

BINDER

EXECUTIVE COMMITTEE MEETING
8 JUNE, 1988
MINUTES

PRESENT: Diana Ellis; Rod Haynes; Estelle Lebitschnig; Pamela Lundrigan, Chair; Lee Miltimore; Zlata Pound

1. ADOPTION OF AGENDA
MOVED Lebitschnig SECONDED Miltimore
"That the agenda be adopted as read"
CARRIED
2. ADOPTION OF MINUTES
MOVED Lebitschnig SECONDED Ellis
"That the minutes of 25 May be adopted as read"
CARRIED
3. BUSINESS ARISING
 - i. Answering Machine
Diana reported that she visited eight stores to obtain estimates on answering machines, but after further discussion it was decided to defer the decision to purchase until the end of the year.
 - ii. VCC COAs
Pamela voiced concern over the motion passed at the meeting of May 25, and the letter subsequently sent as we are in the process of obtaining pertinent information regarding the nature of "assistance" provided by COA students. She stated that we should not allow any external workers on campus without thorough data, with the exception of temporary help as already agreed upon.
 - iii. Bylaws
Tabled. We hope to send out the entire package for referendum in September.
4. PRESIDENT'S REPORT
 - i. Union Membership for Admin. Sec.
Rebecca would like to join a union. It was suggested that she approach CUPE 116.
 - ii. Office Cleaning
There has been great dissatisfaction with our office cleaners. Consequently, Pamela is obtaining quotes from other companies. In the meantime, she has expressed displeasure to our regular cleaners. They agreed to do a major cleaning as a "free bonus" as compensation for previous unsatisfactory work. There will be a further report at the next meeting.

iii. Newsletter

A letter has been received from a member expressing concern over some of the content of the newsletter. Pam has phoned her to explain the bylaws and how they affect committee structure. Further complaints have been received in the office. It is important that effective communication with the membership be maintained..Since this issue is before the membership in the form of a motion, nothing can be done until it is resolved.

5. TREASURER'S REPORT

- i. Month end report will be done tomorrow
- ii. A meeting with David Bonner of Dunwoody, Pamela and Diana took place today
- iii. It is planned to update AccPac in the fall
 - iv. A \$5.00 assessment will be levied in fall in concurrence with Article K .3 in the bylaws. Currently, this assessment is deposited in the Strike Fund. After the bylaw changes it will be deposited in the General Fund.
- iv. Quarterly Report (to end of March 1988):

We are over-budget in two areas: ~~booking off and contract printing.~~ Funds must be allocated from elsewhere to cover this shortfall. This is being looked into and a report will be given at a future Executive meeting.
- v. Office Coverage

Noreen Chan will cover the office during Rebecca's vacation (August 2 - 5). Limited typing, phone and mail handling will be required. Noreen's position will be upgraded to Sec. III during this period.

6. COMMITTEE REPORTS

- i. Grievance Committee

In Elizabeth's absence, Rod reported that Grievances are being processed expeditiously. A policy grievance has been launched on the issue of tuition benefit for non-credit courses.
- ii. Health & Safety Committee

No report was given
- iii. Contract Committee

A meeting was held on June 7 at which areas responsibility were allocated. Future meetings will be scheduled for 2nd and 4th Tuesdays. A contract survey will be going out in the June newsletter to request input from the membership regarding items to be negotiated.

- iv. Job Evaluation Committee
Zlata Pound reported that the Committee has studied the Job Descriptions. Discrepancies were noted in three job descriptions. Zlata will contact Joe Denofreo for more information and present a report. A binder of related material is kept in the office and available for research.
Rod Haynes mentioned that training for Job Evaluation Committee members is available through CUPE. Discussion followed regarding preferred times for such courses. Another option would be enrollment in a correspondence course.
Estelle has been registered in the Workers' Compensation Course offered by Continuing Legal Education on July 17 and 18. She will tape the lectures.
Diana brought to the attention of the committee a course on Personnel Testing offered by the Industrial Relations Management Association of B.C. It was felt that as this is a current issue on campus, someone from CUE should attend.

7. BUSINESS AGENT'S REPORT

Rod Haynes reported as follows:

- i. All Division Meetings are complete
- ii. Visits to Shaughnessy, VHH and Grace Hospitals have taken place
- iii. Today Rod visited VGH where approximately 70 CUE members are working in 7 buildings distributed over 3 blocks. There was evidence of increasing support for the Union.

It was suggested that the Chair of the Health & Safety Committee visit the Medical Genetics Unit at Grace where working conditions are a major issue.

- iv. A meeting for Library Assistants has been arranged for June 14. John Calvert, CUPE researcher, will address the meeting.
- v. The Grievance Committee is somewhat diminished currently due to vacations and sickness.

A written report will be submitted at the end of the month.

8. NEW BUSINESS

- i. Attendance at Executive Meetings
The issue of quorum was discussed, especially during the summer months. Executive members will try to phone in if they can't make it to ensure quorum.

ii. LRC

Discussion centred around the composition of the committee. It is proposed that the committee be expanded to include representation by the Chairs of other Committees. This should go to the Grievance Committee for input.

iii. General Membership Meetings

A change in the scheduled meeting dates will be discussed at the Membership Meeting of June 15.

THE MEETING ADJOURNED AT 6:35 P.M.

EXECUTIVE MEETING

8 JUNE, 1988

A G E N D A

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1. ADOPTION OF AGENDA
2. ADOPTION OF MINUTES OF MAY 25, 1988
3. BUSINESS ARISING FROM MINUTES
 - i. Estimates on Answering Machine
 - ii. VCC COAs
 - iii. Bylaws
4. PRESIDENT'S REPORT
5. SECRETARY/TREASURER'S REPORT
 - i. Budget--allocating more money for booking off
6. COMMITTEE REPORTS
 - i. Grievance Committee
 - ii. Health & Safety Committee
 - iii. Contract Committee
 - iv. Job Evaluation
 - v. Education
 - vi. Communications
7. BUSINESS AGENT'S REPORT
8. NEW BUSINESS
 - i. Attendance at Executive Meetings