



SPECIAL MEETING MINUTES

Approval: Pending

DATE: March 2nd, 2023
TIME: 7 pm
LOCATION: Microsoft Teams

Call to Order

Roll Call:

President	Tammy Carter
Secretary-Treasurer	Kyle Clark
Recording Secretary	Erica McDowell
1 st Vice	Shawn Melnyk
2 nd Vice	Melanie Harriman
3 rd Vice	Sylvia Lindgren
Indigenous Workers' Representative	-

Unit Chairs:

<i>Appointed SD 83, North Okanagan Shuswap</i>	Courtney Thomson
<i>SD 67, Okanagan Skaha</i>	Terri Phillips
<i>SD 53, Okanagan Similkameen</i>	Charlene Turnbull
<i>Appointed NOYFSS</i>	Rob Young
<i>Appointed Turning Points</i>	Kaj Paget
<i>SCS</i>	Sunnie Waters

National Reps:

Logan Lamerton

Land Acknowledgement: CUPE Local 523 recognizes that our members live and work on the traditional and unceded territories of the Syilx/Okanagan and Secwépemc people.

Reading of Equality Statement

Minute of Silence: Greg Mockford - Member from SD83

Swearing in new members

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Adoption of Agenda:

Motion: To adopt the agenda as presented. **m/s/c**

UNFINISHED BUSINESS:

- **VOTING ON BYLAW CHANGES** – continued from the November General Meeting

Section 9 EXECUTIVE BOARD

- The Executive Board shall have the authority to pass motions for the expenditure of monies and conduct other business as necessary between General Meetings. **Any decisions or expenditures shall be reported to the membership. at the next General Meeting for their ratification.**
- The objective of the Executive Board is to allow **delegates members** the opportunity to discuss and bring pertinent matters before it and make recommendations.

Motion: To accept the Section 9 Bylaw changes as presented. **m/s/c**

Section 12 RECORDING SECRETARY

The Recording Secretary shall **keep a correct, full and impartial record of the proceedings of each meeting of the Local Union and all the meetings of the Executive Board. Each record of proceedings shall include a copy of the full financial report presented by the Secretary-Treasurer in accordance with Article B.3.6.** The Recording Secretary shall perform such other duties as the Executive or Constitution may direct.

Motion: To accept the Section 10 Bylaw changes as presented. **m/s/c**

Section 13 SECRETARY TREASURER

- Be bonded through the master bond held by CUPE National. Any Secretary Treasurer who cannot qualify for the bond shall be disqualified from office.
- Sign all cheques, **initiate all electronic fund transfers**, and ensure the Local Union's funds are used only as authorized or directed by the National Constitution, Local Union bylaws or vote of the membership. In consultation of the Executive Board, designate a signing officer during prolonged absences.
- Pay no money unless supported by a **cheque requisition invoice** or expense form or request for payment duly signed by the President and at least one other member of the Executive Board as determined by the Executive Board. No request shall be required for payment of per capita fees to any organization to which the Local Union is affiliated.
- ~~Notify all members who are one month in arrears and report to the Executive Board all members two or more months in arrears in the payment of Union dues.~~
- Shall keep and file a record of all Trustee reports.**

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- f) Recognize retirees on behalf of the Local.
- g) Perform other such duties as the Executive or Constitution may direct.

Motion: To accept the Section 13 Bylaw changes as presented. **m/s/c**

***Note – Skipped to Section 29, as that outcome effects section 14 and 15**

Section 29 — ENTERTAINMENT COMMITTEE

~~The Entertainment Committee shall be comprised of the 3rd Vice President and three (3) other members. Sub-committees may be created on an ad-hoc basis to organize events.~~

~~The committee shall allocate funds to units from the Entertainment budget line. The committee may recommend and promote Local events~~

~~The committee shall submit reports and proposals to the Executive Board and membership.~~

Motion: To accept the Section 29 Bylaw changes as presented. **m/s/c**

***Note – Returned to section 14 and 15**

Section 14 2nd VICE PRESIDENT

The 2nd Vice President shall:

- a) Act as the Local 523 Privacy Officer.
- b) Attend Okanagan Mainline District Council (LOCAL 523) meetings as one Local 523 delegate.
- c) In the event of the 1st Vice President being unable to perform their duties or the 1st Vice President being required to perform the duties of the President in the absence of that officer, the 2nd Vice President shall then perform the duties of the 1st Vice President.
- ~~d) Act as Chair and/or liaison to the following committees:~~
 - ~~a. Education Committee~~
 - ~~b. Communications Committee.~~
- d) Act as Chair and/or liaison for the Communications Committee.
- ~~a) Other duties as assigned.~~
- b) Perform other such duties as the Executive or Constitution may direct.

Section 15 3rd VICE PRESIDENT

The 3rd Vice President shall:

- a) Act as sergeant at arms
- b) b) Act as Chair/liasion to the following committees:

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- a. Good and Welfare
- b. Entertainment
- b. Education Committee

e) ~~other duties as assigned.~~

d) Shall keep and file a full and accurate account of all education received by members.

e) Perform other such duties as the Executive or Constitution may direct.

Motion: To accept the Section 14 Bylaw changes as presented. **m/s/**

Amendment: To add Section 15 to the motion. **m/s/c**

Motion: To accept Section 14 and Section 15, Bylaw changes, as presented. **m/s/c**

Section 18 SHOP STEWARDS

~~Shop Stewards shall be elected for a two (2) year term at a Unit Meeting.~~

It shall be the duty of the Shop Stewards to investigate and to attempt to settle all disputes between the employer and employee(s). Shop Stewards shall report any grievance to the Unit Chair and 1st Vice President for consideration of the Grievance Committee.

A written record (Appendix "I" CUPE Fact Sheet) is to be completed by the Shop Steward and presented to the 1st Vice President/Grievance Committee.

~~The Shop Steward shall greet new employees and acquaint them with Local 523 and the respective Unit Chair.~~

Units may elect as many stewards as they wish however there may be limitations within the Collective Agreements. Stewards should be elected with consideration of sectional or departmental representation.

Motion: To accept the Section 18 Bylaw changes as presented. **m/s/c**

Section 19 UNIT CHAIRS

~~The Unit Chair shall be elected for a two (2) year term at a Unit Meeting.~~

The Unit Chairs shall:

- a) Attend all Executive Board meetings and provide unit reports to the Executive Board or send an alternate elected representative in their absence.
- b) Shall submit all draft Letters of Understanding/Intent to the Executive Board for discussion. Executive approval is required prior to agreement with the Employer.
- c) Coordinate unit membership meetings and unit steward meetings.

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- d) Attend grievance committee meetings and grievance meetings as required.
- e) Attend labour management meetings.
- f) Report any hardship issues to the Executive Board.
- g) Be part of the **Negotiating Negotiations** Committee.
- h) Forward current membership contact information and updates to the Recording Secretary as required.
- i) Advise the Executive Board of upcoming unit chair and steward election meetings.
- j) Ensure their Unit membership are given opportunity to determine how they wish their annual EI rebate monies allocated, and report such to the Secretary Treasurer.
- k) Act as member of the Education committee if required.
- ~~l) Recognize retirees on behalf of the Local.~~
- ~~m) Submit entertainment request to 3rd Vice President by June 30 of each year.~~
- n) Attend other meetings (or send a delegate) which may include board meetings, JE committees, Budget meetings, committees etc.

Motion: To accept the Section 19 Bylaw changes as presented. **m/s/c**

Section 20 INITIATION FEES, DUES & ASSESSMENTS

The **five dollar (\$5.00)** initiation and re-admittance fee shall be **collected by the employer** and remitted to the Local. ~~not less than five dollars (\$5.00). Upon receipt by the Secretary Treasurer of application for membership into the Local, every individual candidate shall remit the sum of five dollars (\$5.00) initiation fee; such amount shall be collected by the Secretary Treasurer and a receipt shall be given in every case.~~

Union dues shall be 2.25% of gross monthly salary. Any change in the local union dues or assessments can only be made at a General Meeting when a notice of motion has been previously given, except where the minimum dues are raised by an amendment to the CUPE Constitution, or when B.C. Division places a special assessment on its affiliates. Such Notice of Motion can be given with (7) days' notice at the previous General Meeting or in a circular advising all members at least sixty (60) days before the question is to be discussed.

Special assessments may be levied in accordance with Article B.4.2 of the CUPE Constitution.

Section 21 NON-PAYMENT OF DUES AND ASSESSMENTS

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A member who fails to pay dues and assessments for three months is automatically suspended from membership. The suspension will be reported to the Executive Board by the Secretary Treasurer. The Executive Board will report all suspensions to the next membership meeting. The member may return to membership in good standing by paying a readmission fee and any other penalty set by the Local Union. The readmission fee cannot be less than the initiation fee of the Local Union.

A member who has been unemployed or unable to work because of sickness shall pay the readmission fee but may not be required to pay arrears.

Motion: To accept Section 20 and Section 21, Bylaw changes, as presented. **m/s/**

Motion: To Table this motion. **m/s/defeated.**

Question was called. **m/s/c**

Motion: To accept Section 20 and Section 21, Bylaw changes, as presented. **m/s/c**

Motion: To continue until the Bylaw changes are made or loose quorum. **m/s/c**

Quorum lost: 8:20pm (10 minutes later)

Adjournment: 8:25pm