

Executive Meeting

Wednesday, November 7, 2012
at 12:00 pm
in Room **SC-B1031**,
45 Sacre Coeur Blvd., Gatineau.



Assemblée Dirigeants

le mercredi 7 novembre, 2012,
à 12 h 00
à la Salle **SC-B1031**,
45, Sacre Cœur, Gatineau.

MINUTES

7 XI 2012

MINUTES

1. Gord McAllister, interim President, chaired the meeting which opened at 12:10 p.m.

Roll Call of the Executive:

Gord McAllister, Interim President and 1st Vice-President
Stéphane Allard, 2nd Vice-President
Kinga Nogrady, Interim Secretary and 3rd Vice-President
Gloria Castro, Treasurer
Jean Lalonde, Health and Safety Officer
Archie Campbell, Chief Shop Stewart

2. Adoption of Agenda

3. Upcoming Meetings

3a) The monthly meeting of the Local will occur on November 21, 2012. In the recent past, monthly meetings have been held at 125 Sussex. Given that we have members at various locations, an effort will be made to vary the location of the monthly meetings so that members have an opportunity to attend meetings and get to know the executive. The November monthly meeting will be held at 45 Sacre Coeur.

Action: Gord will make arrangements for a broadcast message.

Action: Jean will create posters and ensure the website is up-to-date.

Action: Kinga will send out direct notices to members located at 45 Sacre Coeur through the events mailbox.

3b) The AGM Part B meeting will occur on November 30, 2012 at 125 Sussex, Room A2-217. A broadcast message has already been published. Discussion ensued regarding the approval of the budget. It was decided that having the members approve the budget should be our priority for the AGM.

Action: Gord will arrange an Info60.

Action: A member of the executive will make a motion at the AGM to move the budget approval to the top of the agenda.

4. Rand Campaign

Stéphane is leading the Rand campaign and briefed the executive on the strategy. Individual visits will be made to members and Stéphane suggested that there might be a prize draw for employees who submit membership cards. A prize may accelerate conversion of employees and facilitate a successful campaign. A decision regarding whether to spend money on the prize became dependent on whether the RAND campaign

generates money for the local. Gloria will look into whether we already receive money for these employees and the decision regarding the prize will be deferred until the executive has this information. Kinga, Jean and Gloria will be working with Stéphane on the Rand as a committee.

Action: Gloria will find out if we already receive money for Rand individuals.

Action: Stéphane to delegate Rand work to Rand committee.

5. Chief Shop Steward Network

Gord briefed the executive on the Chief Shop Steward activities, which are increasing and have reached a critical level. Archie, our Chief Shop Steward, has a heavy workload: Gord, Stéphane and Heather Brooker have been assisting Archie. It has become clear that there is a need to create a Chief Shop Steward network. Archie also vocalised that the Component needs to be more involved as well. Gord requested the Jean, the Health and Safety Officer, take on the duty to accommodate cases, as it is somewhat related to Health and Safety. A call will be put out at monthly and AGM meetings for volunteer who would be willing to join the Chief Shop Steward Network. The strategy involves building a network where various people have different "specialities" (i.e. WFA, duty to accommodate, classification grievances) and can focus on specific issues, assisting employees and championing their issues at a broader level.

Action: Gord will put out a call at the monthly and AGM meetings.

Action: Archie to lead Chief Shop Steward Network.

6. Executive Reports

Gord reminded the executive that their reports need to be completed and available for the AGM on November 30th. Kinga suggested that the executive should submit reports with a common look and feel so that the executive appears as a unified, cohesive presence.

Action: Kinga to draft a template for executive reports.

7. Local Website

Jean briefed the executive on the situation with the website, specifically outdated pages and lack of information. Jean will be removing the BBQ poster and ensuring that posters for upcoming meetings are published on-line.

8. New Business

8a) Kinga received an e-mail from a couple of members from the BID Bureau showing interest in organizing a Christmas party. Kinga briefed the executive on the amount of work involved with a party, advising that there wasn't enough time to organize a Holiday party in a one-month time frame. Discussion ensued regarding various options on using parties to connect with members and get the PSAC message out. The executive moved that Kinga and Jean create a PR committee that will tackle public relations, communications and parties. A call out will occur at monthly and AGM meetings asking for member volunteers.

Action: Kinga will contact the members within BID, asking if they would like to join the PR committee.

Action: Kinga and Jean to set up a PR committee.

8b) Gloria distributed the budget. The executive moved that a budget committee should be set up, headed by Gloria. Jean, Stéphane and Kinga will be members of the budget committee.

Action: Gloria to set up the budget committee.

8c) Kinga moved that we discuss the issue of taxi chits. Due to time constraints, this item is deferred to the next Executive meeting.

9. Ajournment at 1:06 p.m.
Minutes drafted by Kinga Nogrady