

CUPE LOCAL 3175
Executive Meeting Minutes

Date: June 17, 2015 **Time:** 5:00 p.m. – 6:30 p.m.
Location: Kelly Room

Present: Roslynn Blodgett , Danielle Bonnah, Jeff Koenig, Gord Mitchell, Lethycia Ouellet-Cote,
Shannon Parker, Karla Weber

Regrets: Andrew Girouard

1. **WELCOME** - G. Mitchell

2. **READ AND APPROVE PREVIOUS MINUTES** – May 20, 2015
APPROVED

3. **MATTERS ARISING**
 - 4.0 Completed
 - 6.0 Completed
 - 7.0 Completed
 - 9.0 Completed
 - 10.3 Completed
 - 10.4 Completed
 - 10.7 Completed

4. **PRESIDENTS REPORT** - G. Mitchell
Union has been asked to notify L. Tremblay of any on-site Union meetings.
Action: K. Weber will e-mail H. Gilchrist and L. Tremblay the 2015 meeting dates.
Discussion about Lay off.
Discussion about e-mail sent from Knowledge Management Team.

5. **VICE PRESIDENTS REPORT**- S. Parker
No grievances at this time.

6. **RECORDING SECRETARY REPORT** - K. Weber
-Health & Safety Conference-Ottawa
-Table Talk
-CUPE Ontario 2015/2016 Education Calendar. Copy to be sent to outer offices and posted on Bulletin Board.

7. **TREASURERS REPORT** – L. Ouellet-Cote
No report

8. **BY LAW REVIEW COMMITTEE UPDATE** – G. Mitchell
No report

9. Communications-K. Weber

See 6.0

10.0 NEW BUSINESS

10.1 Communication

Executive would like the working group to be referred to going forward as the: "Member Engagement Working Group". There was discussion around posting the Treasurers Reports to the web-site. The financial documents will not be posted to the new web-site. However, there will be a memo asking members to contact the Treasurer if they wish to view reports. Reports will also be available at General Membership Meetings. Then next meeting of the "Member Engagement Working Group" will take place on Thursday, June 25th.

1. The Union will investigate providing training to members about understanding their collective agreement.
2. September for new web-site launch.

10.2 Sympathy Cards-L. Ouellet - Coté

Discussion about sending sympathy, congratulation....cards to members. Executive is in favour. R. Blodgett shared her experiences with doing this on behalf of the Staff Association. More discussion needed around process.

10.3 Executive Meeting Communication –J. Koenig

J. Koenig suggested that we summarize Executive Minutes and post to main page of web-site.

Action: K. Weber & J. Koenig to meet and draft synopsis of meeting.

10.4 Lay Off-L. Ouellet-Cote

Discussion about Information Session held on June 11. 18 members attended.

Karla will send Gord info gathered from Executive about lay-off process...

Action: Gord will draft a memo which will be posted to the web-site.

10.5 CALM Membership-D. Bonnah

Union has subscribed to a year membership. D. Bonnah to convey information around communication, policy...to the Executive and Members.

11.0 Next Meeting – TBD