

EXECUTIVE MEETING

26 APRIL, 1989

MINUTES

The Chair called the meeting to order at 5:00 p.m.

PRESENT:

Diana Ellis	Secretary-Treasurer
Susan Claybo	Job Evaluation
Sandy Lundy	Trustee
Dan Kravinchuk	Communication
Pat Fornelli	Health & Safety
Rosanne Hood	Business Agent

Joe Denofreo	CUPE National Rep
Ray Arsenault	CUPE Regional Director
Loretta Clarke	Griev. Ctee. Guest

1. ADOPTION OF AGENDA

MOVED:McMurchy/SECONDED:Fornelli
That the agenda be adopted

CARRIED

2. ADOPTION OF MINUTES

MOVED:Claybo/SECONDED:Kravinchuk
To adopt minutes of April 19th.

CARRIED

3. BUSINESS ARISING

a) Photocopier

The new photocopier is here, one piece is missing. Training will be completed tomorrow.

b) Office Space

Office space not on campus for 5 years. Shirley has contacted neighbor regarding sharing space, giving up office or trading space, are there any other options?

c) TURB

Letters to deal with TURB - no one has contacted TURB - Diana will write letter indicating that they can initiate service again. Shirley should call TURB informing them that a letter is on the way.

d) Anne Waters

Letter in response to Anne Waters letter was drafted by Shirley.

MOVED:Fisher/SECONDED:McMurchy
To accept the draft letter to be sent to Anne Waters

CARRIED

e) International Solidarity Questionnaire be prepared to discuss at next meeting.

4. PRESIDENT'S REPORT (made by Chair)

a) No longer have heat, BC Hydro turned off gas, landlord is being contacted. Shirley and Rosanne will continue to contact landlord.

5. SECRETARY-TREASURERS REPORT

a) Financial Statements

The financial statements are not correct. Diana will be meeting with the bookkeeper and Mr. Baker to deal with them on May 8th, 1989.

b) Letter to CUPE Re: Reimbursement

Drafted letter for reimbursement to CUPE that Shirley wrote, has not been sent - wasn't discussed at last meeting. Ray informed Executive that CUPE Ottawa needs certain information when asking for reimbursements, ie. Trustee's report. Diana will assist Sandy with her report.

MOVED:Kravinchuk/SECONDED:Fornelli
That we send the letter as drafted.

CARRIED

Diana has the year-end audited financial statement, they have to be signed by Treasurer and President, then distributed.

CUE is in a good financial position. There is a surplus of \$34,000.00. Look into putting surplus into arbitration/strike fund since we are a non-profit organization. Strike fund lost some money after the stock market crash.

Discussion on Honorarium's for Executive. More discussion to be held between Sandy and Ray.

MOVED:Fisher/SECONDED:McMurchy

To ask CUPE to look into figures on honorariums at other locals in conjunction with the bylaw review.

CARRIED

MOVED:Claybo/SECONDED:Bryant

That the Secretary/Treasurer's report be accepted.

CARRIED

6. COMMITTEE REPORTS

i) Communications Committee

Final layout and paste-up Apr. 27/89 1600 hours - submissions must be typed.

The "Help-Wanted Ad" in the last newsletter had three responses to be on the Communications Committee. Dan feels the ad worked because the terms were defined, there was limited time of involvement and work involved. Suggested listing an ad for Recording Secretary. There won't be a theme for this issue.

MOVED:Kravinchuk/SECONDED:Bryant

That the Communications Committee report be accepted.

CARRIED

ii) Contract Committee

Meetings will be held May 1/3, 1989. Greg feels that the contract is better than we expect.

Envelopes with "Proposed Contract Settlement Enclosed" will be ordered.

Rosanne to check IRC for last week of May, two meetings at noon hour and first week of June. Check with Shirley about an Emergency Executive meeting to decide on dates of meetings. Rosanne to check status of membership meeting minutes and motion about the 1st and 2nd meeting. May 16, 1989 will have to find people to assist at ballots.

Ballots have to be printed. Check on past ballots for wording.

Joe and Committee should be commended for their work at settling the contract.

MOVED:Fisher/SECONDED:Kravinchuk

That the Contract Committee report be accepted.

CARRIED

Chair was passed to Susan Claybo

iii) Education Committee

CUPE Scholarship, it takes a long time -- the amount to fund Fred's trip to Harrison will be coming, it may take 8 weeks to 3 months.

MOVED:Ellis/SECONDED:McMurchy

That the Education Committee report be accepted.

CARRIED

The Chair was returned to Diana

iv) Grievance Committee

Rosanne reporting.

Grievance Committee is down to 20 grievances. We are in the middle of one arbitration - the University counsel has asked for copies of documents which are in our files.

The University has approached us for possible settlement on the Bargaining Unit Work and H. Ackner scheduled arbitrations.

There are a number of Step 3's, negotiations have slowed down the University to schedule grievance meetings but they are beginning to speed up.

MOVED:Fisher/SECONDED:Kravinchuk

That the Grievance Committee report be accepted.

CARRIED

v) Health and Safety Committee

One of the committee members will be going to a workshop.
GSAB removal of asbestos from 3rd floor resulted in dust falling on 2nd floor. Dave Bell did tests and distributed masks. No fibers were detected. Everyone informed that they could call WCB, individual or private consultants. Employees were very concerned.

MOVED:Fornelli/SECONDED:Claybo
That the Health and Safety Committee report be accepted.
CARRIED

vi) Job Evaluation Committee

Meeting with Personnel Services. Invited to workshop in early April to bring Management to write up a proper position description. Anyone up for reclassification and management should go to workshop.
Program Assistants - sent a questionnaire, only 4 responses out of 15. Should a new position be created, should it go to Personnel, or should it be discussed in contract negotiations? Reclassification has been tried. Decision made to discuss the matter with Joe Denofreo.

MOVED:Claybo/SECONDED:Fornelli
That the Job Evaluation Committee report be accepted.
CARRIED

7. BUSINESS AGENTS REPORT

Rosanne expressed concern about the last general membership meeting. She does not want to go through the embarrassing situation again. She would like clarification from the Executive members regarding attendance at membership meetings. In Rosanne's list of job duties she is required to report to membership and attend meetings including membership meetings. Job description enclosed, see items 9 & 10.
Rosanne felt humiliated and embarrassed and doesn't feel that a motion is needed.

MOVED:Kravinchuk/SECONDED:McMurchy
That on information based on the contract signed, along with job description for the Business Agent, it is recognized that Rosanne Hood is required to attend membership meetings with voice and no vote.
CARRIED

Rosanne also wanted clarification on page 2 article 17 of the job description: "Present some arbitration cases as directed by the Executive Committee." Will be clarified by Shirley.
Tabled until Shirley is in attendance.

MOVED:Bryant/SECONDED:Claybo
That the Business Agent's report be accepted.
CARRIED

8. TRUSTEES REPORT

- 1) Question of referendums and possibility of voting for officers and contract will be guided by the motion passed by general membership and executive meetings.
- 2) Bylaws - Ray had read a copy of the bylaws. Sandy and Pamela to sit with Ray for a full day to go through them to complete a report for the membership.

MOVED:Bryant/SECONDED:Kravinchuk
To book off Sandy and Pamela, dates to be announced, for one day to work on bylaws with Ray.
CARRIED

MOVED:McMurchy/SECONDED:Bryant
That the Trustee's report be accepted.
CARRIED

9. OTHER BUSINESS

Letters from CUPE and Estelle regarding last general membership meeting. Estelle has asked to have her letter published in the newsletter. Diana feels that Shirley should be present when these letters are discussed.

MOVED:Claybo/SECONDED:McMurchy
That the letter from Ray to Shirley be published in this months newsletter.

CARRIED

Shirley will be made aware of publication of these letters. The letters will be discussed further at the next executive meeting.

Membership Agenda for May 16 1989. Rosanne to ask Shirley to prepare agenda. Items that may be brought up are nominations, appointment of returning officers, 2nd Vice-President. Minutes of Mar. 16th and Apr. 20 1989 meeting should be approved. Go with old Agenda format. Shop Steward Network will be discussed when Chief Shop Steward and President are present. Request Joe to be here when the collective agreement is negotiated, to discuss the network.

A small recorder will be purchased before next membership meeting.

Susan stated concern that the Executive Committee knows very little about the Contract negotiations. Next Executive meeting scheduled for May 10, 1989.

MOVED:McMurchy/SECONDED:Bryant
That the Executive meeting be adjourned.

CARRIED