We decided to purchase gifts for all members. Jill Mogg will order two options. Rachelle Joy-Tupaj will design logo to use. Jill Mogg made a motion, and it was seconded, to purchase 120 blankets and 100 umbrellas. It passed unanimously.

T-shirts: We placed an order to replenish t-shirts. 75 of various sizes were purchased from Caliber Graphics. Rob Chance wants to order hoodies for members. The cost of these hoodies from Caliber is \$35 including ink and tax. Cassie Nespor presented another option of ¼ zip sweatshirts from Select Sportswear (Sensource) for about the same price to give members a choice. The committee decided to place an order for these over the summer after collecting choices and sizes from members.

NEOEA/OEA Delegates: Since only one person will be attending these meetings, Joe will be reimbursed for mileage for his own vehicle, a hotel reservation in Columbus for one night, and meal allowance for meals not included in the meeting. He also gets 4 hours of union leave with pay on Friday of OEA meeting.

## **NEW BUSINESS**

OEA grant: We got the OEA Grant! Melanie will be discussing details of this grant with OEA soon. It's for a one-year special project up to \$2,400. Connie's plan was to engage with 70% of the membership. It can cover expenses until August 31, 2024. We must submit itemized receipts quarterly. The first report is due January 31, 2024! We will need to plan a listening tour, possibly beginning at Christmas party with Executive committee members going around to each table to talk to members.

Student pantry warm clothes donation: The union will support a campus drive to collect warm clothing for the Penguin Pantry at our Chapter meeting. Cassie Nespor made a motion, and it was seconded, to spend up to \$250 to purchase hats and gloves to supplement what the membership donates. The motion passed unanimously.

Roberts Rules. Melanie consulted Roberts Rules about recording motions in the minutes. The minutes should record what was done, not what was said. The name of the person making a main motion should be recorded, but not any second motion.

**ADJOURN.** There being no further business to discuss, upon motion made and seconded, the meeting was adjourned at 12:59 p.m.

Respectfully submitted,  
Cassie Nespor, YSU-ACE Secretary

Next meeting: December 14, 2023.