

LEC Members: Susan Lau, Sarah Harvie, Dana Leaman, Sara McArthur, Melissa Mellor, Paula Golding, Patrick Angielczyk, Tara Bristol, Annie Jong, Deborah Konig, Tanya Kowalewicz, Jason Kovacs, Joanne MacDonald, Tracey Prokipczuk, Nancy Reyes

Regrets: Chris Arndt, Caitlin MacKinnon (on leave), Roslyn French-Sanges

Required for Quorum: 10 (15 attended)

1. Call to order
2. [Statement of Respect and Land Acknowledgment](#)
3. Adoption of agenda
  - Motion to approve: Sarah. Second: Sara. Carried.
4. Minutes of previous (quorum) meetings - Sept. 20 and Oct. 18/2023
  - Motion to approve Sept. 20<sup>th</sup>: Sarah. Second: Joanne. Carried.
  - Motion to approve Oct. 18<sup>th</sup>: Sarah. Second: Tara. Carried.
5. Business Arising
  - 5.1. Grievances and Arbitrations - updated on current cases.
  - 5.2. ESC (Employer Stability Committee) Activities – updated on current events.
  - 5.3. Recruitment –work on signed memberships continues.
  - 5.4. Part-Time Bargaining – Bill 124 renegotiations settled.
6. New Business
  - 6.1. Budget /Treasurer Report
    - Union Digital Spending Proposal
      - Explanation of spending proposal for a union management platform, including advantages with members management, case management, communications, costs, etc.
      - Susan to explore costs for additional numbers of users (stewards).
    - 2024 Proposed Budget & 2023 Year-to-Date/Local Investments Report
      - Explanation of the 2024 Budget (noting adjustments from 2023), and 2023 Year-to-Date (up to Sept. 2022) Overall Assets and Local Investments Accounts
        - Motion to approve 2024 Budget: Tara. Second: Sarah. Carried.
        - Motion to approve Treasurer’s report as a whole: Susan. Second: Dana. Carried.
  - 6.2. December GMM Planning - \$400 in gift cards for Draw Prizes
    - Motion to approve: Deb. Second: Paula. Carried.
  - 6.3. Local Time-Off Funding for Sara McArthur
    - Approve Local Time-Off funding (part time) for Sara, Part-Time Unit Steward.
    - Motion to approve: Tara. Second: Melissa. Carried.
  - 6.4. OPSEU Dismantling Racism Training (2024)
    - OPSEU requires training for all union stewards.

- 6.5. Region 2 Educational
  - Jason updated LEC on training opportunities provided at Educational.
- 6.6. New LEC-Only Resource page, email accounts and Google drive
  - Moved to next meeting.
7. Reports of Officers
  - 7.1. President – LEC updated on Google workspace progress. Work focusing on consolidating Local’s information in one place in preparation for the move to Union Digital, if approved by members at GMM. Work also continues with Local 240 on health and safety matters and TELUS Health. Stewards with questions or ideas for Local 241, please feel free to contact Susan.
  - 7.2. Vice President – LEC updated on development of new educational materials, design work (e.g. buttons, postcards, etc), and member engagement activities such as Town Halls and Lunch and Learns. LEC Officers to hold Strategy and Planning meeting on Oct. 16/2023. New approach underway to identify areas of concern at the College and to identify staff who are leaders/influencers in their areas.
  - 7.3. Secretary – reminded LEC that the next LEC meeting to be held on
  - 7.4. Communications Officer – Chris sends regrets.
  - 7.5. Full-Time Unit Steward – focus on TELUS Health matters.
  - 7.6. Part-Time Unit Steward – survey sent to members. Members are interested in educational opportunities as per the Collective Agreement. Work continues on Recruitment of Part-Time staff.
8. Reports of Committees
  - 8.1. By-laws - Moved to next meeting.
  - 8.2. PDF (Position Description Form) – PDF training opportunities coming soon.
  - 8.3. Health and Safety – elections to be held at the Winter GMM for Health & Safety Reps on the College’s Joint Health and Safety Committee (term will start March 2024)
9. Adjournment: 7:00 pm. Motion to approve: Sara. Second: Melissa. Carried.

Next meetings:

- GMM – Wed. December 6/2023, 12:00 pm – 1:00 pm – by Zoom
- LEC meeting - Wed. December 13/2023, 5:30 pm -6:30 pm – by Zoom
- LEC meeting - Wed. January 17/2024, 5:30 pm -6:30 pm – by Zoom