

**EXECUTIVE MEETING**  
**TUESDAY, FEBRUARY 24, 1987**  
**A G E N D A**

1. Adoption of Agenda
2. Adoption of Minutes
3. Committee Reports:
  - i) Treasurer's Report
  - ii) President's Report:
    - a) discussion of general membership meeting
    - b) report on S.A.C.T.U., and delegate from C.U.E.
    - c) report on letter to Ian Donald, Rankin & Company
  - iii) Contract Committee
  - iv) Grievance Committee
  - v) Communications Committee
  - vi) Health & Safety
  - vii) Education
4. Other business.



CUE EXECUTIVE MEETING MINUTES  
FEBRUARY 24, 1987

PRESENT: Adrien Kiernan (Chair); Edmund Kam; Susan Zagar, Estelle Lebitschnig; Alannah Anderson; Diana Ellis; Sandy Lundy (Joe Denofreo -CUPE Rep.)

1. ADOPTION OF AGENDA

M/S Zagar/Anderson that the agenda be adopted. Carried.

2. ADOPTION OF THE MINUTES

Minutes of the meeting of February 17, 1987 were tabled.

3. COMMITTEE REPORTS

i) Treasurer's Report

M/S Ellis/Lebitschnig that the Treasurer's report be adopted. Carried. The consensus was that this was an excellent report, highlighting the fact that the financial position has stabilized and it has not been necessary to borrow from the strike fund for ready cash.

As an additional comment, Adrien pointed out that our financial position has been greatly helped by the fact that Joe Denofreo has been on loan to us from CUPE working full time in the office at no charge to us.

Susan Zagar raised the question of what the policy is regarding gifts to people when they leave the union office. The reason for this was with respect to renewal of Ted Byrnes Library card which was purchased on his behalf as a gift to him when he left the union office in December. At this time there is no policy and Estelle has agreed to develop a proposed policy and bring it back to the executive for discussion and approval.

ii) President's Report

A discussion was held concerning arrangements for the membership meeting to be held February 26, 1987. Barry Thorstensen of the CUPE national office will represent Jeff Rose. Members will be invited to prepare statements concerning the CUPE affiliation and to give them to Susan, Edmund or Gloria by March 4, 1987 if they want them included in the mail out.

M/S Lebitschnig/Ellis that the ballots be counted on March 26, 1987. Carried.

Adrien reported on her attendance at the dance to raise funds for SAC TU. She stated that there was a large turnout and that she had discussions with one of the representatives. SAC TU requested that we send a delegate to sit on their committee and it was suggested that Joy Korman be approached to take on this responsibility as it was thought that she already is involved in the antiapartheid movement and the South African Congress of Trade Unions.

M/S Zagar/Ellis that Joy Korman be asked to be a delegate to SAC TU on behalf of CUE. Carried.



ii) President's Report (Cont'd)

Adrien reported that she has sent the letter to Ian Donald of Rankin & Company asking for a written opinion at no additional cost as requested by the Executive at the previous meeting.

Adrien advised that Joe Denofreo, the CUPE staff rep. has been working in the Union office and is supposed to be finished at the end of February. She requested that the executive approve an extension for Joe since she has become unexpectedly busy in her own office and would find it difficult to get leave without putting too much pressure on the rest of the staff. Joe is readily agreeable to this with the proviso that he will only be in the union office three days per week so that he can give attention to all of his other locals. Adrien stated that an arrangement could be made whereby if it is busy in the Union office that she will go in the other two days of the week so that the level of service to the members is maintained.

M/S Zagar/Anderson that Joe's term in the Union office be extended to the end of March or further if necessary. Carried.

iii) Contract Committee Report

M/S Anderson/Lebitschnig that the Contract Committee Report be accepted. Carried.

Adrien reported that the committee will meet on the second and fourth Monday of each month and is preparing proposals for ratification by the members on March 26, 1987 at a membership meeting.

M/S Ellis/Lebitschnig that \$80.00 be approved as fees so that four members of the Executive or Contract Committee can attend a course on collective bargaining to be given April 4th and 5th, 1987 by the Vancouver and New Westminster Labour Councils. Carried.

As there was no time left, the Grievance Committee, Health & Safety Committee, Education Committee, Trustees Reports and Other Business were tabled until the next meeting.

Next meeting will be held March 3, 1987 in the Union office.

Meeting adjourned 7:10 p.m.





Canadian  
University  
Employees

2170 Western Parkway, U.B.C., Vancouver, B.C. V6T 1V6

224-2308

February 23, 1987

Mr. Ian Donald  
Rankin & Company  
Barristers & Solicitors  
195 Alexander  
Vancouver, B.C.

Dear Mr. Donald:

I am writing to you on behalf of the Executive of the Canadian University Employees Union, with respect to the invoice that we received for your legal opinions regarding a previous Officer of this union, namely Patricia House.

We are a new Executive for CUE and took office effective January 16, 1987. There are no previous table officers from the old Executive. As such, we have absolutely no record of the legal advice that you offered with respect to Patricia House. We find this a very difficult position to be placed in.

We have a number of questions with respect to your invoice to us covering this incident. When I found no correspondence in our files and contacted your office for a copy of the written opinion that we had been billed for, firstly I was told that any record was lost of your written opinion and subsequently I was told that a written opinion was never sent to us and that if we required one, it would cost us an additional \$200 or \$300. This seems strange to both myself and the other Executive Members of CUE. Especially since you also billed us for the so-called courier service to deliver the opinion. Finally, we were told by your secretary that it was simply an error in billing and that time should have been charged for an oral opinion rather than a written opinion. This all seems to be very vague and awfully suspect to us, taking into account the amount you have charged us for your legal services.

Through this letter, I am requesting, without further cost to us, a written opinion of the legal advice you offered the previous executive. I would like a reply to this letter at your earliest convenience.

Thank you for your attention to the above.

Yours sincerely,

A handwritten signature in cursive script, reading 'Adrien B. Kiernan'.

Adrien B. Kiernan  
President

ABK/gs



C.U.E.  
Treasurer's Report  
February 24, 1987

The audit has been completed and the financial statements for December 1986, January 1987 and the year end for 1986 should be available later this week or early next week. They will be able to go out to the membership with the minutes from the February Executive meetings.

Our financial situation has stabilized. The CUPE per capita tax has been paid up to date. All other outstanding bills have also been paid (including the booking off for the time Kitty Byrne was working in the union office). The only other major outstanding amount will be for the audit, which we have yet to receive a bill for. It was not necessary to borrow any money from the strike fund.

I should have a recommendation regarding the changing of banks ready by mid-March. I am currently looking into the services offered at Vancity and would like to look at one or two other Credit Unions and/or Trust companies as well.

I feel we should try and develop some financial policies regarding the use of petty cash. In the audit done by Dunwoody in August, they made some recommendations for the management of the petty cash. We are currently using some of the procedures Dunwoody recommended. I hope to have a rough draft with some proposed policies ready for the next executive meeting.

Diana Ellis  
Treasurer



24FEB87

BY-LAW AMENDMENT:

Section E. UNION EXECUTIVE:

The Union Executive shall include the following:

President  
Vice-President  
Treasurer  
Recording Secretary  
Union Representative (2 positions)  
Trustees (3 Positions)  
Chairperson of the Grievance Committee  
Chairperson of the Contract Committee  
Chairperson of the Communications Committee  
Chairperson of the Action and Publicity Committee  
Chairperson of the Job Evaluation Committee  
Chairperson of the Technological Change Committee  
1 Division Executive Representative from each Division

Moved that the above By-Law (Section E. UNION EXECUTIVE)  
be amended to delete:

Chairperson of the Grievance Committee  
Chairperson of the Contract Committee



24FEB87

BY-LAW AMENDMENT:

Section F. ELECTION OF OFFICERS:

Section F.6

The Grievance Committee, Contract Committee and Communications Committee and Strike Committee shall each elect from among their members a Chairperson to serve on the Union Executive or have someone serve as an Executive Representative from the Committee on a rotational basis.

Moved that By-Law Section F.6 be amended to read:

The Communications Committee and Strike Committee shall each elect from among their members a Chairperson to serve on the Union Executive or have someone serve as an Executive Representative from the Committee on a rotational basis.



24FEB87

BY-LAW AMENDMENT:

Section G. DUTIES OF UNION OFFICERS AND COMMITTEES:

Section G.1 President:

The Union President shall preside at all meetings of the Union and of the Executive (except where the Union Executive has elected to rotate the Chair) and shall be a member ex-officio of all Committees and of all Divisions, and shall be responsible for co-ordination between the Committees and Divisions and the Executive.

Section G.2 Vice-President:

The Vice-President shall assist the President and shall assume the authority and duties of the President in her/his absence.

Moved that By-Law Section G.1 be amended to add:

"The President shall Chair the Contract Committee."

Moved that By-Law Section G.2 be amended to add:

"The Vice-President shall Chair the Grievance Committee"



## EXECUTIVE AUTHORIZATION FORM

DATE

Feb. 24, 1987

The following items have been authorized by the executive on the above date:

BOOK OFF:

NAME	DATE	TIME FROM - TO	SUPERVISOR

PRE-APPROVAL OF OVERTIME:

NAME	DATE(S)	NUMBER OF HOURS

EXPENDITURES:

PAYMENT TO (NAME):	FOR (ITEM PURCHASED)	CASH AMOUNT
<u>Suzan Zagor</u>	<u>2- pd for by Susan Zagor</u>	<u>8-10 .pd</u>
<u>Allen Kuernai</u>		
<u>Estelle Ba</u>	<u>Babysitting</u>	<u>\$ 10.00</u>

OTHER REQUESTS:

AUTHORIZED BY:

Alanna AndersS. LundyD. EllisEd Kehitschnig  
D. Berger  
Edmund Kain