

AFSCME LOCAL 517

General Membership Meeting Minutes

May 21, 2025 - 12:00-1:00pm

In Person:

Washington County Government Center in Stillwater, Conference Room LL13

Virtually: WebEx - See instructions below



WebEx Instructions: *Please mute your line when you are not speaking*

Attendees: Kaitlyn McCarthy, Kathryn Bursinger, Heather Vandenheuvel, Reese Glaser, Lizzy Grover, Shannan Feeney, Lisa Peterson, Shawn Carpenter, Carissta Arndt, Alex Calero, Benjamin Henry, Katie Wallner, Lynn Ariyadej, Carrie Genereux, Christy Aufderhar

Agenda

- Call to Order- 12:03
- Treasurer's Report
 - March Financial review and approval
 - Playing catch up with invoices that we are still on the hook for but things will get straightened out by next meeting due to treasurer responsibilities and life event happenings
 - Discussion of St. Paul Regional Labor Federation
 - Provides trainings, scholarships, etc, also screens political candidates
 - It was communicated that AFSCME Local 517 would like to physically see the invoice before we pay it, that way we can have the paper trail of payments
 - Financial reports for April and May will be straightened out by next meeting
 - Setting up a financial schedule with the e-board to have expense reports for any month by the 15th of the next month so that finances can consistently be kept up
 - Motion to approve March financial report
 - **Reese** moves to tentatively approve financial report.
 - **Ben** second
- Secretary's Report ([link to minutes on website](#))
 - April review and approval
 - **Ben** motion to approve April minutes
 - **Kaitlyn** second
- President's Report
 - Ben, Lisa, and Paul will be meeting with the County Administrator
- Business Rep's Report
 - Upcoming Trainings: [Calendar of Events | AFSCME Union Hall](#)
 - AFSCME financial responsibility training today- 35 people
 - WEBSITE Training: June 4th 4-6pm either in person at council 5 office
 - Communications June 11th 4-6pm
 - Next financial responsibility training July 3rd 9-5pm
 - May 28th, Negotiations Training at 9am
- Old Business
 - Negotiations Training
- New Business
 - Recaps of Recent Events
 - Union Representative Drop-In Hours in Cottage Grove- May 7th
 - Nobody came in- Paul will do blast text and email a week prior to event

- Next drop in hours, all 11am-1pm
 - June 4th, Stillwater
 - None in July
 - August 6th, Forest Lake
 - September 30th, Cottage Grove
 - It was discussed that some members were not receiving text or email blasts, everyone should check that their contact info is up to date in Memberlink, and Paul will look into any communications issues
 - New Employee Orientation
 - Bargaining Survey Planning
 - Lisa went through several questions in the survey
 - Kaitlyn will send skeleton survey to members who attended to see if there's any additional questions we could ask:
 - Initial input
 - Confirm existence of general comments section
 - What sort of work or life enhancements? Aside from wages, what is important?
 - Communications
 - Is it worth asking if you receive emails or texts from us on personal vs work email?
 - What communication methods/media/forums would you be most likely to use, OR do you use?
 - It was decided that comms questions like this would be addressed separately to the negotiations survey.
 - Questionnaire is technically anonymous but does ask what department they work in- make this optional for optimal anonymity?
 - The idea of open meetings to nonmembers was floated.
 - For the next meeting, Kaitlyn will send in the agenda email that non members who would like to attend on a one time basis are welcome provided they message the Recording Secretary beforehand so they don't get kicked out.
- Good & Welfare
 - Gift Card Drawing: Alex Calero
- Adjourn- 1:03

Questions about the union or membership? Fill out our [contact form](#) and a local union member will be in touch.

Get involved! Visit the [Local 517 website](#) and [Facebook page](#).

Executive Board:

President: Lisa Peterson
 Vice President: Ben Henry
 Treasurer: Shawn Carpenter
 Chief Stewards: Carrie Genereux (non-exempt) and Vacant (exempt)
 Recording Secretary: Kaitlyn McCarthy
 New Member Secretary: Heather Vandenheuvel
 Communication Liaison: Alexea Cheatem
 AFSCME Business Representative: Paul Schwarz

Contact AFSCME Council 5:

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