

# EXECUTIVE MEETING

February 20, 1990

## MINUTES

### PRESENT:

Greg Fisher  
Shirley Irvine  
Ann Hutchison  
Sandy Lundy  
Lynn Jenkinson  
Ann Chatwin  
Denise Field  
Paul Tetrault

President  
1st Vice-President  
2nd Vice-President  
Recording Secretary  
Sergeant-at-Arms  
Sergeant-at-Arms  
Trustee  
Business Agent

Regrets: Loretta Clarke, Steve Montgomery

The meeting was called to order at approximately 2:45.

### 1. ADOPTION OF AGENDA

**MOVED:**Irvine/**SECONDED:**Chatwin  
That the agenda be adopted.  
**CARRIED**

### 2. ADOPTION OF MINUTES

**MOVED:**Irvine/**SECONDED:**Chatwin  
That the minutes of Feb. 1, 1990 be adopted.  
**CARRIED**

**MOVED:**Hutchison/**SECONDED:**Jenkinson  
That the minutes of Feb. 6, 1990 be adopted  
**CARRIED**

**MOVED:**Hutchison/**SECONDED:**Chatwin  
That the planning meeting minutes of Feb. 6, 1990 be adopted as amended.  
**CARRIED**

### Amendments

The following amendments were noted to the planning meeting minutes:

1st Para -- "The meeting was called to order at..."  
External Relations -- delete the last two words "were added"  
Prep. for '91 Contract Negotiations -- delete "It was mentioned that Marcelle Sprecher..." and replace with "It is rumoured that Marcelle Sprecher..."  
Next para -- delete "ex-officio" after "Fisher"  
Under Arbitrations -- delete 2nd sentence and replace with "Regarding the Bargaining Unit Work grievance in the Library, the parties have jointly agreed upon V. Ready as an arbitrator."  
Addition to second to last sentence under Arbitrations -- "Sandy expressed the opinion that the Grievance Committee must bring forward its recommendations to the Executive. No Committee is autonomous, and final approval must be sought."  
Add under problem areas, delete Ann and so that the sentence begins "Similarly, Alannah will discuss this at Library..."  
Under Joint Job Evaluation Committee delete 1st para "Greg...agreement"  
Add "The option was expressed by Ann Hutchison that..."  
Under Other Joint Committees add "...Alannah would like to remain on this committee at least to meet and question him..."  
Final para. under Joint Job Evaluation Committee should read -- "Gellatly's letter, or letters were not made available to the Executive, however, and no conclusion was reached on whether we should be active on the "little" committee (required under our Letter of Agreement) or the "big" committee (Gellatly's campus wide Job Evaluation Committee) or neither."

### 3. BUSINESS ARISING

#### i) Additional Keys

**MOVED:**Lundy/**SECONDED:**Chatwin  
To provide an office key to the Recording Secretary.  
**CARRIED**

#### ii) Library Cutbacks

No copies of a response have been sent to us by other groups involved on campus, and we need to formulate a response on this situation.

#### iii) Distressed Member

Has made her January payment and is up to date.

### 4. NEW BUSINESS

#### i) Denise will discuss Paul's RRSP status with our accountants, Dunwoody & Co.

Leslie's situation is as outlined on a memo which was circulated to the Executive.

#### ii) Possible election of Secretary-Treasurer and how to deal with month(s) in between.

Pauli Diether of Sedgewick Library had indicated a willingness to stand, and it may be useful to send her to CUPE course for financial officers on Mar. 30/31, if she takes office. Denise will talk to her.

Month end will continue to be done by Dunwoody & Co.

#### iii) Substance Abuse

Denise Field raised the question that members have discussed their concerns regarding an Executive members who abuses narcotics.

#### iv) Start time of Executive Meetings

**MOVED:**Irvine/**SECONDED:**Hutchison  
To start Executive meetings at 2 p.m.

Costs were obtained on 24 meetings/year, and the motion was amended by the mover and seconder to read... To start Executive Meetings at 2:30 p.m.  
**CARRIED**

The next meeting will be held on Feb. 27th at 2:30 p.m.

#### v) New duties of Erik de Bruijn

It was received for information that he has received new duties in an Library re-organization. The matter is still in question.

#### vi) The question of a stipend for Diana was not discussed. Denise reported that Diana Ellis has indicated that she is not going to continue her involvement during this transitional stage because of a telephone altercations between herself and Paul T.

### 5. PRESIDENT'S REPORT

#### i) A letter regarding the Campus Wide Job Evaluation Committee was received, but the letter from Dean Webber regarding the 75th Anniversary has not arrived.

#### ii. Petty Cash Incident

The office secretary has borrowed \$100 from petty cash without putting in an IOU. Denise had discovered this on a spot check, and views it seriously.

Paul Tetrault will draft a warning letter.

#### iii. Departure party for Diana Ellis

**MOVED:**Lundy/**SECONDED:**Chatwin  
To spend \$50.00 for a wine & cheese bon voyage for Diana, that this will be coordinated at her convenience, and an announcement made at a membership meeting.

### PLANNING MEETING

#### B. INTERNAL RELATIONS

#### 3) Training and Development of Stewards

Paul suggests that the shop steward meet as a committee every two months. The meeting in January was successful, and the next meeting will be March 13, 1990.

Paul has met with 2/3 of the stewards to determine their individual needs, and specific courses to be taken.

**MOVED:**Irvine/**SECONDED:**Hutchison

To approve the stewards development and training plan and the stewards training courses, as outlined in Paul's memos of Feb. 20. This includes \$100 max. for lunch for shop stewards meetings every two months.

**CARRIED**

The B.C. Federation of Labour Women's Conference is upcoming on March 2-3. Bring forward at Feb. 22 membership meeting and assess response, the number of members to be sent depending on response. Decision needed at Feb. 27 Executive meeting.

**6. DATES OF FUTURE MEETINGS**

**Membership Meetings, 1990**

March 22, April 26, May 24, June 21, July 26 (1 hour), August 23 (1 hour), Sept. 20, Oct. 25, Nov. 22.

**Executive Meetings**

February 27, March 14 & 27, April 11 & 24, May 9 & 22, June 14 & 26, July 11 & 24, August 8 & 21, Sept. 12 & 25, Oct. 10 & 23, Nov. 14 & 27, Dec. 12.

Mailing of Minutes and Correspondence to Executive Members

Sandy wants to ultimately set up a system whereby Executive meeting agendas, supported by a proper docket and supporting documentation, are available to officers in advance of the meeting for review and consideration.

The way it works in a smoothly running organization (like UBC Board of Governors) is that agenda items are submitted to a deadline in advance of the meeting, the agenda and its supporting documentation are circulated, the members are able to review, and to know what the upcoming items are.

At the moment many items are short notice, but we will circulate the minutes and correspondence in the intervening week between Executive meetings on a trial basis.

Addresses for mailing are:

Greg Fisher -- Union Office  
Shirley Irvine -- Union Office  
Ann Hutchison -- Union Office  
Sandy Lundy -- Dept. of Surgery Rm. 3100, LSP, VGH  
Stephen Montgomery -- Union Office  
Ann Chatwin -- Circulation, Woodward Library  
Lynn Jenkinson -- Circulation, Woodward Library  
Denise Field -- Awards Office Rm. 101, GSAB  
Paul Tetrault -- Union Office  
Joe Denofreo -- we will ask him if he would like minutes sent to CUPE office.

**4. Administration of Union**

- a) Accomodation (items appear in the minutes the way they were dealt with in the meeting)

The Executive went next door to have a look at the adjacent office and see if it is larger than the existing office and would justify the increased rent.

A discussion took place regarding whether it can be modified for our use, whether we should move in there, or rent the two adjoining offices, i.e. the one we occupy now, plus the adjacent office. This would give us more meeting space, more privacy for officers. Demerits are the smell and the probable cost.

Paul will speak to Dakralda Properties and obtain a quote on the cost of our occupying both offices, and report at the next meeting.

Meeting was adjourned at approximately 8:00 p.m.

Sandy Lundy  
Recording Secretary

exec/75.min

