



CITY OF SANTA MONICA  
ADMINISTRATIVE TEAM ASSOCIATES

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BENJAMIN STEERS, PRESIDENT  
RUSSELL BUNIM, VICE PRESIDENT  
STEPHANIE LAZICKI, TREASURER  
ENNY CHUNG, SECRETARY  
ANNETTE MORALES  
ELANA BUEGOFF  
LIZ BAR-EL

**Board Meeting**  
**Thursday, January 13, 2016**

**1: Call to Order @ 12:12 pm by BMS**

*Present: BMS, RB, SL, EC, EB, LB, John Meschayn*

**2: Introductions**

**3: Thoughts from 2015 and ideas 2016/Transitional Discussion**

*In 2015, revamping of the website was discussed. Will carry over into 2016 and incorporate the MOU.*

**4: Old Business**

**a. Website**

*The website needs to be updated and with news and information.*

**b. Member List**

*The list will be updated by EC on regular basis.*

**5: New Business**

**a. Meeting Dates for 2016**

*Meetings will be held the 4th Tuesday of every month, 12:00pm in PSF 7.*

**b. Job Description Review**

*Review of job description will continue as previously done.*

**c. Employment Issues**

*Board will move forward to represent an employee who was terminated during on probation. EB made a motion to send a letter to Human Resources about vacancy date and response to her position. BMS second. All voted in favor.*

**d. Negotiations**

*Board decided to survey the members. Board needs to send a letter to the City by March 1st. A meeting will be scheduled the week of the 25th of January to discuss the survey. Items to discuss will include parking and wellness benefit.*

**6. Adjournment @ 2:06 pm**