

# EXECUTIVE MEETING

8 MARCH, 1989

## MINUTES

The Chair called the meeting to order at 5:00 p.m.

### PRESENT:

Pamela Lundrigan	President
Shirley Irvine	1st Vice-President
Fred Snyders	2nd Vice-President
Diana Ellis	Secretary-Treasurer
Susan Claybo	Job Evaluation
Greg Fisher	Chief Shop Steward
Sandy Lundy	Trustee
Rosanne Hood	Business Agent
Dan Kravinchuk	Communication

### 1. ADOPTION OF AGENDA

MOVED: Ellis/SECONDED: Claybo  
"That the agenda be amended to move No. 7 Business Agent's Report to offer No. 5"

CARRIED

### 2. ADOPTION OF MINUTES

MOVED: Fisher/SECONDED: Snyders  
"That the minutes of February 22nd be adopted as circulated"

CARRIED

### 3. BUSINESS ARISING

- a) P. Lundrigan reported that a Secretary has not yet been hired, but that a clerk has: Glynes McDonald

### 4. PRESIDENT'S REPORT

- a) Membership Meeting for April will be April 20th in IRC #1
- b) P. Lundrigan has resigned as President effective March 31st. She went on to say that she felt that the "next-in-line" should be in the office several days a week to continue to evaluate Rosanne's performance. Since the job falls to Shirley Irvine, it was:

MOVED: Claybo/SECONDED: Snyders  
"That S. Irvine be booked off as of March 27th to work in the office 3 days per week, for 3 months."

CARRIED

There was some discussion on the duties Shirley would perform in the office, ie. handling grievances, etc., and it was discussed that Shirley may need an alternate from time to time. It was therefore:

MOVED: Snyders/ SECONDED: Claybo  
"That G. Fisher be booked off 2 days per week from April 3 to April 30, subject to need, to work in the office."

CARRIED

### 5. SECRETARY-TREASURER'S REPORT

MOVED: Ellis/SECONDED: Kravinchuk  
"That a donation of \$218.00 be made to the Red Cross for the "Red Cross Blood Donor Program"

CARRIED

### 6. BUSINESS AGENT'S REPORT

A written report was handed out and discussed. Of major concern to Rosanne was the amount of grievances on the go which she was participating in as they consume a great deal of time, and have prevented her from her other duties, such as facilitating the work of the other committees, becoming more familiar with the office administration, visiting the off-campus work sites, visiting on-campus work sites, organizing training sessions for our members, recruiting shop stewards, etc.

Rosanne and Joe left the meeting and the President reviewed the progress of our new Business Agent to date. Pamela made recommendations for alleviating the office work load and asked committee members for input. These will be put forward at the next general membership

meeting, along with a preliminary report to the membership in March.

### 7. COMMITTEE REPORTS

#### i] Grievance Committee

MOVED: Irvine/SECONDED: Claybo  
"That the Grievance Committee report be accepted"  
CARRIED

#### ii] Contract

MOVED: Snyders/SECONDED: Ellis  
"That the Contract Committee report be accepted."  
CARRIED

#### iii] Health & Safety

No Report

#### iv] Communications

The cut-off date for the Newsletter is March 25, 1989.

MOVED: Kravinchuk/SECONDED: Ellis

"That the Communications Committee report be accepted."

CARRIED

#### v] Job Evaluation

MOVED: Claybo/SECONDED: Snyders  
"That the Job Evaluations Committee report be accepted."

CARRIED

#### vi] Education Committee

MOVED: Ellis/SECONDED: /Claybo  
"That the Education Committee report be accepted"  
CARRIED

### 8. OTHER BUSINESS

MOVED: Snyders  
"That the meeting be adjourned."

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