



JANUARY 14, 1986

As has been previously reported, the Executive has been working on a major restructuring proposal regarding the Union office and staffing levels. We are bringing these by-law amendments forward in several installments as it would require a number of changes and would be a lot to deal with in one sitting.

Basically, the Executive is proposing there be two elected full time officers and a hired senior administrative secretarial position as paid staff of the local. The financial matters would be administered by an unpaid Treasurer and minutes by a Recording secretary. The clerical work will be structured so that volunteers can help effectively in the office (To our delight, we often have offers of help). We now have a growing number of enthusiastic stewards and are working on reviving the committees and the division structure. We are receiving assistance from CUPE regarding training for stewards and some of the workload of the office.

The Executive is also researching the salaries for these positions and will be making a recommendation when that data is collected. The standard practice in most locals for elected full time officers seems to be that they are paid at the top bargaining unit rate in part to reflect the amount of overtime that is associated with these type of jobs. The Executive will also be looking at the question of electing versus hiring of staff. However, some of these questions may not be considered for another year until the membership decides whether or not to stay with CUPE.

NOTICE OF MOTION:

By-law amendments:

G.4 Recording Secretary

The Recording Secretary shall be responsible for recording the minutes at general membership and Executive meetings and ensuring their production and distribution.

E. delete Membership Secretary and add Recording Secretary

G.6 delete G.6 & G.7 -- replace with
G.6 Union Representative (2 positions)

There will be a job standard drawn up for the position with 2 lists of duties describing each person's duties.

The job standard will be brought back to the membership for approval. The list of duties will be drawn up by the Executive.

Moved & Seconded by the Executive:

That there be one job standard for both full time officers with a list of duties drawn up by the Executive for each position.

That both full time elected officers will have the title Union Representative and that the by-laws will be re-written accordingly with a brief description of the positions.

BY-LAWS

E. delete Union Organizer, Union Co-Ordinator and add Union Representative (2 positions).

That the Executive recommends the hiring of a senior secretarial position for the Union office. The competition will be open to all members of the bargaining unit and will only be opened beyond the bargaining unit if no acceptable applicant can be found internally.

Constitutional Amendment

Amend Section 5: The Executive
delete Membership Secretary, Union Organizer and
Union Co-ordinator

Add: Recording Secretary, Union Representative,
(2 positions)

Amend: 2 trustees to 3 trustees