

**Government  
Services  
Union**



## **GSU Local 50002 Executive Committee Meeting Minutes**

**Date:** February 7, 2017

**Start time:** 10:00 am – 11:00 am

**Location:** St Boniface Boardroom, 2<sup>nd</sup> floor, 167 Lombard Ave, Winnipeg

**Attendees:**

Leandra Williams, (President)

Bev Laurin (Vice-President)

Larissa Williams (Treasurer)

Terrina Chretien (Communications Officer)

**1. Call to Order**

- Meeting was called to order at 10:05 am

**2. Adoption of the Agenda:**

- Adoption of the Agenda below was passed
  - Membership List Updated
  - New Members
  - Other Business

**3. Minutes of Previous Meeting:**

- Jan 27, 2017 Meeting
  - The meeting minutes will be reviewed for approval and signature at the next Executive meeting.
  - ACTION: Communications Officer to post the Jan 27, 2017 meeting minutes on the 167 Lombard Ave bulletin boards
  - ACTION: Our representative at 111 Lombard Ave to post the Jan 27, 2017 meeting minutes on the 111 Lombard Ave bulletin board
  - ACTION: Communications Officer to distribute the Jan 27, 2017 meeting minutes to SALD, Cheque Production Center and the individuals who do not have access to a union board

in their workplace

**4. Communications Officers Report:**

- Updating of the Local Membership List
  - BRING FORWARD: Communications Officer to update the work distribution group to reflect the additions to the membership list
  - BRING FORWARD: Communications Officer to follow up with GSU Admin Support regarding the additional member who is paying dues but is missing from the membership list
- 2017 Executive Tasks
  - ACTION: Communications Officer to create a reoccurring monthly Executive meeting
  - ACTION: Communications Officer to update the contact information leaflet with the newly elected leadership for distribution to all locations for posting on the union bulletin boards

**5. Treasurers Report:**

- BRING FORWARD: President to confirm with Monique if the local needs to file taxes

**6. Communications and Bills:**

N/A

**7. Committee Reports:**

N/A

**8. New Business:**

- AGM Planning
  - CLOSED: Communications Officer to include the Local Executive information pamphlet into the AGM meeting invite and send the last reminder out to the members.
  - CLOSED: Communications Officer to cancel the Jan 31, 2017 Executive meeting
  - CLOSED: Communications Officer to provide the President with the information regarding the member's dietary restriction in order to confirm the restaurants ability to accommodate this request
  - CLOSED: Communications Officer to provide the President with the AGM sign in sheet and AGM meeting progression document
- AGM Wrap Up/Change of Leadership
  - The reimbursement cheque for the AGM printing has been signed by the President and Vice-President and received by the Treasurer.

February 7, 2017

- The Communications Officer has been retained on an acting basis while more candidates are being reviewed and approached
- As no Chief Shop Steward was elected, the Executive is currently seeking individuals for appointment
- As no Shop Stewards were elected, the Executive is currently seeking individuals for appointment
- The Executive decided that a full Honorarium will be given to 111 Lombard Shop Steward for her exceptional work with the union, despite her resignation partway through the year.
- All of the Executive have received their honorariums.
- ACTION: Treasurer to provide to the 111 Lombard Shop Steward the honorarium cheque
- ACTION: President to provide the signed 2017 AGM meeting minutes & 2017 Budget /2015-2016 Reconciliation to the GSU
- ACTION: President to complete the remaining work on the By-Laws and submit to the Special Advisor to the National President for review/approval
  
- By-Law Discussion
  - BRING FORWARD: The Executive to review the necessary proposed by-law amendment to include another Shop Steward at 111 Lombard
  - BRING FORWARD: The Executive to review proposed by-law amendment to increase the honorariums
  
- General Membership Meeting
  - The Executive will be calling a General Membership meeting in July to:
    - Review the necessary changes to the By-Laws
    - Review the GIC commitment and possibly re-invest
    - To call out for coverage for the available positions within the union
    - To provide members who would like to attend the convention as an observer time to speak to that request before the registration deadline
  - ACTION: President to confirm the deadline for registration as an observer
  
- New Members
  - BRING FORWARD: Communications Officer to mail out the new member's application
  - BRING FORWARD: President to provide the new member with a membership application
  - BRING FORWARD: Communications Officer to record the member's information into the membership list
  - BRING FORWARD: Communications Officer to mail out the membership application, once received
  
- Member Concerns
  - BRING FORWARD: Vice-President to provide the member with an additional membership

February 7, 2017

- application to be returned to the Communications Officer for her action upon receipt
  - BRING FORWARD: Vice-President to review the collective agreement for the P.A.'s/contact PSAC Health and Safety Rep to confirm the breakdown of how each member contributes
  - BRING FORWARD: Vice-President to provide to a member/Executive the contribution breakdown, once received
  - BRING FORWARD: Vice-President to provide the members email to the Executive for review
- Other Business
    - 1) Union Calendars
      - CLOSED: President to submit a receipt to the Treasurer for reimbursement
    - 2) Convention Registration – Winnipeg April 21-24
      - The President has been contacted by Alison Davis regarding this matter and will bring additional information to the next meeting.
      - The Executive to set aside these dates in our calendars
      - BRING FORWARD: President will work on having the entire Executive registered to attend the convention
    - 3) Training put on by the Local
      - CLOSED: Executive to discuss the training of our members in the style of a tutorial and who will lead this initiative
      - The Executive discussed offering training such as the JLP sessions to the members.
      - ACTION: The Executive to brainstorm for the next meeting for local training topics that would be of interest to the members
    - 4) Local Development Email from PSAC RO Health & Safety Rep
      - The President will be following up on this request with more details to follow at the next meeting
      - BRING FORWARD TO AGM: President to contact PSAC RO Health & Safety Rep regarding additional local development once the new executive is on board
    - 5) Asbestos Campaign from Serina Pottinger
      - CLOSED: Treasurer to add the postcards into the AGM packages for signature
      - The postcards did not make it into the AGM package
      - ACTION: President to contact the PSAC RO Health and Safety Rep to request the

- ACTION: The Executive to book a General Meeting over lunch time to distribute the postcards
  - BRING FORWARD: Executive to ensure the postcards are sent out to all members for signature
- 6) Meet & Greet
- The Executive discussed a Meet & Greet with the other locations in April when fiscal year end wraps up.
  - ACTION: The Executive to set up a Meet & Greet with all the members at other locations

**8. Adjournment:** The meeting adjourned at 11:07 AM



Leandra Williams, President



Bev Laurin, Vice-President