

Executive Meeting

Oct. 3, 1991

MINUTES

97

PRESENT

Greg Fisher
Shirley Irvine
Ann Hutchison
Polly Diether
Vic Wilson
Jennifer Martin
Sharon Krowchuk
Lynn Jenkinson
P. Tetrault

President
1st Vice President
2nd Vice President
Treasurer
Chief Shop Steward
Recording Secretary
Sergeant-at-Arms
Sergeant-at-Arms
Business Agent

The meeting was called to order at approx. 2:45 p.m.

1. ADOPTION OF AGENDA

MOVED:Irvine/SECONDED:Wilson
That the agenda be adopted as amended.
CARRIED

2. ADOPTION OF MINUTES

The minutes of the Sept. 23 and Sept. 30 were tabled.

3. BUSINESS ARISING

i. Action List

Tabled until the next meeting.

ii. Steward Training

All stewards need training in how the office functions, however we need a few stewards who could handle calls in the absence of Greg, Paul & Vic. It was suggested that this training be in the nature of a formal workshop and secondly informally in the office. Since Greg and Paul are so busy with other vital Union work formal training could be handled by having an outside person - eg. Cap College training in how to handle case studies - Ed Lavalle. The informal office training re: fielding calls and knowing where to find the grievance files could be handled internally by Vic. Booking off 2-3 stewards for 3 days in order to familiarize/orient people to the operation of the office, eg:

- computer input
 - answer phone when Leslie is out of the office
 - observe meetings, shadow where possible
- a. Workshops - assertiveness, skills to build confidence in facing the manager to take place in Nov. or Jan. (formal training)
 - b. attend committee meetings - day long seminar (informal)
 - c. Office training (informal)

All Executive members are asked to consider ways to acquire new stewards willing to fulfill the work and role of a steward.

- require to attend a few courses in order to train people during work time
- compulsory attendance - lack of commitment

Tues - Thurs attend committee meetings if scheduled

Possible stewards ready for informal training

Lynn Jenkinson
Sharon Krowchuk
Ann Hutchison
Lois Moen
Avron Hoffman
Catherine Martell
Phil Vacheresse
Stephanie Shepard
Elizabeth Ellis
Heather Douglas
Gail Runnals

MOVED:Hutchison/SECONDED:Irvine
That Vic Wilson and Ann Hutchison be booked off Oct. 21, 1991, to plan the Nov. 27 & 28 formal workshops.
CARRIED

MOVED:Hutchison/SECONDED:Irvine
That the Library Committee be booked off October 9 & 23 from 9:00 - 1:00 p.m.
CARRIED

MOVED:Diether/SECONDED:Hutchison
That Polly Diether be booked off to do the month end report on Oct. 23, 1991.
CARRIED

MOVED:Wilson/SECONDED:Irvine
That the guest of each member attending have their meal paid for at the Christmas Party.
CARRIED

MOVED:Martin
That the meeting be adjourned.
CARRIED

Action List

Vic Wilson

nail down stewards for Nov. 5-7, 12-14, 19-20, 26-28 for informal training

Polly Diether

Organize Christmas Party
Puccinis - closed room at Main & Prior
Hogans Alley - downstairs
Sat. December 14, 1991

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