

EXECUTIVE COMMITTEE MEETING
14 SEPTEMBER, 1988
M I N U T E S

PRESENT: Pamela Lundrigan, Chair; Diana Ellis; Lee Bryant

ADOPTION OF AGENDA

MOVED Ellis SECONDED Bryant

"That the agenda be adopted as circulated with the following amendments:

- a) Addition of Item 3 c. "Request by member to attend course" and
- b) Additions to Other Business as follows:
Orientation for Part time staff and Temps, and United Way."

CARRIED

ADOPTION OF MINUTES

MOVED Ellis SECONDED Bryant

"That the minutes of the Executive meeting of 10 August be approved as circulated"

CARRIED

MOVED Bryant SECONDED Ellis

"That the minutes of the Executive meeting of 7 September, 1988 be approved as amended"

CARRIED

BUSINESS ARISING

- a) Pamela reported on the status of the recruitment campaign. The first of the series of meetings took place at the Lutheran Campus Centre on 13 September, 1988. Of the 83 who received notices, only three attended, all of whom are already active. It has been decided to intensify the campaign at the General Membership meeting on Thursday. Committee chairs will also emphasize the need for active members. It was noted that the greatest need is for active stewards. A request for a recruiting poster will go into the newsletter.

b) **Bylaw Amendments**

G.7 Sergeants-at-Arms

MOVED Bryant SECONDED Ellis

"That Item G.7 of the proposed bylaws be approved as written."

CARRIED

H.2 Administrative Secretary

MOVED Ellis SECONDED Bryant

"That the typical duties of the Administrative Secretary be rewritten to reflect the minute

taking responsibility in the absence of a Recording Secretary". (see attached)

CARRIED

The bylaws will be retyped by 7 October, for distribution in November.

c) **Request by member to attend course**

A shop steward has requested that the Union pay for her attendance at a Conflict Resolution course. The Executive wished to know how active and committed she is. The Business Agent indicated that she is very committed and willing to serve as a Division Steward.

MOVED Ellis SECONDED Bryant

"That the Union reimburse an active Shop Steward, Joanne Steven, for the cost of one course in Conflict Resolution at the UBC Centre for Continuing Education."

CARRIED

Rod will draft a letter to Joanne, and she will report on the course at its conclusion.

PRESIDENT'S REPORT

First Nations House of Learning

The Executive voted to allow the First Nations House of Learning to place the position in question on the list of positions exempt from Involuntary Transfer. This must be presented to the membership in the contract discussion.

SECRETARY-TREASURER'S REPORT

Diana Ellis reported as follows:

The month end statement for August will be completed on Monday.

A proposal for an upgraded telephone system for the union office will be included in next year's budget proposals for discussion. Also, we are considering replacing the existing photocopier with one which has better capabilities. Pamela and Diana will investigate.

COMMITTEE REPORTS

i. **Grievance**

The meeting last night was very productive. Five or six items were concluded. The same should take place next week.

ii. **Health & Safety**

Rod will contact Estelle regarding representatives to the University Health & Safety Committee.

Rod and Pamela will make a follow up visit to Medical Genetics on the afternoon of Wednesday, September 21.

iii. **Contract**

Contract proposals are ready for presentation to the membership tomorrow. It is reported that Local 116 is almost ready with their proposals, and will meet early in October.

iv. **Job Evaluation**

Tabled

v. **Education**

MOVED Ellis SECONDED Bryant

"That the Executive provide blanket approval for up to ten members to attend the CLC courses offered in October."

CARRIED

This will be announced at the membership meeting.

Diana requested that Pam ask Joe Denofreo about obtaining a CUPE scholarship.

vi. **Communication**

Diana reminded the Executive that the deadline for submissions for the upcoming newsletter is 19 September. Items for inclusion are requested from all Committee chairs.

MEMBERSHIP MEETING

The agenda for the General Membership meeting of 15 September, 1988 was discussed. Pamela noted that each Committee report should receive formal approval. Notices of the meeting will be widely posted in the IRC concourse at noon tomorrow.

BUSINESS AGENT'S REPORT

Copies of the Business Agent's Report for August, 1988 were distributed.

MOVED Bryant SECONDED Ellis

"That the Business Agent's Report for August, 1988 be approved as read."

CARRIED

OTHER BUSINESS

i. **Orientation Not Taking Place**

It is believed that not all temps and part-time staff are attending orientation sessions at the beginning of their employment with the University. A letter will be sent to Personnel Services requesting that they ensure that this takes place.

ii. **United Way**

Diana updated the Executive on the activities of the United Way. The Campaign kicked off today with a gala lunch. The University supports the United Way. Diana is on the Committee. The goal is to increase participation from the current 13% level by an additional 10% with a corresponding increase in donations. Diana provided an outline of United Way beneficiaries, and informed the Executive of the payroll deduction plan.

The meeting adjourned at 6:15 p.m.