

LEC Members: Greg Gagnon, Steve Mikalauskas, Paula Golding, Bongji Dube, Tara Pledge (by phone)

Regrets: Diana Powell, Marla Harthun, Melissa Mellor, Tracey Prokipczuk

Guest(s): Vicky Webb, Local 241

Required for Quorum: 5 (5 attended)

1. Call to order
2. Statement of respect (<https://youtu.be/t-XTMx1md7I>)
 - Statement of Respect in effect
3. Adoption of agenda
 - Agenda approved, with the following amendment: Support for Local 240 (ratification)
 - Motion to approve: Steve. Seconded: Paula. Carried.
4. Adoption of Minutes of previous (quorum) meeting - February 20, 2018
 - Motion to approve: Bongji. Seconded: Tara. Carried.
5. Business arising
 - 5.1. PT Bargaining Update
 - a) Sticker Day (Nov. 6, 2018) - Support part-time employees and their allies can wear a sticker to show their support for bargaining team.
 - b) Tele-town Hall (Nov. 22, 2018 at 7 pm) - Update by bargaining team on negotiations
 - c) Lunchtime Info Pickett (Nov. 28, 2018) - Action by Support part-time employees and their allies at campuses
 - d) Last dates for bargaining sessions are Dec. 10-14, 2018
 - 5.2. Ratification vote on donation for Local 216
 - Motion to approve. Carried unanimously.
 - 5.3. Ratification vote on donation in memory of Bill Pooler
 - Motion to approve. Carried unanimously.
 - 5.4. Ratification vote on donation for Local 240
 - Motion to approve. Carried unanimously.
 - 5.5. Donations in memory of the passing of current employees
 - a) Bongji proposed donation in memory of Veronica DeSchryver
 - o Motion to approve: Paula. Seconded: Steve. Carried.
 - b) Discussion by LEC to set up an informal process in the event of a passing of a current employee. Steve to develop and present at next meeting.
6. New Business
 - 6.1. Living Wage - A discussion with Vicky Webb focused on a joint venture by Local 240 and 241 through the Political Action Committee to ensure college employees are paid above living wage. Vicky outlined the plans, with an expected completion date of Dec. 2018, to; determine the number of college employees living under the living wage; and submit a letter of advocacy to Ron McKerlie, President, Mohawk College requesting future contracts pay a living wage.

- 6.2. Officers Update - Steve, Acting Chief Steward has taken on the additional role of Acting Vice President until elections at the GMM, Nov. 21, 2018.
- 6.3. Office Renovations - Greg identified plans to replace furniture and IT equipment in Local 241 Office A006a to make better use of space.
- 6.4. Local Office Hours - Hours are to be listed outside Local's Office, on the website, and campus bulletins boards are:
 - a) Greg - Tuesday morning and all-day Wednesday (Fennell A006a or as needed)
 - b) Steve and Paula - Wednesday afternoon (Fennell A006a)
- 6.5. New Staff onboarding/introductions - Process is to be developed, and will include providing new staff with a copy of the collective agreement and a membership card
- 6.6. Steward Recruitment
 - a) Steward's areas of representation are to be restructured. Options include representation by campus or department.
 - b) Messaging to be sent to Support requesting proposed stewards for their areas.
- 6.7. Organization of Local and Stewards
 - a) Due to the recent certification of Support part-time staff, Local 241's structure changed to a Composite local with two separate groups of Stewards for full-time and part-time, each led by its own Unit Steward.
 - b) GMM Elections to be held on Nov. 21, 2018. Vacant positions include:
 - o Vice President
 - o Unit Stewards – one full-time and one part-time
 - o Stewards - full-time and part-time
7. Reports of Officers
 - 7.1. Treasurer's Report
 - a) Proposed 2019 Budget - was received for information. Paula and Greg noted adjustments from 2018, overall assets and local investments. accounts. Budget scheduled to be presented to the GMM on Nov. 21, 2018.
 - o Motion to approve: Steve. Seconded: Paula. Carried.
 - b) Structure for use of funds
 - o Up to \$241.⁰⁰ (approval by Individual Officer)
 - o \$242.00-\$500.⁰⁰ (approval by vote of Officers)
 - o \$501.00-\$1,000.⁰⁰ (approval by vote of LEC)
 - o Over \$1,000.⁰⁰ (approval by vote of GMM)
 - 7.2. Vice President – nothing to report. Position vacant.
 - 7.3. Secretary – nothing to report
 - 7.4. Chief Steward – nothing to report
8. Reports of Committees
 - 8.1. By-laws – nothing to report as Chair of committee vacant. Tabled for next meeting.
 - 8.2. PDF - nothing to report as Chair of committee vacant. Tabled for next meeting.
 - 8.3. Health and Safety – Health and Safety Rep. was hired in October 2018. Committee has arranged feedback report from staff on Health and Safety in their workplaces.
9. Adjournment – 5:50 pm
 - Motion to approve: Steve. Seconded: Paula. Carried.