

CUE EXECUTIVE MEETING MINUTES
MARCH 24, 1987

PRESENT: Alannah Anderson (Chair); Edmund Kam; Susan Zagar, Estelle Lebitschnig; Diana Ellis; Gloria Sveistrup; (Joe Denofreo -CUPE Rep.)

1. ADOPTION OF AGENDA

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

2. ADOPTION OF THE MINUTES

M/S Sveistrup/Kam that the minutes of the March 10, 1987 meeting be amended to delete details of discussion and in Treasurer's report correct \$50.00 to read \$50.90 and the approved overtime hours are 6.5 hours. Carried.

3. BUSINESS ARISING FROM THE MINUTES

M/S Lebitschnig/Ellis that the executive do not mail out executive meeting minutes until we make a decision on the most efficient way of getting the minutes to the membership, less cost, less man hours spent. Carried.

4. VICE PRESIDENT'S REPORT:

i) Approval of Booking Off

M/S Sveistrup/Ellis that the President has the authority to approve emergency booking off, but it must be brought to the next executive meeting. Carried.

ii) Policy Manual

Alannah has organized a policy manual from all previous minutes since the new executive took office. This manual will be kept in the union office at all times for reference.

iii) Correspondence

A request has come into the office from a previous employee for vacation pay. The Treasurer and Vice President looked into the matter and feel that this pay is not owing to the employee.

M/S Ellis/Anderson that an error was made in deductions of a previous employee and that this employee be paid \$55.90 to correct the error. Carried.

iv) Staffing the Union Office

M/S Sveistrup/Lebitschnig that James Kingsley be asked to work in the Union Office on a temporary basis for the month of April as an Entry Level Clerk III. Carried.

M/S Zagar/Ellis that a hiring committee consisting of Adrien, Gloria and Estelle be formed in order to hire a new secretary for the union office. Carried.

v) Agenda for April 2, 1987 Membership Meeting

Discussion of agenda for the April 2, 1987 membership meeting. The next membership meeting will be scheduled for April 16, 1987.

5. COMMITTEE REPORTS

i) Health & Safety

Received a letter from the School of Nursing regarding health and safety problem with their building.

ii) Education

The Education committee has registered the Contract Committee into a negotiations seminar through the CUPE office.

iii) Communications

Elizabeth Zook spoke to Alannah and stated that she is resigning from the committee. Alannah will ask for something in writing. Diana will contact the committee and ask someone to be the chairperson and get the committee organized.

iv) Trustees

No report.

v) Contract

Alannah gave report on contract proposals that will be presented at the membership meeting on April 2, 1987.

vi) Grievance

The orientations dates have been set up for new employees. Alannah presented substance abuse policy for perusal and return to next meeting for discussion.

6. TREASURER'S REPORT

Diana distributed balance sheet for February 28, 1987, statement of income for 2 months ended February 28, 1987.

7. OTHER BUSINESS

No other business

Next meeting April 7, 1987 and April 21, 1987.

Meeting adjourned 7:40 p.m.