



Executive Meeting  
March 3rd, 1987

A G E N D A:

1. Adoption of the Agenda
2. Adoption of the Minutes of the Meeting of February 24th, 1987 and February 17th, 1987
3. Treasurer's Report
4. President's Report
5. Committee Reports:
  - i) Grievance Committee Report
  - ii) Health and Safety Report
  - iii) Education Committee Report
  - iv) Communications Committee Report
  - v) Trustees Report
  - vi) Contract Committee Report - attached
6. Other Business.

CUE EXECUTIVE MEETING MINUTES  
MARCH 3, 1987.

PRESENT: Adrien Kiernan (Chair), Susan Zagar, Gloria Sveistrup, Alannah Andereson, Edmund Kam, Joe Denofreo (CUPE Rep).

1. ADOPTION OF AGENDA

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

2. ADOPTION OF THE MINUTES -Feb 17 & Feb 24, 1987 meetings

M/S Kam/Anderson to adopt the minutes of February 17, 1987 and February 24, 1987 meetings. Carried.

a) Business Arising From Minutes

Alannah would like to clarify the motion passed concerning travel expenses. Does this mean travel expenses are paid for meetings only or for all union business? It was agreed that the travel expenses should cover travel expenses incurred when on Union business.

Gifts policy for staff and executive leaving union office: Estelle submitted a gifts policy as follows: Gifts can be purchased for staff members or Executive members of the Union office for the purpose of showing appreciation for hard work and a job well done. The maximum allowable amount for gifts is \$100 and a minimum of \$25. This amount can be collected from members of the Union office and Executive, or can be taken from petty cash funds with prior written approval of the Executive.

After much discussion around the table, with suggestions that this might cause some hassles in future, such as how much to spend on each person or who is deserving and who is not, the following motion was put forth.

M/S Anderson/Zagar that the Union Executive have a no gifts policy. Carried.

Adrien received a letter from Rankin & Co. explaining the misunderstanding in previous billing.

M/S Anderson/Kam that, in future professional advice that may generate a bill to the Union should be in writing. Carried.

3. TREASURER'S REPORT

No report.

4. PRESIDENT'S REPORT

1) Adrien circulated a copy of Helen Glavina's report on her job duties in the Union office for perusal and review for the next meeting.

4. PRESIDENT'S REPORT (Cont'd)

2) Adrien received a letter of resignation from Sandy Lundy. Due to personal reasons she can no longer put in the time needed to be recording secretary. Adrien will send her a letter of appreciation for her efforts on behalf of the Executive.

3) Sandy Lundy also sent a letter requesting \$20.00 to pay for parking tickets incurred while attending Executive and Membership meetings. The parking stubs were included.  
M/S Zagar/Kam that the Union pay Sandy for her parking expenses while on union business.

4) Adrien submitted a brief report on the questions asked at the February 26, 1987 membership meeting concerning the merger with CUPE. This report will be mailed out with the ballots. Also with the ballots will be: Ted Byrne's report; submissions by members - pro and con; letter from Jeff Rose and the ballots.

M/S Zagar/Anderson that any statements written by members to be included in the ballot mailout should deal only with the CUPE affiliation. Carried.

M/S Zagar/Anderson that the ballots should read "Are you in favour of becoming a chartered local union of CUPE? Yes \_\_\_ No \_\_\_". Carried.

M/S Sveistrup/Kam that an extraordinary membership meeting be held on March 31, 1987 to deal with contract negotiations. At that time the results of the affiliation vote will be announced. Carried.

There will also be a General Membership meeting held on April 16, 1987 dealing with executive and office structure. Ballots will go out Apr 22, 1987 and returned by May 13, 1987.

5) The Executive meetings will be held more than twice a months in the next three months due to the amount of work that needs to be covered in that period of time. We will probably still be having meetings every week until these pressing issues are resolved.

5. COMMITTEE REPORTS

ii) Grievance Committee

Alannah would like to see more volunteering. One suggestion would be to ask a division to volunteer to do a specific job (such as a mail out of the bulletins) and in the next bulletin a notice is written thanking the division for their contribution of time and ask, "Who will be the next division to volunteer?".

5. COMMITTEE REPORTS (Cont'd)

ii) Health & Safety

In Estelle's absence, Adrien submitted a letter from Karen Shaw expressing some concerns about the Stress Survey they are working on. They are not getting as good a response as they had anticipated and would like further input.

Adrien will talk to Estelle and Karen and find out more details.

iii) Education

No report

iv) Communications

No report

v) Trustees

Included in President's report.

vi) Contract

M/S Kam/Zagar that the contract report be accepted as submitted.  
Carried.

6. OTHER BUSINESS

No other business.

Meeting adjourned at 7:10 p.m.

EXECUTIVE AUTHORIZATION FORM

DATE Mar 3.

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
Suzan Zagar (+ Adrien Kiernan)		8.10 pd.
Sandy Lunde - parking at hospital	pd ch # 768 march 10/87	20.00

OTHER REQUESTS:

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AUTHORIZED BY:

ABK. Alanna Bender \_\_\_\_\_ Edmund Kaus

M E M O

TO: The Executive

FROM: Estelle Lebitschnig

DATE: March 2, 1987

RE: Purchase of Gifts for Staff and Executive of Union Office

1. Gifts can be purchased for staff members or Executive members of the Union Office for the purpose of showing appreciation for hard work and a job well done.
2. The maximum allowable amount for gifts is \$100.00 and a minimum of \$25.00. This amount can be collected from members of the Union office and Executive, or can be taken from petty cash funds with prior written approval of the Executive.