**TACOMA FEDERATION OF EDUCATION SUPPORT PROFESSIONALS LOCAL 461**

**MINUTES OF MEETING OF GENERAL MEMBERSHIP**

**November 15, 2022**

**Meeting called to order by First Vice President Kari Madden at 5:05 pm**. President Kathy Unruh was unable to attend due to a family emergency. This was a virtual meeting held via Zoom.

**Welcome**.

**Approval of Minutes: A motion was made and seconded** that the October 25, 2022 meeting minutes be approved as presented. **MOTION TO APPROVE MINUTES PASSED**.

**President’s Report**: Kari Madden reported on holiday help available through Pierce County Central Labor Council. She also reported on a meeting she and Kathy Unruh had with Andrea Frazier of the Professional Development Department of TPS. New in person and virtual courses are upcoming.

**Finance Report**: Treasurer Laura Robyn presented a monthly financial report. She also discussed the need for an Audit Committee. Volunteers will contact Laura directly.

**Second Vice President/Membership Report**: Anitra Wise reported on membership. She also discussed the need to fill the open board positions, Communication Director and two Building Rep Coordinator positions.

**Communications:** Gillian Reese has resigned from this position. Liz Walle discussed the need for a new Communication Director ASAP and gave a brief discussion of what the job entails.

**Good of the Order**:

* A question was brought up about the PRS day in December. Is it a workday for us? (Yes). Can we work remotely as certs are doing? (Up to each administrator).
* A question was brought up about how to put in for pay for the 15 hours of collaboration time.
* A question was asked as to why we had this meeting at 5:00 as opposed to prior meetings at 4:30. This was at the request of our bus monitor members who cannot get off work in time for a 4:30 meeting. 5:00 is the new permanent time for general membership meetings.

**Meeting adjourned at 5:30 p.m.**

Respectfully submitted,

Liz Walle, Secretary