

CUE EXECUTIVE MEETING MINUTES
APRIL 22, 1987

PRESENT: Adrien Kiernan (Chair); Susan Zagar; Alannah Anderson; Edmund Kam; Estelle Lebitschnig; Diana Ellis; Joe Denofreo.

1. ADOPTION OF THE AGENDA

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

2. ADOPTION OF THE MINUTES OF APRIL 14, 1987

It was requested that the Trustee's Report, item 3 h) be amended to read: "Susan presented the bylaw amendments needed and they will be brought to the May membership meeting for approval."

M/S Kam/Sveistrup adoption of the ammended minutes. Carried.

3. CORRESPONDENCE LOG

The President reviewed the correspondence log with the executive. Items of correspondence were received from the Canadian Labour Congress and a copy of Bill 19. It was pointed out that when we became members of CUPE we automatically became members of the CLC giving us world wide contact in the labour movement. We will periodically be receiving correspondence from them.

4. COMMITTEE REPORTS

i) Treasurer's Report

Diana handed out the revised 87/88 projected budget. The figures were reviewed and it was agreed that the booking off amount should be increased to \$6,500.00. It was also agreed that when an executive member was given a large task to do in a compressed period of time such as faced the executive thus far, that the executive member could be booked off to do the task and ensure that the deadline is met. All of the executive agree that we are feeling the pressure from the deadlines that have had to be met and the lack of permanent staffing in the union office which creates additional pressure.

A discussion about parking while at the union office on union business took place. It was pointed out that volunteers coming to work in the union office from the VGH do not have parking stickers for the campus and thus have a problem parking especially during the day. It is particularly difficult if a person is booked off to act as the union rep in the union office and other volunteers are also in the office.

M/S Ellis/Lebitschnig that the union lease a fourth parking spot for the office secretary to be rented to her/him at a cost of \$10.00 per month and the union will subsidize the remaining \$5.00 of the monthly fee. Carried.

It was also agreed that if Adrien had to work in the union office she would phone ahead to ensure that a parking stall be made available for her.

The money allocated for wages in the projected budget was discussed and Diana advised that if a business agent was hired the budgeted salary would be \$35,000.00 including benefits and car allowance. Joe advised that if we hire a secretary and a business agent, even though they are not members of our bargaining unit, Eileen Stewart of Personnel Services has agreed that the University will put them on the University benefit package such as other UBC employees have and subsequently bill the union. Joe pointed out this would be much cheaper for the union than having to purchase a benefit package for two employees.

The strike fund and what will happen to it now that we have access to CUPE's Defence Fund was discussed. It was agreed that a bylaw amendment requiring the union to put money into the strike fund should be deleted. It was also agreed that the \$5.00 once yearly assessment should continue. It will be proposed to the membership that the Strike Fund become a Defence Fund much the same as CUPE, however the capital in the strike fund will not be touched but the interest will be available to the union for such things as arbitrations and to cover any shortfalls. Susan will research CUPE's definition and criteria for their defence fund and bring a proposed bylaw amendment back to the executive for approval. It will then be taken to the membership and it is hoped that this can be done in June.

The Treasurer put forth a proposal upgrading the phone systems in the union office since we are having difficulties with the current phone system which is archaic.

The monthly rental cost for the telephone equipment at the present time is \$167.90

M/S Lebitschnig/Sveistrup that we purchase an updated phone system over a three year period. The cost to be not more than \$159.29 per month plus a one time \$250.00 installation fee. Carried.

The new telephone equipment after the three year period will be owned by the union which is not the case with the present system. The buyout at the end of the three year lease rental period will be \$107.00.

The question of adequate space for the union office was also discussed and Diana advised that our rent had been increased \$50.00 per month on a renewed one year lease.

M/S Zagar/Lebitschnig that the President write to Libby Nason to apply for adequate space for the union office on the campus. Carried.

The Treasurer was questioned about whether she had looked into changing the bank to a more convenient location. Diana advised that we were getting better service from the bank, however she would look into banking at Van City Savings Credit Union on 10th Avenue as it is a more convenient location and more services are offered.

M/S Anderson/Zagar that James Kingsley's appointment as secretary in the union office be extended to the end of May in order that we have time to recruit for the position. Carried.

ii) Contract Committee Report

All the proposals were ratified at the membership meeting and the union is ready to begin bargaining on May 1st.

iii) Communications Committee

No report.

iv) Health & Safety

No report.

v) Grievance Committee

Alannah advised that an agreement was made to strike a task force to review a mechanism for speeding up the grievance procedure at the President's Committee meeting, as requested by the unions.

M/S Ellis/Zagar that Alannah Anderson be appointed as the Union Rep on the President's Committee Task Force for reviewing the grievance procedure. Carried.

vi) President's Report

Adrien suggested that the next membership meeting be held in the evening in order that all members be able to attend. When meetings are held at noon, offices often have to be covered and many members are unable to attend union meetings. Also there are a number of issues to be discussed and two hours may not be long enough to finish the debate on each of the issues. There is more time available at an evening meeting and it is hoped there will be a better attendance.

M/S Lebitschnig/Anderson that the next membership meeting be held Tuesday May 12, 1987 at 5:15 p.m. in IRC 2. Carried.

A discussion was held about how to present the issues to the membership and it was agreed that the motion of hiring versus electing be the only issue to go to referendum ballot. The question of salary can be dealt with as a separate issue. Adrien pointed out that the projected budget could not be approved until the question of hiring versus electing is settled. Therefore, the procedure will be to table the projected budget report.

Adrien advised that she is unable to work in the union office since there are problems in her department because it is the critical time of the year with exams and promotion committee meetings. Joe advised that he is going to be working on Bill 19 and will only be able to be in the office three days a week. It was agreed that Alannah will check her work load and try to be in the union office half days in the afternoons.

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5. OTHER BUSINESS

Joe advised that the critique of Bill 19 had been circulated to the executive members. The Presidents of all of the CUPE unions have been asked to meet with Jeff Rose, the CUPE National President to talk about legislation and strategy in dealing with Bill 19. CUPE is asking all of the unions to poll their members to see if they support CUPE's position on Bill 19. Joe also advised that since the government has taken the position that the rank and file do not support the union leadership's position on Bill 19 that the ballots on the referendum will be sent to the government as proof of the membership's support.

M/S Sveistrup/Lebitschnig that a referendum ballot in opposition to Bill 19 be sent to the membership. Carried.

The next meeting is scheduled for May 5, 1987.

The meeting adjourned at 7:50 p.m.

EXECUTIVE MEETING

WEDNESDAY APRIL 22, 1987

1. Approval of the Agenda
2. Approval of the Minutes of the April 14/87 Executive Meeting
3. Correspondence Log - President
4. Committee Reports:
 - i) Treasurer's Report - Budget Projections
 - ii) President's Report - Membership Meeting
May 7th
 - iii) Contract Committee Report
 - iv) Communications Report
 - v) Grievance Committee Report
 - vi) Health & Safety
5. Other Business

NOTE: THIS IS TO REMIND THE EXECUTIVE MEMBERS TO CHECK THEIR UNION OFFICE FILES ON A REGULAR BASIS

Revised

C.U.E. 1987 Projected Budget

REVENUE	A	B
Dues	306,572	306,572
Interest	1,014	1,014
Donations	0	0
CUPE Grant	36,000	36,000
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TOTAL REVENUE	343,586	343,586
EXPENDITURES		
Arbitration	6,000	6,000
Strike Fund	0	0
Courses/Conferences	12,000	12,000
Depreciation	2,740	2,740
Donations	600	600
Subscriptions	1,200	1,200
Emp. Benefits (CPP/UIC)	2,500	2,500
Emp. Benefits (Other)	1,000	1,000
Equipment Lease	3,600	3,600
Exec/Comm. Expenses	2,400	2,400
Booking Off	6,500	6,500
Insurance	800	800
Bank Charges	185	185
Legal/Accounting fees	9,500 *	9,500 *
Members Benefits (medical)	8,000	8,000
Newsletter	1,200	1,200
Office Supplies	8,000	8,000
CUPE per Capita	170,000	170,000
Postage	600	600
Printing	5,000	5,000
Professional Consulting	1,200	1,200
Rent/Taxes	5,201	5,201
Repairs/Maintenance	1,500	1,500
Office Salaries	52,000 *	57,000 *
Taxis/Parking	1,200	1,200
Telephone	2,800	2,800
Utilities	850	850
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TOTAL EXPENSES	306,576	311,576
TOTAL SURPLUS/(DEFICIT)	<hr/> 37,010	<hr/> 32,010

C.U.E. 1987 Projected Budget

REVENUE

Dues

Are based on a monthly average of \$25,000.

EXPENDITURES

Arbitration

Based on 2 major arbitrations this year.

Courses and Conferences

Based on 5 delegates going to the CUPE National Conference in the fall. And a shop steward training course which may require the Union to book-off stewards to attend.

Employee Benefits (UIC/ CPP & Other)

These are the portions of benefits that we contribute on behalf of our employees. They are based on \$1000/year per employee for UIC/ CPP and last years total figure for medical and pension contributions.

Executive & Committee Expenses

Based on estimated expenses for meals, mileage, babysitting and other miscellaneous expenses incurred while on Union business.

Booking Off

This is a new item to give us an actual dollar figure on what we really spend for Executive and Committee members lost wages.

Legal/Accounting Fees

This is based on one major audit (\$5000) and a monthly bookkeeping fee of \$375.

Office Salaries

In both budgets the salary of the business agent or the union reps start in July and include an allowance to cover for vacation replacements.

Both budgets are based on an office secretary earning \$1802/month.

Budget A

Based on a hired business agent earning \$35,000/year. This amount includes wages and benefits (such as a car allowance).

Budget B

Based on 2 elected union reps earning \$1929/month each.

Revised

C.U.E. 1988 Projected Budget

REVENUE	A	B
Dues	314,700 *	314,700
Interest	1,300 *	1,300
Donations	0	0
CUPE Grant	0 *	0
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TOTAL REVENUE	316,000	316,000
EXPENDITURES		
Arbitration	3,000	3,000
Strike Fund	0	0
Courses/Conferences	12,000	12,000
Depreciation	2,740	2,740
Donations	600	600
Subscriptions	600	600
Emp. Benefits (UIC/ CPP)	2,500	3,200 *
Emp. Benefits (Other)	1,000	1,000
Equipment Lease	2,500	2,500
Exec/Comm. Expenses	2,400	2,400
Booking Off	3,000	3,000
Insurance	800	800
Bank Charges	185	185
Legal/Accounting fees	9,500	9,500
Members Benefits (medical)	8,000	8,000
Newsletter	1,200	1,200
Office Supplies	8,000	8,000
CUPE per Capita	172,000	172,000
Postage	600	600
Printing	5,000	5,000
Professional Consulting	1,200	1,200
Rent/Taxes	5,401	5,401
Repairs/Maintenance	1,500	1,500
Office Salaries	62,000 *	75,500 *
Taxis/Parking	1,200	1,200
Telephone	2,800	2,800
Utilities	850	850
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TOTAL EXPENSES	310,576	324,786
TOTAL SURPLUS/(DEFICIT)	5,424	(8,776)

C.U.E. 1988 Projected Budget

REVENUE

Dues

Are based on a monthly average of \$25,700, an increase of just less than 3% .

Interest

Based on a slight increase in our interest income due to a surplus of funds from 1987.

CUPE Grant

Based on NOT receiving any assistance from CUPE in 1988.

EXPENDITURES

Arbitration

Budgeting for one arbitration this year.

Office Salaries

Based on an office secretary earning:

\$1856 Jan-May (1802 plus 3% contract raise)

\$1921 June-Dec (Yearly step increment to 1865 plus 3%)

Budget A

Based on a hired business agent earning appr. \$35,500/year.
(1986 Wages of 35,000 plus increase of \$1000/year in July)

Budget B

Based on 2 elected union reps earning:

\$1987/month (Pay grade 8, Step C with a 3% contract increase)

The Employee Benefits (UIC/ CPP) has been adjusted in Budget B for 3 staff members. Also allowances have been made to allow for vacation replacements (in both budgets).

April 22, 1987

MODIFICATION OF TELEPHONE EQUIPMENT PROPOSAL:

Problems with current Equipment:

1. you cannot replace the receiver on a call that is on hold unless the call has been answered .
2. when phone is off the hook i.e. two calls on hold the person answering one line can hear whats happening on the other line.
3. there is no intercom, this incurs shouting through the office from the reception area.

Cost of Current Equipment:

Equipment rental - 4 phones	\$ 35.40
Illumination capability i.e. the lines light up	\$ 8.20
buzzer intercom	\$ 3.90
	<hr/>
	\$ 44.80
Charge for 2 lines (monthly)	\$120.40
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	\$167.90

Cost of Proposed New Equipment: 3 phones

Equipment Lease for 2 years	\$ 74.22
5 years	\$39.29
Monthly Charge for 2 lines	\$120.40

\$159.29 \$194.62

However at the end of the lease period we are required to pay \$107.00 and the phone equipment belongs to us i.e. there is no longer a monthly lease charge and we proceed to pay \$120.40 only.

The additional capabilities of the new phone system (Delphi Junior) are:

Music on hold	30 number memory
a hold that really works	call waiting
illumination	and many more
talking intercom	
conference calls	

NOTE: The one time installation charge will be \$250.00 and it will take approximately 3 weeks to have it installed.

Charles