

EXECUTIVE REPORT – CORRESPONDENCE SECRETARY

February 4-Jun 7, 2016

Greetings,

For your information:

- A. All correspondence is Moved, Seconded, and Carried to Receive and File (M/S/C to R&F), unless noted otherwise.
- B. All correspondence is available to Members by request:
 - a. to the Correspondence Secretary, or
 - b. in person at the CUPE Local 2081 Office (Room 224, Young Bldg, Lansdowne).
- C. Generally, office emails are excluded on this Report, due to volume.

CORRESPONDENCE

EDUCATION

1. Duty to Accommodate Workshop, Mar 14-15
2. Parliamentary Procedure Workshop, Apr 7-8
3. Accommodation Law Conference, May 4-5
4. Progressive Discipline Seminar, June 23
5. Financial Officers Workshop, May 12-13

MEMBERS

1. Returned stale-dated cheque – Member, May 31
2. Resignation Letter – Member, Apr 4
3. Thank You Letter – Member, May 2
4. Thank You Letter – Member, Feb 10
5. SD Fund Application – Member, Feb 10
6. Library Technician JAJEC Submission – Member, Feb 20

CAMOSUN COLLEGE (except Human Resources)

1. Aramark, Invoice and Receipt (Employee Welcome Coupons) – Mar 3

STUDENT SOCIETY

1. 164 tickets for 2016 Greater Victoria Shakespeare Festival – May 20

CUPE BC

1. CUPE BC Provincial Executive Board Letters of Intent – Mar 31
2. Account request for confirmation – Feb 5
3. CUPE BC Public Employee Magazine – May 2
4. Harrison Scholarship Cheque, \$1000 – Mar 1
5. Memo, Convention Election for At-Large Positions – Feb 15

CUPE NATIONAL

1. March Mailing Guide – Mar 9
2. April Mailing Guide – Apr 12
3. Spring 2016 Counterpoint – May 2
4. Notice of elimination of general mailings – May 19
5. Health and Safety: Workplace violence and harassment prevention kit
6. Winter 2016 Counterpoint – Feb 10

B.C. FEDERATION OF LABOUR

1. Young Workers' School at Camp Jubilee – Feb 22

LABOUR (except CUPE BC, CUPE National, and B.C. Federation of Labour)

1. Work Safe BC Employer Claim Cost Report – Mar 11
2. Invitation to Miners Memorial Weekend – Mar 3
3. Request for Support, Victoria May Day Festival Committee – Mar 23
4. CALM Membership Renewal Notice – Feb 11

GENERAL

1. Canadian Red Cross, re: donation solicitation – Mar 4
2. Canadian Cancer Society, re: donation solicitation – ND
3. Rick Hansen Foundation, re: Access4All – Apr 7
4. Canadian Red Cross, re: donation solicitation – Apr 11
5. LexisNexis – May 11
6. Canadian Red Cross, re:donation solicitation – May 18
7. Cridge Centre newsletter – Mar 11

OUTGOING

1. Letter to Member, re: Life Time Member Status – Mar 9
2. Letter to Member, re: Life Time Member Status – Mar 9
3. Letter to Camosun College, re: Executive Board Update, (copy) – Mar 16
4. National Little League, banner donation – Apr 15
5. Harry Kettmann, re: donation to Tristen Taylor Fund (copy) – Apr 27
6. Kayla Reid, re: donation to Sarah Beckett Family "In Trust" (copy) – Apr 27
7. Letter to Camosun College, re: Executive Board Update (copy) – May 11