

Minutes of Annual General Meeting 2013

April 17, 2013

UC 2020, Lakehead University

Agenda

1. Call to order
2. Equality Statement
3. Roll Call of Officers
4. Accept agenda
5. Minutes of Last Meeting
6. Matters Rising
7. Treasurer's Report
8. Communications and Bills
9. Executive Committee Report
10. Committee Reports
11. Nominations and Elections & Installations
 - a. Budget Committee
 - b. Trustees
12. Personal Development Bursary
13. Unfinished Business
14. New Business
15. Good of the Union

Attendance

SN	Name	Department/Faculty
1	Samantha Enders**	Education
2	Emilia Garstka	English
3	Aaron Pearson	Math
4	Jon Foreman	History
5	Alexandra Burchill	Anthropology
6	Richard Major	Natural Resources Management
7	Nancy Serediak	Natural Resources Management
8	Krish Homagain*	Natural Resources Management
9	Rimaz Abakar	Eng.
10	Suzanne Chomycz	Psychology
11	Pete Binsted	Engineering
12	Jason Dampier	Natural Resources Management
13	Brendon Johnson*	Natural Resources Management
14	Li Yu*	Education
15	Daniel Kremer	Cunt. Eng.
16	Rhiannon Kamatra	Chemistry
17	Takwana Nhau	Education
18	Scott Miller*	Natural Resources Management
19	Shashi Shahi	Natural Resources Management
20	Patrick Gauthier*	Natural Resources Management

* Office Executive (2012-13) ** Office Administrator

Notes Taken by: Samantha Enders and Krish Homagain

Order of Business and decisions:

1. **Call to order:** Meeting called to Order by President Scott Miller at 4:30 PM
2. **Equality Statement:** Read out by Scott Miller, 4:31PM
3. **Roll Call of Officers:** All members are introduced by Scott Miller, 4:39PM
4. **Accept agenda:** Agenda presented 4:40PM.
Moved by: Aaron
Seconded by: Daniel
Discussion: None
Approved. Carried: All
5. **Minutes of Last Meeting:** Posted online in CUPE 3905 Site: Highlights Read out by Scott Miller. No further discussion.
Moved by: John
Seconded by: Aaron
Minutes Accepted, Carried.
6. **Matters rising:** 4:34PM **Trustee's report:** Presented and Facilitated by Scott Miller. According to the bookkeeper's recommendation elected trustees reviewed statements of 18 months period instead of usual 12 months. Trustee's analysis was financially verified by the book keeper, and recommended to carry forward in similar way. Motion to move accepting the trustee's report and recommendation: *"After completing our review we recommend that the Local 3905 continue the hire of a professional bookkeeper to ensure our financial records are properly organized and accounted and monies are disbursed as per the annual budget."*

Moved by: Nancy
Seconded by: Peter
Carried
7. **Treasurer's Report:** Financial Report Presented by Li Yu (Treasurer) 4:36PM

Following financial statement is presented.

Canadian Union of Public Employees	
Local 3905	
Financial Statement 2012 / 2013	
Lakehead University Dues	\$82,582.42
Interest Income	\$59,533.83
Total	\$142,116.25
CUPE Dues Remittance	\$27,322.64
CUPE National Bond	\$179.28
Honoraria Executive	\$24,000.00
Honoraria Committees	\$2,500.00
Employee	\$2,000.00
Training / Professional Development	\$1,400.00
Appreciation	\$508.51
Office Supplies	\$299.10
Office Equipment	\$546.29
Bookkeeping Fees	\$1,017.00
Bank Charges	\$206.00
Professional Development Bursary	\$8,500.00
Food	\$166.45
Orientation	\$2,950.22
Executive / General Meetings	\$1,058.22
LU Financial Award	\$3,000.00
Total	\$75,653.71
Surplus	\$6,928.71

CUPE 3905 has \$6,928.71 surplus from last year's expenditure. Based on this surplus Li Yu proposed two recommendations.

Recommendation 1. Use \$3,000 for CUPE Financial Award for next year, needed a budget pass.

Moved by: Rimaz

Seconded by: Alexandra

Recommendation 2. Double the amount of PDB to 10 for this summer only.

Moved by: Daniel

Seconded by: Jason

Brendon clarified about the Stewardship Honoraria budget and food for the meeting.

Li then presented the budget for 2013-14 as follows:

Canadian Union of Public Employees			
Local 3905			
Budget 2013 / 2014			
INCOME			
3560	Retained Earnings - Previous Year		\$ 16,000.00
1100	Interest Generated from Mutal Fund		\$ 3,000.00
4200	Income		\$ 75,200.00
	<i>Total</i>		<u>\$ 94,200.00</u>
EXPENSES			
1060	Contingency		\$ 10,000.00
5000	CUPE		\$ 25,768.00
5010	CUPE National Dues	\$25,568.00	
5020	CUPE National Dues	\$ -	
5060	CUPE Bond Premium	\$ 200.00	
5100	Committees, Employees, Executive, and Volunteers		\$ 34,000.00
5110	Honoraria - Executive	\$24,000.00	
5111	Stewards Committee	\$ 300.00	
	Stewards Honoraria (5120)	\$ 1,400.00	
	Stewards Food (5111)	\$ 300.00	
5112	Budget Committee	\$ -	
5113	Bargaining Committee	\$ 3,000.00	
5114	Membership Committee	\$ -	
5115	Health and safety Committee	\$ -	
5116	Grad Student Ass. Committee	\$ -	
5117	Internal Relations Committee	\$ -	
5120	Honoraria - Other - Committees	\$ 3,400.00	
5140	Employee	\$ 2,000.00	
5150	Training/Professional Development	\$ 1,000.00	
5160	Appreciation	\$ 300.00	
5200	Office Expenses		\$ 2,309.32
5210	Office Supplies	\$ 200.00	
5220	Office Equipment / Repair	\$ 200.00	
5230	Office printing	\$ -	
5240	Postage	\$ -	
5250	Bookkeeping Fees	\$ 1,320.00	
5270	Bank Charges	\$ 189.32	
5280	Rent	\$ 400.00	
5300	Training, Travel, and Education Support		
5310	PDB	\$ 7,500.00	
5320	Travel/Training Staff	\$ -	
5330	Training Staff	\$ -	
5340	LU Financial Award	\$ 3,000.00	
5800	Events and Sponsorship		\$ 4,045.02
5820	Prizes & Gifts	\$ -	
5830	Conference Fees	\$ -	
5831	Conference Food	\$ -	
5832	Conference Printing	\$ -	
5833	Conference Advertising	\$ -	
5840	Orientation	\$ 750.00	
5841	Orientation Food	\$ -	
5842	Orientation Printing	\$ 195.02	
5843	Orientation Advertising	\$ -	
5850	Executive / General Meetings	\$ 2,600.00	
5860	Other Events	\$ -	
5870	Donations	\$ 500.00	
	<i>Total</i>		<u>\$ 76,122.34</u>
	Balance		\$ 18,077.66

[Post meeting Correction: Budget for 5840 Orientation and 5850 Executive / General Meeting is interchanged. This should be corrected in the minutes.] So now it states that lines 5840 and 5850 were swapped. The budget for 5840 Orientation is 2600.00 and the 5850 Executive/General meeting is 750.00.

8. Communications and Bills

Scott: 4:45PM. No communication and bills. Will deal in Election agenda.

9. Executive Committee Report

Scott: 4:46PM. Every executive member has done a great job. We're now a total of 470 general members as of Apr 1, 2013. All executive positions are vacant from now. We need to re-confirm 3 trustees. No any outstanding issues for GAs.

10. Committee Reports

VP Committee Report: Pat Gauthier 4:52PM

Internal Relations Committee:

GA office space: Still in discussion. Upper Administration has no clear plan for the coming year.

Campus climate survey Only 2 questions are related to GA/TAs

Q's 42 and 46

Faculty of Graduate Studies Council

International student GA's. Only 15 GAs; 5 students for 3 terms. A movement was passed to bring the issue of international student GA allocation to Senate Research Committee.

Program regulation changes: Several changes made relating to course calendar and regulations. No changes related to GA positions.

We have so far no working relation with GSA other than informal banter. Recommended a formal agreement preparation with the GSA reps. GSA president Peter agreed.

Moved by: Daniel

Seconded by: Nancy

Carried

Report of the Stewardship Committee: Brendon Johnson (Chief Steward) 4:56PM

- Held Steward's Committee meeting in February 2013 @ Outpost, 6 Stewards attended (still missing Business & NRM).
- One issue of space in Faculty of Health and Behavioral Sciences, steward followed up, no additional action.
- One issue of work assignment in Faculty of Engineering, steward followed up, no additional action.
- Potential for these types of issues to arise again, policy grievance taken on by Union?
- Member of Joint Health & Safety meetings: Offices & Classrooms (member), Labs & Studios (alternate). No meetings held this term.
- Attend CUPE 3905 Executive meetings as required, write-up for Winter Term 2013 newsletter.
- Increased Stewards budget to \$1400 for stipends, \$300 for food for next year, made into separate line item.
- Four Stewards graduating, appreciation gifts for Dan, Aaron, Rhiannon, 2 possible returnees (Education & Health and Behavioural Sciences).
- Developed report for the next Chief Steward.
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- Developed report for the next Chief Steward.

Scott and Brendon both clarified the questions from the members

Moved by: Pat

Seconded by: Aaron

Carried

Report of the Membership Services Committee: Krish Homagain, Recording Secretary 5:06PM

Krish covered several membership services including.

- November Meeting
- Collective Agreement
- Personal Development Bursary
- Graduate Award
- Opportunities to volunteer and to serve in the committee

He encouraged members to use these services and

- Visit CUPE Website www.cupe3905.lakeheadu.ca
- Like us on Facebook
- Follow us on Twitter

And proposed his committee's future work plans as:

- Regular updates to websites and social media
- GA Orientation Event
- Always looking for new members and new ideas!

Scott and Krish clarified the concerns raised by Suzanne, Li, and Emilia.

Moved by: Rimaz

Seconded by: Nancy

Carried.

11. Nominations and Elections & Installations

5:16PM Scott facilitated the session. Scott is not eligible to run for next year. All positions were open. Anyone who is getting TA/GA next year (2013-14) can run for the office.

Nomination for President: Patrick Gauthier

Proposed by: Brendon Seconded by: Nancy

(Acclaimed) Elected Carried

Nomination for Vice-President: Richard Major

Proposed by: John Seconded by: Pat

(Acclaimed) Elected Carried

Nomination for Recording Secretary: Krish Homagain

Proposed by: Pat Seconded by: Jason

(Acclaimed) Elected Carried

Nomination for Secretary Treasurer: Jason Dampier

Proposed by: Brendon Seconded by: Nancy

(Acclaimed) Elected Carried

Nomination for Chief Steward: Peter Binsted

Proposed by: Pat Seconded by: Nancy

Scott, Krish and Rimaj mentioned that Peter Binsted would be a conflict of interest, because he is a current President of GSA (a larger organization who involves all the CUPE members). It has been an issue when during the last GSA election CUPE president was rejected to contest as a President of GSA because of the conflict of interest.

Conflict of interest: Motion moved by Krish. Seconded by: Rimaj.

Discussion: Pat: Explained the emails during the issue last year. CUPE bylaw is silent on these issues though. Nancy also clarified it is not mentioned in the GSA bylaw either. Rhiannon asked if GSA has issues with conflict of interest

why not CUPE, so find for another candidate. Krish: If Pete wants to leave GSA and join CUPE executive board. Pete: Rejected. Jason: To what extent should we care about conflict? Scott clarified again saying that this is a clear conflict of interest. Brendon: I have no objection but we better come into consensus. Takwana: can we not work together? Or find another undisputable candidate? Brendon: Certainly this position has a lot of work hour and load too. Having two key position may hamper candidates work efficiency. Suzanne: We clearly have this issue, so why not we vote on this. Scott put the Conflict of interest motion for vote.

YAY: 8 votes

NAY: 7 Votes

This is 8 to 7 and clearly a conflict of interest, so Peter cannot contest for the Chief Steward position. But can serve as a Trustee (not an executive position)

No other members showed interest in this position. Last call. No nominations. It will be filled later by executive committee and presented to the General Membership Meeting.

a. Budget Committee

Alexandra Burchill (Acclaimed)

b. Trustees

Alexandra Burchill (Acclaimed)

Pete Binsted (Acclaimed)

Rimaz Abaker (Acclaimed)

12. Personal Development Bursary

Facilitated by Scott and Krish 17:43PM

All results posted in the website.

Spring/Summer term 2012

1. Scott Miller
2. Nancy Serediak
3. Jessa Bear
4. Brent Forbes
5. Rawnda Abraham
6. Laxmi Pathak
7. Larysa Turko

Fall Term 2012

1. Li Yu
2. Susan Baily
3. Larysa Turko
4. Suzanne Chomycz
5. Kurtis Barker
6. Dmitry Tarasov
7. Tarik Menkad

Winter Term 2012

Applications: 6
Eligible: 3
Awarded: 3

Winter Term 2012-13 PDB (Deadline Feb 2013) Winners are: 1. Brendon Johnson, 2. Shashi Kamal Shahi, and 3. Krishnahari Homagain. There are 2 surplus awards. Member Suzanne Chomycz applied for this term but were not eligible because she has got one last term. She presented her request to the AGM. A special resolution is proposed by Scott. Moved by Jason, Seconded by Nancy. All agree. Carried. The fourth PDB will be awarded to Suzanne. Li handed the cheques for all four recipients. There is still a surplus of one to carry forward to the next term. In the summer 2013 there will be a total of 11 PDBs.

13. Unfinished Business

17:55PM

Donation 2012-13. CUPE has a budget of 500 to give away for the donation. On behalf of AFCASA Takwana presented the proposal for \$500.00 donation.

Moved by: Suzanne

Seconded by: Brendon

All agree. Carried.

14. New Business

No new Business

15. Good of the Union

17:58PM

On behalf of new executive committee, Patrick congratulated Scott on his successful tenure and thanked him for the support he's made towards the betterment of Local. New committee wishes a great future and successful career for Brothers Scott, Brendon and Li.

Good of the Union and the AGM adjournment motion;

Moved by Pete, Seconded by: Pat
Motion Carried.

Adjourned

NOTES RECORDED BY: Samantha Enders and Krish Homagain

MINUTES COMPILED BY: Krish Homagain (Recording Secretary)

APPROVED BY: (To be presented in GMM 2013)

Date: Nov 15, 2013