

APFA

BOARD OF DIRECTORS MEETING

2020 BOARD OF DIRECTORS CONVENTION

March 2-5, 2020
Sheraton Universal Hotel
Universal City, CA

Resolution Tally Sheet

Resolution #: 5
Maker: Milenkovic
Second: Norvell
Date: 03/04/2020
Time: 10:18 a.m./12:11 p.m.

Resolution Name: Budget Oversight Committee

AFFECTS POLICY MANUAL:

YES = Yes	ABS = Abstain	PXY = Proxy Vote
NO = No	N/A = Absent	REC = Recuse
PASS = Pass		

COMMENTS:

	B O S	C L T	D C A	D F W	L A X	L G A	M I A	O R D	P H L	P H X	R D U I	S F O	S T L	PRES — Tie- Breaker
	Milenkovic	Hazlewood	Pennel	DeRoxtra	Nikides	Norvell	Trautman	Wroble	Kaswinkel	Babi	Sullivan	Toms	Martin	Bassani
YES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PASS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PXY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
REC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

YES: 13 **NO:** 0 **ABSTAIN:** 0 **ABSENT:** 0

Status: *Passed* *Failed* *Tabled* *Withdrawn* *Show of Hands*

WHEREAS, the APFA Board of Directors is the governing body of the APFA; and

WHEREAS, Article III, Section 3.A. “authorizes and empowers the APFA Board of Directors to take any and all lawful action consistent with the Constitution to safeguard and protect the APFA, and the rights, privileges, duties and responsibilities of the officers, representatives and members of the APFA. The Board of Directors is authorized to interpret the Constitution and to establish, prescribe and adopt such other policies which may be consistent with this Constitution as required for the direction and management of the affairs of the APFA;” and

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WHEREAS, Article III, Section 3.L.12, empowers the Board of Directors to “establish, combine, delete or change the duties, responsibilities and specific job descriptions of administrative, committee and support personnel in accordance with the with the provisions of Article IX of the Constitution for budgetary or policy reasons;”, and

WHEREAS, Article III, Section 3.L.18, empowers the Board of Directors to “appoint special committee;”, and

WHEREAS, Article III, Section 3.L.22 of the APFA Constitution empowers the APFA Board of Directors “to take any and all appropriate action deemed necessary to promote the welfare of the members of the APFA;” and

WHEREAS, after a thorough review of the current state of the APFA budget, the APFA Board of Directors put in place the Budget Oversight Committee per Resolution 15 on November 29, 2019; and

WHEREAS, Resolution 15 immediately set the following guidelines pertaining to “Trip Removals” for the remainder of the current National Officers’ term, with a review of APFA’s financial state at the beginning of the next fiscal year; and

WHEREAS, these below changes to the APFA Policy Manual went into effect until the APFA Board of Directors deems necessary, superseding the current language pertaining to “Trip Removals – PPO, AP, PA, Vacation Payback.”

- **Budget Oversight Committee (BOC)**
 - The Budget Oversight Committee will be comprised of two designated members of the APFA Budget Committee and a member designated member of the APFA Board of Directors.
 - The Budget Oversight Committee (BOC) will develop and enforce a process to ensure daily oversight of trip removal cost.
- **Online Submissions (PPO, AP, PA, Vacation Payback)**

(All Trip Removals will be submitted via an online form on the APFA website)

 - Trip removal submissions will be sent to the Budget Oversight Committee (BOC).
 - Trip removal requests may only be submitted to the Budget Oversight Committee (BOC) by the person authorized to do so for that Department’s budget (Department Chair, Base President, Specialist, Budget Owner, etc.)
 - All trip removal submissions must include a full and detailed calculation of the trip removal value.
 - The Budget Oversight Committee (BOC) will have the authority to provide a trip removal without submission in mitigating circumstances.
- **Overview**
 - The Budget Oversight Committee (BOC) will review all trip removal requests against the budget.

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- The Budget Oversight Committee (BOC) will have full authority to approve or deny trip removal requests in alignment with the APFA Constitution, APFA Policy Manual, and budget limits. Such authorization to approve or deny trip removal requests will require 2/3 approval of the Budget Oversight Committee (BOC).
 - **Denials:** The BOC will provide a detailed explanation for any trip removals that were denied and will offer any support necessary to avoid any risk of denying any services that would directly impact the membership.
 - **Approvals:** Approved trip removals will be forwarded to the designated Executive Assistant for processing. Such processing of a trip removal by an Executive Assistant may only be processed with approval from 2/3 of the Budget Oversight Committee (BOC).
 - **Exceptions:** For extenuating circumstances, and with approval of 2/3 of the Budget Oversight Committee (BOC), the Budget Oversight Committee (BOC) will have the authority to process an AP and/or PA day after hours and on weekends.
- **Reporting**
 - The Budget Oversight Committee (BOC) will maintain and manage all trip removals and provide a detailed monthly report to All Leadership (i.e. National Officers, Base Presidents, Base Vice Presidents, and Ad Hocs).

WHEREAS, the APFA Budget Committee proposed the 2020-2021 yearly budget at the APFA Convention to the APFA Board of Directors. After further review of the new budget the APFA Board of Directors feels the Budget Oversight Committee is a vital tool to the future of the APFA's financial snapshot; and

BE IT FURTHER RESOLVED, the Budget Oversight Committee (BOC) will remain in place until the 2020 Fall Board of Directors Meeting, at which time the Board of Directors will reevaluate the committee and it's need; and

BE IT FURTHER RESOLVED, that the APFA Board of Directors stand together to do everything possible to restore APFA to a financially sound union.