**CUPE LOCAL 3175
Executive Meeting Minutes**

**Date:** February 23 2017 **Time:** 5:00pm
**Location:** Swiss Chalet

**Present:** S.Parker, Andrew Girouard, Lethycia Ouellet-Cote , Roslynn Blodgett, N. Szumlanski, M. Doyle, M. Barrett.

**Regrets:** R. Decker, J.Koenig

1. **WELCOME -** S. Parker
2. **READ AND APPROVE PREVIOUS MINUTES** – Read and Approved.
3. **MATTERS ARISING- All action items completed for January 2017 meeting.** General membership meetings have been booked at Ongwanda for June 7 2017 and September 27 2107.
4. **PRESIDENTS REPORT –** S. Parker

S. Parker met with the employer 7 times in the month of January. S>Parkers continues to meet with managers and human resources staff about scheduling (casual and part time staff). In regards to return to work/accommodations S. Parker feels we should have someone else trained in this area. Please express any interest to S. Parker if you want to take courses. Also we need to remind members to bring union representation to these meeting. **Action:** Put information about this on the website. Quick review of PBMA process and the restructuring of hours in the maintenance department. In a lay off situation always refer member to the Employment Standards Act.

1. **VICE PRESIDENTS REPORT-** A. Girouard
2. Girouard provided an update about the most recent Labour Management meeting. Continues to meet with members. Met with 3 members about the attendance management support program.
3. **RECORDING SECRETARY REPORT** – R.Blodgett

CUPE news letter in the lunchroom. Information on upcoming conferences provided.

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

Trustees will be presenting at the meeting February 27 2017.

1. **BYLAW REVIEW COMMITTEE UPDATE-**

Bylaws are completed; the tools CUPE has provided have been very helpful. The bylaws were opened in June 2016; committee has been working very hard to get them done in a timely manor. S. Parker spoke with CUPE National rep. C. Lang about section 15 in our bylaws, CUPE national wants us to provided amended bylaws at our February meeting and voting will occur at the June 2017 meeting. **Action:** R. Blodgett to send a memo to members notifying them we will not be voting on the bylaws at the meeting February 27 2107.

1. **COMMUNICATIONS REPORTS-** R. Blodgett

Member engagement group update: Survey was reviewed and discussed and finalized. Executive committee wants survey to be located on the website and facebook. **Action:** N. Szumlanski wants to ask D. Gordon why we can’t distribute the survey via employers email and to send a final copy to L. Ouellet-Cote.

1. **NEW BUSINESS**

**10.1**

1. **STEWARDS:**

11.1 M. Barrett recently used the tools she learned at the Mental Health workshop to hemp a member in need.

1. **NEXT MEETING: TBA**