**CUPE LOCAL 3175
Executive Meeting Minutes**

**Date:** September 6 2017 **Time:** 5:00pm – 6:30pm
**Location:** Swiss Chalet

**Present:** Shannon Parker, Gord Mitchell, Lethycia Ouellet-Cote, Matt Doyle, Ryan Decker, Monica Barrette, Nicole Szumlanski, Jeff Koenig

1. **WELCOME -** S. Parker
2. **READ AND APPROVE PREVIOUS MINUTES** – Read and Approved.
3. **MATTERS ARISING:**
* Ice cream truck: Roslynn looked into having Mr. Nice cream come, however there was not much selection, and summer has now come to an end.
* Water bottles – to be discussed under new business
1. **PRESIDENTS REPORT –** S. Parker – Met with HR to review new position in Knowledge Management. Review of Labour Management meetings.
2. **VICE PRESIDENTS REPORT-** G. Mitchell

No report

1. **RECORDING SECRETARY REPORT** –

No report

1. **TREASURERS REPORT –** L. Ouellet-Cote

We will be electing a new trustee in October 2017, Financial reports presented.

1. **BYLAW REVIEW COMMITTEE UPDATE-**

-Bylaws: The bylaws have been sent to the Kingston CUPE office to be typed up by their secretary. We have noticed several errors in the copy sent back to us, and have sent it back to them a few times now. We have contacted our CUPE rep to complain, and were promised it will be done correctly. It will then be sent off to CUPE national for approval.

1. **COMMUNICATIONS REPORTS-** S. Parker
	1. CUPE National Credentials: we have registered for CUPE National October 1 – 6th in Toronto and will be sending Shannon Parker and Tanya Mundell. Via Rail Transportation will also be booked shortly.
	2. PH Restructuring – CUPE has taken a proactive role in this process. Shannon participated in a conference call with CUPE National representation for this restructuring. Shannon has been asked to go to meeting with MOHLTC and CUPE Researcher, National rep and another President from a PH Local. Oct. 5, in Toronto.
2. **NEW BUSINESS:**
	1. Occupational Health :
	Currently the position of the Occupational Health Nurse is vacant, and staff have been informed to contact their manager if they have any health and safety concerns. There is the chance that this position will not be filled. KFL&A Public health’s OPSEU and CUPE Union presidents have come together and sent a letter to HR expressing concern.
	2. RPN Position :
	An RPN position was recently posted as two half time positions instead of 1 full time position it was originally. Shannon has met with the manager and HR regarding this and will be monitoring to see if these half time employees are working full time hours.
	3. Water Bottles:
	Ryan Decker presented quotes for different types of water bottles. It was decided we would bring this to the next general membership meeting to vote on purchasing 200 water bottles with our CUPE logo.
	4. Membership Engagement Group: Survey results were shared, Nicole will send an electronic copy to the executive. A winner for the $25 will be selected and announced in the memo to members.
	5. CALM membership: discussion on whether or not to renew the CALM membership for $110. Since the year is almost over, it was decided to wait until next year to decide, and to get more information as to what benefits come from this membership.
	6. General Membership meeting: Monica and Nicole have offered to plan the food for the meeting. Nicole and Lethycia post a message on the website regarding the bylaws. The executive will put together an agenda for the meeting.
3. **STEWARDS:**
4. **NEXT MEETING: TBA.**