

EXECUTIVE COMMITTEE MEETING
9 NOVEMBER, 1988
5:00 p.m.

PRESENT: Pam Lundrigan, Chair; Susan Claybo; Diana Ellis, Pat
Fornelli, Shirley Irvine; Joe Denofreo.

ADOPTION OF AGENDA

MOVED Ellis SECONDED Fornelli
"That item #3 b) be moved to #2"

CARRIED

HIRING COMMITTEE REPORT

Marion Gordon reported on the work of the committee struck for the purpose of hiring a new business agent. Six committee members have been working on developing hiring criteria, and questions to be posed to both applicants and references in meeting those criteria. After completing all interviews, the committee met again to evaluate applicants on the basis of those criteria. The committee voted on the basis of eliminating in each round the candidate with the fewest votes. Marion then circulated the resume of the candidate chosen, Roseanne Hood. Pamela reported that Roseanne has asked for relocation expenses, estimated at between \$7,000 and \$11,000, and that she (PL) had told her she would bring the request to the Executive. The question also arose of possibly underwriting a loan to Ms. Hood for this purpose. Discussion followed.

edited

MOVED Ellis SECONDED McMurchy
"That relocation expenses not be paid to the incoming
Business Agent, and a loan not be given."

CARRIED

ADOPTION OF MINUTES OF 26 OCTOBER, 1988

Tabled.

BUSINESS ARISING

a) Contracts for Business Agent and Admin. Sec.

Rebecca wants to join a union. Joe suggested that another union can make application to the Executive for certification of a local. RD is waiting to hear from AUCE.

Business Agent's contract: tabled.

edited

c) Speakers at Membership Meetings

It was suggested that guest speakers be invited to address General Membership Meetings. Diana suggested that a request for suggestions be published in the newsletter.

Pamela felt that it would be a good idea to have a speaker at the January meeting. Joe will talk to Bernice Kirk of CUPE regarding speakers.

d) **Bylaws**

Pamela reported that Suzan Zagar will study the proposed new bylaws. Suzan will be reporting back to the Executive before they get distributed to the membership.

e) **Poster Contest**

Discussion revolved around prizes to be offered.

MOVED Ellis SECONDED Fornelli
"That [a specified amount] be allotted for prizes for the poster contest"

CARRIED

PRESIDENT'S REPORT

Pamela reported as follows:

Telereg

A meeting was held with UBC on November 2, at which the promised report on Telereg was requested. Again, the report was incomplete. The meeting was completely unsatisfactory for the Union.

Orientation

We have still not been able to find anyone to do orientations on a regular basis. In the meantime, Pamela is handling this responsibility.

CUPE Area Councils

Pamela would like to attend the next 3 or 4 meetings to find out what's going on in the Labour Movement in the Lower Mainland.

SECRETARY-TREASURER'S REPORT

Diana distributed the Financial Statement for September. Pamela requested a breakdown of the total financial status of the Local. Diana elaborated on the Financial Statement.

Diana stated that the booking-off procedure is under review. She will meet Cathy Nelson and Libby Nason to discuss the method to be employed. Shirley stated that she does not anticipate any more problems arising from booking off grievance committee members.

Pamela emphasized that it is crucial that booking off of committee members continue. Without active participation from committees the democratic structure falls apart, as

there can not be adequate representation without such participation. Committees need people from a variety of departments. At least 15 new stewards have been recruited, and the more members on the Grievance Committee the better. The same applies to the Contract Committee. Earlier difficulties with the booking-off process arose partly from the fluctuating constitution of the Grievance Committee. This has now stabilized, and forms are being completed properly. Further discussion ensued.

MOVED Irvine SECONDED McMurchy

"That the Grievance Committee continue to be booked off on an indefinite basis."

CARRIED

Diana reported that Xerox has supplied a quote on a service contract for office computer equipment. Not every equipment item needs to be covered by such a contract. Some work has already been carried out. There will be no charge for labour if a service contract is bought. We need a service contract on the old PC and both printers. This is not covered in the budget, but the expense can be met under "Office Expenses". Leased equipment is under contract.

Diana distributed information on the 3rd National Women's Conference (CUPE) to be held in Calgary. There are funds available in the Education budget to cover some sponsorship. The cost to the Local would be approximately \$900 per person. At least two people must be sponsored in order to obtain maximum discounts. This will be discussed further at the next meeting.

MOVED Claybo SECONDED Ellis

"That approval be given for two members to attend the 3rd National Women's Conference (CUPE), subject to membership approval."

CARRIED

COMMITTEE REPORTS

i. **Grievance**

Shirley reported that the committee is working on developing a policy to deal with conflicts arising between members when one supervises another. Various possibilities are being considered, and the committee will report to the Executive shortly.

A meeting has been held with a group of members who are concerned that some of their job duties are being removed. These members wish to grieve. Reclassification is also involved. Another situation involves reassignment.

Steward training is underway, and is being conducted by Geraldine McGuire, the CUPE Education Co-ordinator. Pamela attended the first session, and reported that it was excellent. All participants are committed to following through with the course. She suggested that as training takes place over the dinner hour, it would be a good idea to order pizza for participants. Ways were discussed in which appreciation for stewards could be expressed. There was general approval for the idea of holding a party.

MOVED Irvine SECONDED McMurchy

"That the report of the Grievance Committee be accepted."

CARRIED

ii. Health & Safety

Pat Fornelli reported that the WHMIS "Train the Trainer" session was attended by herself and Deborah Dobie. In summary: by 31 January everyone on campus must know this legislation. The University is responsible to the Workers' Compensation Board for ensuring that this training takes place, with stiff fines being applicable if this is not completed. Suppliers of hazardous materials must supply a data sheet. All containers must be labelled. All training, labels and data sheets are to be complete by January 31, 1989. This is required by Federal legislation. One person in each department is to train the others. Pat was asked to write an article for the newsletter on this matter, and to address the next general membership meeting.

MOVED Fornelli SECONDED Claybo

"That the report of the Health & Safety Committee be accepted."

CARRIED

iii. Contract

Pamela reported that the contract proposals have been returned from CUPE. They will be proof read for accuracy. Joe has sent a letter of notice to the Employer stating that the Union is ready to begin negotiation. Once proposals are approved, copies will be made for the two negotiating committees. Joe stated that he has also requested that the University submit their contract proposals.

Pamela said that no more contract submissions will be considered for this round of negotiations, but that research is ongoing, and a file can be opened for submissions for the next round of bargaining.

MOVED Lundrigan SECONDED Fornelli

"That the Contract Committee report be accepted."

CARRIED

iv. Job Evaluation

Susan stated that Zlata would like an organization chart for the Library. Can this be requested from Library management? Pamela felt that this was something that could be requested from members in the Library.

v. Education

Diana reported that application has been made for a grant to send a member to the CLC Harrison Winter School for one week. The cost is approximately \$1,000 per person (including lost wages). CUPE also offers two 1-week courses in May, with similar course content to that of Harrison. Diana will obtain information on what is offered at both courses, and what is available at only one, and report back to the Executive.

MOVED Ellis SECONDED Lundrigan

"That the report of the Education Committee be accepted".

CARRIED

vi. Communications

Diana reported that the cut-off date for submissions for the next newsletter is 30 November. Dan Kravinchuk will be the spokesperson for the committee at the next meeting. A decision was made not to publish the minutes of the General Membership meeting of September 29 in their entirety after the newsletter was sent to the printer. It had to be reprinted, at a cost of \$700. In future, minutes will be scrutinized in advance for possibly sensitive material, and edited accordingly before being printed.

edited

MOVED Ellis SECONDED Lundrigan

"That the report of the Communications Committee be accepted."

CARRIED

MEMBERSHIP MEETING

Pamela reported that the agenda for the January meeting will be included in the upcoming newsletter. Diana raised the question of Christmas donations. It was felt that a committee could be established to make up packages for needy families. Diana will bring up this item under the Secretary-Treasurer's Report at the next meeting. Diana felt that the Executive should be prepared to discuss the minutes of the Executive meeting of 13 October at the General Membership meeting of 17 November.

OTHER BUSINESS

Diana stated that arrangements have been made for a Christmas party for all Union committee members and staff to be held on

December 10 at P.J. Burgers. Partners will be invited, but will pay for their own meals. Members will buy their own alcoholic drinks. Response will be solicited from committees.

The meeting adjourned at 7:00 p.m.
(MOVED Fornelli, SECONDED Ellis)

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