



## NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

*National Headquarters*  
1727 KING STREET, SUITE 400  
ALEXANDRIA, VA 22314-2753  
(703) 836-9660

September 1, 2023

### **Board Memo 114-2023: Executive Board Meeting Minutes**

**Executive Board,**

Attached are the Executive Board meeting minutes held on August 30, 2023.

Thank you, and be safe.

NAPS Headquarters



# National Association of Postal Supervisors

## Executive Board ZOOM Meeting

August 30, 2023 4:00 PM

Call to order – 4:01 PM August 30, 2023 by Board Chair Chuck Lum

Roll call – Warden 24 of the 25 Board members were in attendance. Excused was Kevin Trayer

Also in attendance was Legal Counsel Bruce Moyer, Andy Freedman, and Lauren Kelleher

Meeting Agenda – Update on the recent court decision by Judge Royce Lamberth pertaining to Discovery, Update on NAPS HQ Staff, contract

President Butts thanked the Board members for attending. President Butts informed the Board that we will be in Executive Session for the phase of the meeting pertaining to the lawsuit. Attorney Andy Freedman informed the Board this meeting is governed by Attorney/Client privilege.

At the conclusion of the briefing and Q & A the question was asked if a memo will be written informing the membership. President Butts stated yes as it is presently being drawn by our legal team.

President Butts then informed the Board of the staffing changes at NAPS Headquarters. Emily Christophersen and Allison Portnoy have decided to resign and pursue other endeavors. President Butts informed the Board that they hired a replacement to take over the membership duties. Mr. Patrick Gustafson. He is presently training with Emily. Also, the temporary employee Caitlyn Helber has now been hired as full time. Ms. Sheena Williams will assume the duties of Office Manager. And Charles Caburian will be transitioned from the book keeping duties and be assigned the social media functions among other office duties.

Secretary/Treasurer Jimmy Warden then presented a contract for John Wallace who presently is the Accountant for NAPS. Mr. Wallace will take over the book keeping duties that were previously performed by Charles Caburian. This will be in addition to the accounting duties Mr. Wallace presently is hired by NAPS to perform. Jimmy informed the Board with the office staff changes and the hiring of Mr. Wallace to perform the additional duties the projected yearly cost savings would be \$56,867.40 overall.

Past President Brian Wagner made a motion to accept the contract with John Wallace. Second by Tommy Roma

Motion # 1 passed 22 – 0. Not Voting were Kevin Trayer – Excused and Board Members Robert Bock (District Hurricane Meeting) and Luz Moreno needed to leave to attend other meetings.



# National Association of Postal Supervisors

Executive Board ZOOM Meeting

August 30, 2023 4:00 PM

Discussion was then held pertaining to the budget. Jimmy will update the budget as the budget has not yet been approved by the Board for fiscal year 23/24. Once updated it will be sent to the Board for review.

President Butts adjourned the meeting at 5:45 PM.

Respectfully Submitted,  
James "Jimmy" Warden  
NAPS Secretary Treasurer