

AGENDA

SEPTEMBER 8, 1987

EXECUTIVE MEETING

1. Adoption of Agenda
2. Adoption of Minutes of August 4, 1987
3. Business Arising from the Minutes
4. Committee Reports
 - a. Contract Committee
 - b. Grievance Committee
 - c. Education Committee
 - d. Health and Safety
 - e. Communication Committee
 - f. Chief Steward's Report
 - g. Treasurer's Report
 - h. Trustee's Report
 - i. President's Report
6. New Business

The CUE Executive Meeting was held in the Union Office on Tuesday, September 8, 1987 at 5:00 p.m.

Adrien Kiernan (President and Chair)
Diana Ellis (Treasurer)
Edmund Kam (Trustee)
Estelle Lebitschnig (Health & Safety Rep)
Pamela Lundrigan (Communications Committee Chair)
Elizabeth Zook (Job Evaluation Committee Chair)
Edmund Kam (Trustee)
Suzan Zagar (Trustee)
Rod Haynes (Business Agent)
Sally Bondy (Recorder)

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

1. Approval of Agenda

MOVED Ellis/Zook to defer the business arising until the Trustees had arrived.

MOVED Lundrigan/Berry approval of the Agenda as circulated. CARRIED

2. Approval of Minutes

Minutes of the meeting of August 4, 1987 had been circulated.

MOVED Ellis/Lundrigan approval of the minutes of August 4th as circulated. CARRIED

a. Contract Committee Report

Pamela Lunrigan reported on the Contract Committee stating that a copy of the most recent report is included in the Summer 1987: #3 issue of the newsletter. She advised that a sub-committee of four from the union (A. Kiernan, Rod Haynes, Pamela Lundrigan and Colin Banyard) and four from the University had been formed to study article 34. Ms. Lundrigan advised that the first meeting would be held Friday, September 11th and would be devoted to defining which clauses will be studied and revised. She further indicated that the sub-committee would welcome input on article 34.

S. Zagar expressed her concern with item #12 Initiation of Grievances, Article 35.03, as given in the Contract Report and the possibility of the union signing away its right to follow up a policy grievance after 30 days. It was also agreed that the Contract Committee would clarify the language and present it at the next Executive Committee. P. Lundrigan agreed to make note of S. Zagar's concern and agreed to keep in close

contact with her. The Executive also asked S. Zagar to consider sitting on the Contract Committee since she has had a lot of valuable experience with the union.

b. Grievance Committee

- (i) Adrien Kiernan informed the Executive that Alannah Anderson had resigned and circulated her letter of resignation to the Executive. R. Haynes advised that A. Anderson had indicated that she would chair tomorrow's Grievance Committee Meeting. Susan Berry was asked and agreed to sit as Chair on the Grievance Committee until the end of December when the new elections are held.

(ii) Orientation

Rod Haynes advised that A. Anderson had offered to handle the orientation sessions and Edmund Kam also offered to do them if needed.

MOVED Zagar/Ellis to send a letter to Alannah Anderson thanking her for all of her work on the Executive.

c. Education Committee

- (i) D. Ellis reminded Executive members that the first meeting of the Education Committee would be held on September 17, 1987 at 5:00 p.m. in the Union Office and that notice of this had gone into the last newsletter.

(ii) New Officer Training

D. Ellis advised that new officer training is being set up by Rod Haynes who reported that he had spoken to June Ross who has agreed to schedule the training on campus before the end of September for approximately three hours in the evening.

(iii) Shop Steward Training - Stress Course

D. Ellis indicated that the stress courses were being handled by A. Anderson and S. Berry. Rod Haynes indicated that the courses were on hold until the dates are confirmed.

(iv) MTS - Non-credit Courses

D. Ellis stated that the University offers courses in MTS to its employees and suggested the A-level introductory courses for anyone interested.

(v) UBC Continuing Education Computer Calendar

D. Ellis suggested that S. Bondy take the Advanced WP MS Word course which is being offered in November at a cost of \$180.

It was noted that neither Sally nor Rod are eligible for tuition waivers.

MOVED Ellis/Berry that Sally Bondy go to the course and that we pay for it.

P. Lundrigan offered to spend time with S. Bondy on the computer. E. Lebitschnig suggested as an option that S. Bondy take a course at B.C.I.T.

The above motion was voted on and DEFEATED

MOVED Lundrigan/Lebitschnig to table this item until the next Executive Meeting. CARRIED

(vi) CLC Weekend Seminars - October 3 - 4, 1987

D. Ellis circulated material on the weekend seminars and asked interested Executive members to let her know by the next Executive Meeting which courses they wanted to sign up for and advised that there would only be one course allowed per person at a cost of \$20.00 per course. Further discussion on this item was tabled to the next Executive Meeting.

(vii) Bill 19 - Boycott, Organizing Conference

Following a brief discussion about who should go to the conference, it was

MOVED Ellis/Lebitschnig to send Rod Haynes to the conference on September 20, 21, and 22nd. CARRIED

Joe Denofreo agreed to cover the office on the Monday or Tuesday and it was agreed that emergencies could be referred to the Chief Shop Steward.

d. Health and Safety Committee

Estelle advised that Karen Shaw had sent a letter resigning from the committee. Estelle also promised to bring a report on Stress to the next Executive Meeting. She indicated that she would like to get copies of any health and safety committee meetings held over the previous 6 months or so.

MOVED Ellis/Zagar that we send Karen Shaw a letter of thanks for all she has done for the union. CARRIED

Estelle stated that she has typed up a report on the VDT questionnaire and that key points will go into the newsletter and to the Contract Committee - the rest will go into the union office for reference.

e. Communications Committee

Elizabeth Zook indicated that she would give a report at the next Executive Meeting.

Suzan Zagar expressed concern with the letter published in the newsletter from Sandy Lundy and this was briefly discussed.

MOVED Zook/Lebitschnig that a policy should be set for the Communications Committee that they bring any contentious letters to the Executive for consideration.

CARRIED

MOVED Kiernan/Lebitschnig that a letter be inserted in the next newsletter disclaiming responsibility for opinions put forward by members with the Letters to the Editor section of the newsletter.

CARRIED

It was agreed that Suzan Zagar would draft a letter and bring it to the next Executive Meeting.

f. Chief Steward's Report

- (i) Susan Berry reported that Rod and Sally are redoing a list of Stewards as well as updating membership lists. Rod Haynes advised that he and Susan Berry are trying to set up a proper division structure using old documents to reconstruct it.

At this point in the meeting, it was

MOVED Zagar/Lebitschnig that during Executive Meetings we will have a five-minute break once every hour.

CARRIED

ii) Steward Training

S. Berry advised that a conflict exists between Steward Training and negotiating meetings. She pointed out that Colin Banyard is a Steward in the Main Library and also is on the Contract Committee.

Joe Denofreo stated that he hoped as many Executive members could attend the October 16 and 17 Steward Training sessions as possible.

Sept 8

g. Treasurer's Report

(i) Financial Statements

Diana Ellis circulated the July, 1987 financial statements and advised that the statements have not been sent to the membership as yet. She indicated that the August month-end would be done on September 18.

(ii) Membership Cards

D. Ellis informed that the membership cards have all been typed by E. Robertson and will go out after they have been checked against the dues check-off mailing list in case there are any discrepancies. Ms. Ellis noted that there has been a suspected problem with some of our members not showing up on the dues check-off list and that this is a good way to cross-check our files with the University's.

(iii) Computer

D. Ellis reported that the union's original computer was an IBM PC with 256K and a floppy drive. This computer was upgraded to a PC XT with 640K, one floppy drive and two hard drives (20 mg./10mg.), but the power supply was never upgraded. D. Ellis gave the total costs as follows:

Replace floppy drive:	\$285.00
Lock out 'bad spots' on hard drive and upgrade power supply:	<u>\$452.50</u>
Total:	\$737.50

(iv) Printer

D. Ellis advised that the printer is still out for repairs and was supposed to be returned today but did not arrive.

D. Ellis indicated that we have received a price quote of \$1,950 on the IBM Quietwriter III printer we currently have on loan and that the previous printer was purchased two years ago at a cost of \$1,800.

MOVED Ellis/Lebitschnig that we purchase the Quietwriter printer at a cost of \$1,950 subject to membership approval. CARRIED

The Executive briefly discussed the options we have for the old printer, i.e. (a) that we look into options for

trading it in (b) try to get IBM to take it back or (c) trade it in for a dot-matrix printer. Further discussion on the old printer was tabled to the next Executive Meeting.

(v) New Computer for Union Office

D. Ellis advised that she is still looking into purchasing another P.C. and has an appointment set up with a possible supplier on September 25th. She also indicated that she will be setting other appointments in the near future. She advised that she is looking as well into other options such as an MTS account, but that would depend on the rates we would be able to get from the University.

(vi) CUPE Convention

The Treasurer circulated a report which will go into the next issue of the newsletter and advised that the total cost of the convention would be \$8,900.

MOVED Berry/Zagar a notice of motion for the General Meeting that Rod Haynes be approved by the membership to attend the CUPE National Convention as a non-voting member.

CARRIED

Suzan Zagar was asked by the Executive to attend the conference in Alannah Anderson's place. S. Zagar indicated that she would think about it. Elizabeth Zook agreed to think about attending if S. Zagar declined.

(vii) United Way Advisory Committee

D. Ellis advised that the first meeting would be held September 15 and the campaign in October. Diana noted that they would like more participation from the unions on campus and suggested that perhaps we could have a speaker at one of our General Membership meetings. Joy Langond, a prominent labour movement figure, was suggested by the Advisory Committee.

(viii) Meeting with Trustees

D. Ellis requested a meeting with the Trustees to discuss the six-month report we have to file with CUPE.

h. Trustee's Report

S. Zagar was asked to strike a small sub-committee (to include Rod Haynes) to propose changes to the bylaws

for the General Membership Meeting. S. Zagar promised to report at the next Executive Meeting.

4. Business Arising from the Minutes

- a. Involuntary Transfer - The Executive briefly discussed an involuntary transfer of one of our members.
- b. Business Agent's Role - A. Kiernan advised that she and other Executive members had gone over the Doris Hanson's Report with reference to Rod Haynes and Sally Bondy and their role in the office and how it is going to function. A. Kiernan noted that any work goes through Rod Haynes who goes to the Executive with recommendations. She indicated that she wanted to make it clear to leave job requests with Rod Haynes for prioritizing.

Rod Haynes advised that he will set aside the middle office for people so that S. Bondy is not being interrupted. He also asked if Executive members would let the office staff know ahead of time if they want something done. He suggested that we try to work as a team and acknowledged that all of the Executive members are working on other jobs. He pointed out that the duties of the Business Agent are on page 7 of the Doris Hanson report and were discussed at an informal meeting. He added that the report should be read as functioning within a group of people, i.e. the Business Agent and Secretary, the Executive and the Stewards.

c. Executive Committee Meeting Times

MOVED Kiernan/Lebitschnig to reconsider the Executive meeting times and to hold them on Monday nights at 5:00 p.m. on the second and fourth Mondays of the month.

DEFEATED

d. Patricia House Letter

The Executive briefly discussed the letter requesting that the union pay her legal expenses and it was agreed that Suzan Zagar would put a report together on the background of the events which led to the letter and pass all of the historical information on to Joe Denofreo to get a legal opinion from the CUPE legal department.

e. Ann Hilton Request

A. Kiernan advised the Executive that A. Hilton has requested that the union mail out her survey on mid-life women entitled "Predictors of Health Promotion in Midlife Women". A. Kiernan suggested that Dr. Hilton

be given time at the beginning of the General Membership Meeting agenda to speak and to send A. Hilton's letter with the General Membership Meeting Agenda. The Executive agreed to A. Kiernan's suggestions.

f. Sessional Employees' Committee

Rod Haynes advised that the Sessional Employees' Committee are forming a union and the letter received from the committee was read to the Executive. The Executive agreed that we send them a letter stating that we support their struggle.

As there was no more time, the meeting adjourned at 8:00 p.m.