

**Government
Services
Union**



GSU Local 50002 Executive Committee Meeting Minutes

Date: March 1, 2017

Start time: 11:00 am – 12:00 pm

Location: St Boniface Boardroom, 2nd 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 11:02 am

2. Adoption of the Agenda:

- Adoption of the Agenda below was passed
 - Ratification Vote

3. Minutes of Previous Meeting:

- Feb 13 2017 Meeting
 - The meeting minutes will be reviewed and prepared for signature at the next Executive meeting.
 - ACTION: Communications Officer to post the Feb 13, 2017 meeting minutes on the 167 Lombard Ave bulletin boards
 - ACTION: Our representative at 111 Lombard Ave to post the Feb 13, 2017 meeting minutes on the 111 Lombard Ave bulletin board
 - ACTION: Communications Officer to distribute the Feb 13, 2017 meeting minutes to SALD, Cheque Production Center and the individuals who do not have access to a union board in their workplace

- Feb 7 2017 Meeting
 - The meeting minutes were approved/signed.
 - BRING FORWARD: Communications Officer to post the Feb 7, 2017 meeting minutes on the 167 Lombard Ave bulletin boards
 - BRING FORWARD: Our representative at 111 Lombard Ave to post the Feb 7, 2017 meeting minutes on the 111 Lombard Ave bulletin board
 - BRING FORWARD: Communications Officer to distribute the Feb 7, 2017 meeting minutes to SALD, Cheque Production Center and the individuals who do not have access to a union board in their workplace

- Jan 27, 2017 Meeting
 - The meeting minutes were approved/signed.
 - BRING FORWARD: Communications Officer to post the Jan 27, 2017 meeting minutes on the 167 Lombard Ave bulletin boards
 - BRING FORWARD: Our representative at 111 Lombard Ave to post the Jan 27, 2017 meeting minutes on the 111 Lombard Ave bulletin board
 - BRING FORWARD: 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
 - CLOSED: Communications Officer to create a recurring monthly Executive meeting
 - BRING FORWARD: 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
 - ACTION: Communications Officer to create/post the new meeting schedule on all the union boards
 - ACTION: A member at 111 Lombard to be contacted to manage the union bulletin board
 - ACTION: Communications Officer to begin the process of uploading the meeting minutes

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for 2017 onto the GSU websites

- ACTION: Communications Officer to create/post a notice on all bulletin boards showing where the meeting minutes can be found on the GSU website

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:

- Ratification Vote – March 15, 2017
 - Ratification Vote Sessions have been set up for March 15, 2017 @ the Fairmont hotel. There are four sessions, two morning and two afternoon sessions.
 - The Executive will be assisting PSAC with the ratification vote.
 - ACTION: Communications Officer to provide the email notification to the members' home addresses regarding the ratification vote sessions on March 15, 2017 @ the Fairmont.
 - ACTION: President to draft a ratification vote notice and provide to the Communications Officer
 - ACTION: Communications Officer to post the notice on all union bulletin boards
 - ACTION: President to acquire clarification on leave type needed for those involved with the set-up
- AGM Wrap Up/Change of Leadership
 - A member has stepped forward who is interested in being a steward.
 - ACTION: Vice-President to advise the member on what the position consists of and provide the sign-up information for steward training.
- 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

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- General Membership Meeting
 - The Executive will be calling a General Membership meeting to:
 - 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 GSU Convention as an observer time to speak to that request before the registration deadline
 - A proposal will be presented to the membership for additional training monies to fund the registration/reimbursement of lost salary for the observer attending the GSU Convention in September

- Convention Registration – Triennial Convention – September 26-28, 2017
 - May 26th is the deadline for registration for both delegates and observers.
 - The Executive will have the General Meeting from 12:00pm – 1:00pm on Thursday, April 27th
 - Potentially in the Broadway room, so that teleconference options can be considered
 - An email meeting invitation will be sent out requesting any observer names prior to the meeting. Deadline for April 20th and candidates must make a presentation up to 5 minutes in duration.

- Convention Registration – Winnipeg April 21-24
 - CLOSED: President will work on having the entire Executive registered to attend the convention
 - CLOSED: Communications Officer to report back to the Executive on her attendance at the Convention
 - CLOSED: President to move forward with the planning of alternates
 - The Communications Officer and Vice-President will not be in attendance at the Convention
 - The Treasurer and the President will be representing the Local at the convention
 - CLOSED: President to confirm the type of leave to be submitted while attending convention – Attendees will take LWOP.

- New Members
 - The President provided to the Communications Officer two new membership applications.
 - The Communications Officer updated the membership list to include the new members and sent the applications in to be processed.
 - CLOSED: Communications Officer to mail out the new member's application
 - CLOSED: President to provide the new member with a membership application
 - CLOSED: Communications Officer to record the member's information into the membership list
 - CLOSED: Communications Officer to mail out the membership application, once received

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- **Member Concerns**
 - **CLOSED:** Vice-President to provide the member with an additional membership application to be returned to the Communications Officer for her action upon receipt
 - **CLOSED:** 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
 - **CLOSED:** President to provide to a member/Executive the contribution breakdown, once received
 - **CLOSED:** Vice-President to provide the members email to the Executive for review

- **Other Business**
 1. **Training put on by the Local**
 - **BRING FORWARD:** The Executive to brainstorm for the next meeting for local training topics that would be of interest to the members

 2. **Local Development Email from PSAC RO Health & Safety Rep**
 - **BRING FORWARD:** President to contact PSAC RO Health & Safety Rep regarding additional local development once the new executive in on board

 3. **Asbestos Campaign from Serina Pottinger**
 - **BRING FORWARD:** President to contact the PSAC RO Health and Safety Rep to request the asbestos postcards and verify the date of return required
 - **BRING FORWARD:** 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

 4. **Meet & Greet**
 - **BRING FORWARD:** The Executive to set up a Meet & Greet with all the members at other locations

8. Adjournment: The meeting adjourned at 12:05 pm

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Leandra Williams, President


Bev Laurin, Vice-President