

LEC Members: Greg Gagnon, Steve Mikalauskas, Paula Golding, Melissa Mellor (by phone), Graeme Douglas

Regrets: Marla Harthun, Tara Pledge, Tracey Prokipczuk

Required for Quorum: 5 (5 attended)

1. Call to order
2. Statement of respect (<https://youtu.be/t-XTMx1md7I>)
 - 2.1. Statement of Respect in effect
3. Adoption of agenda
 - 3.1. Agenda approved, with the following amendment: move items for approval to the start of the agenda.
 - Motion to approve: Greg. Seconded: Melissa. Carried.
4. Adoption of Minutes of previous (quorum) meeting – Nov 1/18
 - Motion to approve: Greg. Seconded: Paula. Carried.
5. Items for Approval
 - 5.1. Donation of \$75 to HBSPCA (as per obituary) in memory of Veronica DeSchryver.
 - Motion to approve: Steve. Seconded: Paula. Carried.
 - 5.2. Annual parking for LEC Officers (Jan-Dec/19) – to be distributed in Jan/19 to reflect fiscal year timelines. Distribute cost of Preferred parking pass to President, and difference between Preferred and General parking pass to VP, Treasurer/Secretary, full-time Unit Steward and part-time Unit Steward.
 - Motion to approve: Greg. Seconded: Graeme. Carried.
 - 5.3. TAR (Dec-June/17 & Jan-June/18) balance sheets and 6-month statements
 - Motion to approve: Paula. Seconded: Greg. Carried.
 - 5.4. Reallocation of funds in 2018 budget lines to cover the costs of Local 241's office renovation and reorganization
 - Greg explained this one-time office renovation and reorganization is required to: service our membership which is growing to 800 plus with the part-time members; to uphold two collective agreements; and for a resulting planned expansion in steward numbers.
 - Greg provided a verbal update and proposed written itemized budget (attached), including which budget lines have funds available for reallocation to the Local Fund's computer (800) and office (810) budget lines.
 - Motion to approve: Greg. Seconded: Melissa. Carried.
6. Business Arising
 - 6.1. Membership Cards – Greg updated LEC on work to reach out to unsigned staff to increase signed memberships.

7. New business
 - 7.1. Welcome and introductions for new Steward – Graeme Douglas (Part-time)
 - 7.2. Upcoming Local 241 GMM (Feb 20/19) - Elections for 3 delegates and 3 alternates each for:
 - CAAT-Support Divisional meeting (Winter/2019 or Oct/19 - date TBD)
 - OPSEU Regional meeting (May 3-4/19)
 - OPSEU Convention (May 23-25/19)
 - 7.3. Social with Local 240 to be held in Feb/19 (date TBD)
 - 7.4. Part-Time Update – “Information Day” held on Nov 28/18. Stewards and staff member from OPSEU’s Hamilton Regional Office gave out flyers on Part-time negotiations at all campuses.
 - 7.5. Process for new staff onboarding/introductions – process to be developed.
 - 7.6. Elections - Chair for PDF and By-Laws Committees.
8. Reports of officers
 - 8.1. Vice President – work continuing on Local 241’s office renovation and reorganization.
 - 8.2. Treasurer/Secretary – no report.
9. Reports of Committees
 - 9.1. By-laws and PDF – Committees to be reformed.
 - 9.2. Health and safety – no report.
10. Adjournment at 12:50 pm

Next meetings: GMM on Wed. Feb 20/19
LEC on Wed. March 27/19