



GENERAL MEMBERSHIP MEETING
Tuesday, November 22, 2016
5:00-6:30pm
Room 121, LACC Building, Interurban
Minutes

Call to Order

The meeting was called to order at 5:03 pm by Keith Todd, President, who also acknowledged the traditional territories on which the meeting is being held. There were 18 members in attendance.

1. Roll Call of Officers

President	Keith Todd	present
Vice President	Erynne Grant	excused
Correspondence Secretary	Roseanne Harvey	present
Secretary Treasurer	Petty Wong	present
Recording Secretary	Michel Turcotte	excused
Education Coordinator	<i>vacant</i>	<i>vacant</i>
Chief Shop Steward/Office Coordinator	Dawn Svendsen	present
Communications Officer	Earle Thompson	present
Member at Large	Naji Khodashenas	excused
Member at Large	Ranbir Prihar	present
Campus Steward Interurban	Kamelia Dousti	excused
Campus Steward Lansdowne	Shane Johnson	present
Health and Safety Coordinator	Ida Colantonio	present
Job Evaluation Coordinator (Acting)	Gulcan Barclay	present
Student Society Representative	Michael Glover	present

2. Reading of the Equality Statement

The CUPE Equality Statement was read by several members in attendance.

3. Initiation of New Members

New members, Paul Johns and Audrey Navello, were initiated and presented with CUPE pins.

4. Approval of Minutes of the Previous Meeting

MSC: To approve the minutes of the June 16, 2016 General Membership Meeting.

MSC: To approve the minutes of the September 20, 2016 General Membership Meeting.

A member requested meeting documentation be posted earlier than the required 48 hours. Also, it was noted that the meeting schedule is posted on the Resources page of our website and is updated as room bookings become available (see <http://2081.cupe.ca/resources/>).

(The October 28, 2016 General Membership Meeting was cancelled – no minutes.)

5. Business Arising from the Minutes

None.

6. Secretary Treasurer's Report / 2015 Trustees' Audit Report

Petty Wong, Secretary Treasurer, presented her first report, using the new SAGE accounting system, which replaced the previous Excel system, per a suggestion from CUPE National. (The written report was distributed for review, plus displayed on screen.) The new system provides the opportunity for a simplified presentation of the budget and financial data. Also, it is easier to use, more efficient, more accurate, and can be downloaded as an Excel spreadsheet for reconciliation with other financial information for CUPE National, CUPE BC, etc. Petty has worked many hours to implement the new system, including creating categories and sub-categories. (i.e., line items and sub-line items). All data to September 30, 2016 has been input and is reflected in tonight's report.

MSC: To adopt the Secretary Treasurer Report.

Daryl Cowden, Trustee, presented the Trustees' Report to the Membership from the 2015 Trustees' Audit Report. The Audit Report was presented to the Executive at its meeting on October 13, 2016 and was viewed on screen tonight. He clarified that the amount of \$4,609.76 for "furniture, fixtures, computers, etc." was based on chattels within the CUPE Local 2081 office in Room 224 of the Young Building. In the opinion of the Trustees, the financial administration of our local is being done with integrity and care.

MSC: To adopt the 2015 Trustees' Audit Report.

7. Membership Report

Full-time members: 332 / Part-time members: 328. It is important to be aware of the trend that employees are being hired part-time, rather than full-time (precarious workers). This trend has significantly impacted the construction of our workforce as compared to historical numbers. It is important that full-time positions/benefits be maintained, when positions are vacated by retiring members.

8. Executive Board Recommendations

None.

9. Executive Board Expenditures

Keith reported that a donation of \$100 will be sent to CUPE Local 2974, per the letter received from CUPE National (distributed), and because our budget line item will support such a donation.

10. Reports of Executive Committees & Delegates

(includes President Report, Chief Shop Steward/Office Coordinator Report, Communications Report, Correspondence Report, Education Report, etc.) (Reports are posted at <http://2081.cupe.ca/news/>)

President

Keith presented a verbal report. He is busy! He's used a lot of release time lately, including time in the office. He was at the CUPE BC Education Sector Conference last week and will be co-facilitating at the VIDC CUPE Steward Conference in Nanaimo later this week. He has attended Labour

Management Cooperation Committee/Contracting Out meetings, HR meetings, and meetings with members. Recent grievances have been successful and seem to be the only method which spurs movement by the Employer. The office continues to be busy, with lots of emails, phone calls, and expected and unexpected visits. His presidential “mission” is based on recruitment, retention, and retirements. He thanked Erynne for her recent excellent recruitment work.

Chief Shop Steward/Office Coordinator

Dawn presented a verbal report. First, she acknowledged the request for earlier posting of meeting documentation. This request matches her desire for an improved practice, which remains elusive due to the extremely high volume of work in the office. A member asked if volunteers were still needed to assist with office work. Dawn replied there is always work available in the office for any volunteer wishing to assist its Union in any way. Several files have arisen in CARI (Centre for Applied Research and Innovation), for example, external contractors, job descriptions, health files, etc. A member asked if there has been an update regarding the ITS “realignment.” Job descriptions are within the JAJEC process. Although ITS management provided information to the Union at an LMCC meeting several months ago, they have not returned with any further information (having been repeatedly invited to do so by their HR Consultant at the Union’s request). Discussions regarding the Joint Early Intervention Program continue with the Employer. The Union is seeking joint management of the overall process, per the provisions of our Collective Agreement. Five meetings have been held to date, with a sixth to occur in early December. The Employer will reinstate its communication of WorkSafe BC incident reports (for CUPE employees) to the Union, which appears to have fallen by the wayside for some unknown reason. (Dawn noted the extraction of information, which should be routinely shared by the Employer with the Union, continues to be an unnecessarily laborious process.) It is surprising and concerning to note how many current WSBC files exist. The Facilities Services area continues to be a hotbed of file activity. She hopes to jointly promote respectful workplaces, better communications, and healthy interactions, among workers, supervisors, and managers. Finally, Dawn shared a reminder that the Collective Agreement (Article 20.02 Vacation Carry Over) provides that you may carryover up to 10 days of your annual vacation grant. Complete the Vacation Carry Over Request Form* and submit it in a timely manner. While you may be told you are expected to use all of your vacation by December 31, it is not required. Carrying forward vacation is a long-standing practice agreed between the Employer and the Union. If your request is reasonable and process is correctly followed, it is likely your request would be approved. If not, please contact the Union office, so we may file a grievance on your behalf.

* the Form is at <http://intranet.camosun.bc.ca/hr/forms/documents/VacationCarryOverRequest-CUPE.pdf>

Communications

Earle presented a verbal report. More followers on Twitter (276) and Facebook (69). Earle is looking into refreshing Pressure Point and making it more manageable (discussed at the Nov 15/16 Executive meeting). A new issue is expected to be issued in early 2017.

Correspondence

Roseanne presented a verbal report, in addition to her written report. She has been processing the correspondence received in the office, including lots of thank you notes from members. Several Letters of Expectation (LOE) were listed in the report (without identifying information). A general

discussion about LOE's followed. Keith noted that LOE's are not disciplinary in nature and generally, can be removed from a member's file upon request after eighteen months. Dawn noted that LOE's seem to be used to address various issues, which should properly be addressed by other means.

Board of Governors (BOG)

Joanne Cumberland provided a verbal report. Her learning curve is very steep. She is seeking to understand when it is the right time for her to talk, to which Keith replied, "Anytime!" Her experience with Education Council is standing her in good stead. She is now a member of BOG's Finance Committee and is the first CUPE member to be on that Committee.

Comfort Committee

Ida Colantonio provided a verbal report. Seven member comforts have been provided.

Camosun College Student Society (CCSS)

Michael Glover provided a verbal report. The CCSS chose not to participate in UVic's Canadian Federation of Students' action because of union busting behavior. Things are running smoothly.

Education

No report.

Joint Advisory Job Evaluation Committee (JAJEC)

Gulcan Barclay provided a verbal report. The ITS Department is going through a re-org process. They have submitted four new job descriptions that will replace the current five job descriptions. The committee has reviewed and pointed these new descriptions and communicated the outcome to the Department. The five current positions are archived. Some positions that were under the Student Services umbrella will now be under Office of the Registrar. CUPE JAJEC representatives strive to keep an eye out on changed/updated job descriptions.

Labour Management Cooperation Committee (LMCC)

Keith provided a verbal report. The Employer continues to advise the Union that initiatives for SharePoint training are still "in progress." Given the lack of progress and/or information, the Union provided the Employer with a proposal of timelines for SharePoint training at the last LMCC meeting. This item will remain a discussion item at LMCC, until such training is provided. Applications for the CUPE Staff Development Fund remain voluminous at approximately seventy+ per month. Erynne continues to represent the Union on the Sub-Committee to review the applications as the Acting Education Coordinator. Given she is handling two large portfolios (the other is Vice President), she would appreciate a CUPE member stepping forward to run for the Education Coordinator position.

Occupational Health and Safety (OHS)

Next meeting is on Thursday, November 24, 2016.

Vancouver Island District Council (VIDC)

The VIDC CUPE Steward Conference is being held in Nanaimo during Wednesday-Friday this week. The next general meeting is on Saturday, November 26, 2016.

Victoria Labour Council (VLC)

Quinn Park provided a verbal report. He attended two recent VLC meetings. In October, he reported on our Local's involvement with the recent United Way campaign. In November, he drafted a motion with another Local member who identifies as being indigenous, to recommend that VLC acknowledges the traditional territories at its meetings. They will follow the motion through process to see it actualized.

MSC: To adopt all reports.

11. Unfinished Business

None.

12. New Business (*motions from the floor – only if there is quorum*)

None.

13. Nominations, Elections, or Installations (*if required*)

13.1 BY-ELECTION: Education Coordinator (*remainder of two (2) year term to 2018 AGM*)

Nadine Gordon was nominated, but declined the nomination. Carry forward to the next meeting.

13.2 BY-ELECTION: Trustee (*remainder of three (3) year term to 2019 AGM*)

Susan Rudiger was nominated, accepted the nomination, and acclaimed to the position of Trustee. Congratulations and thank you, Susan!

14. Good of the Union (*announcements, commendations, concerns*)

- Keith read a thank you note from Margaret Harrison for the comfort she received from the Union.
- Keith read a thank you note from Tony Nelson for the comfort he received from the Union.
- Two members thanked Dawn for organizing the recent Retirement Planning workshop, which was informative, beneficial, and well received. Keith stated it is the Union's intention to hold at least one Retirement Planning workshop per year.
- A member thanked Dawn and Petty for organizing his attendance at the VIDC CUPE Steward Conference at short notice (due to the urgent, unexpected withdrawal of one of the delegates).
- A member thanked the membership for its financial support of the United Way campaign.

15. Adjournment

MSC: To adjourn the meeting at 6:30pm. The next General Membership & Social meeting is 5:00-6:30pm, Tuesday, December 13, 2016, Room 209, Young Building, Lansdowne Campus.