



**Date:** 1/31/24  
**Time:** 12:00-1:00 PM  
**Location:** Teams

# BOARD MEETING

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## Meeting Minutes

Call to Order— 12:05pm

Participants – Adriana Publico (AP), Lisa McNeill (LM), Naveed Frank (NF), Tony McMillen (TM), Caitlin Davis (CD).

### OPEN SESSION

- I. Approve Minutes from 1/24/24 meeting. Approved.
  
- II. Review Action Items
  - a. Adriana – Enrollments, Attorney – currently have 133 members, Lisa has access to list and will send to payroll today or tomorrow. Many questions for Alex V since last week, the Dreher’s filing with EMRB challenges our legitimacy as an organization. TM interprets that this is more of a complaint against the district and not directly with us. Alex has been in contact with district attorneys with more information than what APTA may know or realize. Can we set up a meeting with Alex V? Adriana would circle back with Alex tomorrow. To separate from APTA we followed NRS 288.160.
  - b. Adriana & Naveed – Bank Account – Naveed is totally off the account with United Federal CU. The bank is investigating. AP+NV went to GNCU to open account but still need 501(c)(5) letter, don’t know when that will be. The bank can make this an unincorporated account and change to tax exempt status. Want to avoid this option b/c unknown what effect on tax filing status. AP fronted \$600, intent to pay back when dues are collected. Lisa suggested having a 3<sup>rd</sup> person on the account, not an urgent matter and can happen after spring elections in 2024.
  - c. Lisa & Naveed – Secretary of State filing, ACH Form, W-9 – LM Sec. of State is done, ACH form requires bank account information, W-9 is done. NF waiting on exemption pay

code, Lisa will follow up on what that number is. There is a tax form that gets filed every year at end of FY, states that organizations took in less than \$50K, if we take in over \$50K the union has to file a tax return.

- d. Tony – Negotiations – last meeting was 1/29 and went well. Working on proposal language for article 12 and 23. Waiting on district for responses. Ready to set up ratification meetings on 2/6 and allowing Virginia Doran to be present and allows all day Wednesday 2/7 and Thursday 2/8 to vote and get on 2/13 WCSD BOT meeting agenda. AP suggest having (1) meeting at Brown Center for in person attendance, with Zoom option, and record to send out to anyone that can't attend. Possibly have Riggins Court meeting location, AP to work on HR space reservation in Admin. LM wants to meet prior to craft collective message with documents ready. TM working on items to actually present with summary of tentative contract agreements.

### III. Updates/Next Steps

- a. Enrollments – LM to turn everything in on 2/1.
- b. Negotiations – Team finalizing TA's. Legal asked if we wanted to do BOT presentation, TM wants to just put on consent for optics reasons and thank the district/BOT for negotiations. TM will do public comment on 2/13 BOT.
- c. Contract Ratification Plan – TA may be done as late as Monday 2/5. AP to send out Zoom link for 2/6 WPTA meeting invite on Friday 2/1. AP will open ballot after meeting on 2/6 at 5pm and close Thursday 2/8 at time before agenda gets posted that day. We need 50% approval of voting members only, not all active and non-active members. Retroactive pay maybe March 2024, but more realistically April 2024.
- d. Legal Counsel – AP haven't heard much back from Alex V., will circle back tomorrow for meeting with WPTA board and Alex. NF asked if there were other options. Per LM there are not many attorneys that represent employees.
- e. Bank Account – waiting for letter to open account. TM question about what if we don't get the account set up before dues are pulled from pay, where does the money go? LM to follow up with Lisa Mae. Bank has offered us to open non tax exempt account now and then transfer to an exempt account. AP maybe the district can mail WPTA a check and we can deposit when account is ready? LM to follow up with Lisa Mae.
- f. Other Setup items – none currently.
- g. Gmail & Website – no action yet, non-urgent.
- h. Upcoming Employee Resource Fairs – 2/29/2024 & 5/10/2024 – good networking opportunity.
- i. Scholarships – TM we need to finalize financially, negotiations, and getting set up as a new union. We are interested in getting scholarships set up. LM created in by-laws that board could approve if funds available. TM craft it so that all 6 applications could be employee or family, no longer 3 employees and 3 employees. Scholarships could be for graduating seniors starting college, some could be returning scholarships. TM suggest

\$1000 no longer \$750. Award used to do March but could be April. When we know what we can budget we will inform members. Want to award before the student graduates for recognition in HS, money goes directly to university/college program directly in August or so. Set up fees take precedence, waiting to see attorney fees, what happens with EMRB, other unforeseen. AP to refer potential member to APTA website for more information, and touch on high level set up issues still pending and requiring funds first.

- j. Sick Bank update – offered to honor share sick bank MOU with WSPA but they declined. AP working with HR to split sick bank balance by employee type (we will just have the Protechs moving forward).

**CLOSED SESSION**

- I. See closed session meeting minutes dated 1/31/2024.

Next Meeting – 02/07/2024

Meeting Adjourned – 1:26pm

Action items	Owner(s)	Deadline	Notes
Meeting with Alex Velto	AP	ASAP	Alex will join 2/7/24 board meeting
GNCU Account	NF + AP	ASAP	501(c)(5) letter required for opening
\$ to LM	NF	ASAP	Filing fee for (?) prior to union set up
\$ to V. Doran	NF	ASAP	Payment to Virginia for negotiation services
3 <sup>rd</sup> person on Bank Account	WPTA Board	July 2024	Good idea to have 3 <sup>rd</sup> WPTA board member on bank account, can happen after elections
Membership Dues	LM	ASAP	Follow up with Lisa Mae(?) about options for membership dues collection before GNCU account finalized
ACH Form	LM + NF	ASAP	Requires bank account information
Tax Exempt Pay Code	LM + NF	ASAP	Lisa to follow up on what this number is
Enrollments	LM	2/1	Current enrollment status due to HR(?)
WPTA Member Meeting	AP + TM	2/6	Present tentative agreements to WPTA members for questions and ratification.
Contract Ratification Vote	AP + TM	2/7 or 2/8	Send out ratification vote to active membership
2/13 BOT	All	2/13	Attend 2/13 BOT meeting to provide public comment