

**CUPE LOCAL 3175**  
**Executive Meeting Minutes**

**Date:** October 21, 2019

**Time:** 12:00 – 1:00 pm

**Location:** Liddell Room

**Present:** Shannon Parker, Lethycia Ouellet-Cote, Monica Barrett, Matt Doyle

- 1. WELCOME** - S. Parker
- 2. READ AND APPROVE PREVIOUS MINUTES** – deferred
- 3. MATTERS ARISING** – N/A
- 4. PRESIDENTS REPORT**
  - Shannon informed we will have to give notice re the bylaw review
  - There has been a cleaning person (internal) hired for a 12 month term
  - We will soon need to get ready for the election closer to December
- 5. VICE PRESIDENTS REPORT**- Matt will book the November dates
- 6. RECORDING SECRETARY REPORT** – No report
- 7. TREASURERS REPORT** – Lethycia informed MJ is soon retiring and we will need to vote on giving her a retirement cheque.
- 8. BYLAW REVIEW COMMITTEE UPDATE** - re the bylaws – the bylaw review will soon be opened. Bylaw review forms will be handed out at the GMM
- 9. COMMUNICATIONS REPORTS** – No communications
- 10. NEW BUSINESS** - none
- 11. NEXT MEETING:** TBA