EXECUTIVE MEETING March 15, 1983

MINUTES

Present: Adrien Kiernan, Patricia House, Wendy Osborne, Karen Shaw, Carole Cameron Chair: Kitti Cheema Secretary: Patricia House

- 1. Adoption of the agenda Moved by Karen Shaw Seconded by Wendy Osborne THAT THE AGENDA BE ADOPTED AS CIRCULATED. The motion was CARRIED.
- 2. Adoption of the minutes Moved by Adrien Kiernan THAT THE MINUTES BE TABLED. The motion was CARRIED.

Seconded by Karen Shaw

- Work party

 a)the newsletter will be addressed and bundled by the Executive during the meeting.
 - b)referendum....Karen will call in volunteers after working out days with Patricia
- 4. <u>By-law amendments</u> Moved by Carole Cameron Seconded by Karen Shaw THAT THE BY-LAW AMENDMENTS BE TABLED UNTIL SUZAN ZAGAR GETS BACK FROM VACATION. The motion was CARRIED.
- 5. Filling the Union Organizer position

There was a discussion of bringing the candidates for the Organizer position into the office. Carole thought it would be a good idea as she would be gone by the time her replacement had been voted on. There was some concern about the cost to the Union. Moved by Carole Cameron Seconded by Adrien Kiernan THAT THE EXECUTIVE ARRANGE SHORT TERM LEAVE OF ABSENCE FOR EACH CANDIDATE FOR TWO DAYS TO WORK IN THE UNION OFFICE. EACH CANDIDATE SHOULD HAVE TWO DAYS ALONE WITH THE OFFICE STAFF.

The motion was CARRIED.

6. Newsletter

Patricia reported on the newsletter workshop. It was very productive and generated considerable enthusiasm amongst the members who attended. Carole reported that the main points that were stressed were the flexibility on putting the issue together, adhering to deadlines and establishing the level of committment of each member of the committee.

We also received some helpful feed back on our own newsletter. The major suggestion for improvement was to upgrade the paper, this would go a long way towards having the newsletter taken more seriously.

- 7. Secretary-Treasurer's report
 - a)Patricia raised the question of office insurance. The rates through ICBC are going to go up substantially. She asked that we consider other agents and proposed investigating the Co-Operators (a co-operative run agency).
 - b)Part time worker for the Union office

Moved by Adrien Kiernan Seconded by Wendy Osborne THAT THE EXECUTIVE CONTINUE THE ONE DAY A WEEK APPOINTMENT UNTIL THE THIRD THURSDAY OF MAY WHEN THE MEMBERSHIP WILL BE ADDRESSING THE FINANCES. The motion was CARRIED. c)dues increase....Adrien reported on the feedback she has gotten from members at the hospital....people agree that we need the increase but they think that we should purchase a computer and see how that improves the situation before hiring anyone. There seems to be interest in a straight across the board increase. There was considerable discussion. It was proposed that we present our budget to the membership including what we want to do and they can accept or reject it. It was decided to draw up a proposed budget: Arbitrations (5 05 6 hearings) \$25,000 1300 Audit Contract Committee 4600 Courrier 450 1500 (1100 spent already) Donations Executive costs 5000 Moved by Adrien Kiernan Seconded by Carole Cameron THAT WE BEGIN OUR EXECUTIVE MEETINGS AT 2:30 p.m. AND REIMBURSE DAY CARE COSTS FOR THOSE THAT NEED IT. The motion was CARRIED. 30000 Legal expenses Library 2000 3000 Meetings, courses & conferences Newsletter 10000 Office equipment (includes computer) 15000 800 Insurance Provincial per capita 20000 Petty cash 1000 Phone 2200 Postage 1300 Printing (includes new contract) 2500 Salaries for 3 office people 66000 Salary related expenses 31900 Strike fund 24200 Supplies 5000 Subtotal 252750 1982 Outstanding bills 5500 258250

Moved by Adrien Kiernan THAT WE PUT \$10000 INTO THE STRIKE FUND AS OUR 1982 STRIKE FUND COMMITTMENT. The motion was CARRIED.

Moved by Adrien Kiernan Seconded by Patricia House THAT WE HIRE A SECRETARY III AS A PERMANENT EMPLOYEE.

Moved by Adrien Kiernan THAT THE PREVIOUS MOTION BE TABLED. Motion to table was CARRIED. Moved by Adrien Kiernan THAT THE SECRETARY SHOULD BE HIRED NOT ELECTED FROM THE MEMBERSHIP OR ON LEAVE FROM THE UNIVERSITY.

Discussion.

Moved by Carole Cameron Seconded by Adrien Kiernan THAT THE MOTION BE AMENDED TO READ HIRED WITH A TERMINATION DATE OF DECEMBER 31, 1983.

Discussion. The amendment was CARRIED. The main motion was CARRIED.

> Add to the budget: Full time Sec.III 17500 Brings the total to 285750

Moved by Adrien Kiernan THAT THE EXECUTIVE RECOMMEND THIS AS THE 1983 BUDGET TO THE MEMBERSHIP. The motion was CARRIED.

To accomplish this we need:

a)by-law amendment re: hiring of a secretaryCarole will draw it up b)dues increase

Decided to publish the proposed budget and proposed dues increase ballot \$20.00 across the board or

1.6% of paygrade 1 (\$20.17)

1.25% of every other paygrade

Patricia will write up expanations/rationales for the following items: salary, office expenses, equipment, salary related expenses Nancy will do the donations, newsletter Carole will do legal, arbitration & grievances Kitti will do contract Adrien will do the Strike Fund

8. Union Organizer's report

a) investigation of car usage by the office staff....she estimates that her work related mileage for 1982 was 930km, if we paid the University's rate that would cost the Union \$186.80 at 20¢/km. Carole recommends that the Union pay parking and mileage for the office staff.
 Moved by Adrien Kiernan Seconded by Karen Shaw THAT THE UNION ACKNOWLEDGE THE ESTIMATED MILEAGE PATRICIA AND CAROLE PUT IN FOR 1982 FOR INCOME TAX PURPOSES. (Union Officer signing the tax forms The motion was CARRIED.

Moved by Adrien Kiernan THAT THE UNION ONLY REIMBURSE MILEAGE EXPENSES AND NOT ANNUAL PARKING STICKERS. THE UNIVERSITY REIMBURSEMENT RATE SHALL APPLY AND EXTRAORDINARY PARKING EXPENSES SHALL BE PAID. The motion was CARRIED.

b)Salary equity programme....Carole has sent out a letter to the membership advising people what to do next. It is Carole's opinion that we cannot go to the grievance procedure but should go to the reclass procedure.c)Carole reported on the the request from SORWOC and she will ask for more information....everyone agreed. d)Contracting out....we have been tipped off that the University has issued a memo re: contracting out of mailings. Decided to refer it to the grievance committee....and to attempt to get more information.

The amount of clerical work that is being contracted out is in the range of 20-25 people per month.

9. Affiliation/Secession

Nancy suggested that we invite discussion via the newsletter for the next two issues after which we will have an automatic referendum. All motions to join any other union will be out of order until that process is completed.

- 10. Next Executive meeting....April 5/83
- 11. Next membership meeting....April 21/83 (2 HOUR)

The meeting was adjourned.