

CSEA Local 635 – Executive Board Meeting  
Minutes of August 5, 2014

Present: Veronica Diver, Mary Moubray and Kelly Spettel  
Guests: Darlene Duncan and Marilyn Loomis

**Officer Reports:**

*Secretary* – The minutes of July 8, 2014 were distributed for review. Veronica made a motion to accept the minutes. Mary seconded the motion. All in favor, motion approved.

*Treasurer* – The Treasurer's report was distributed for review. Report was discussed and error was found by treasurer to CSEA delegate line. Kelly made a motion to accept the Treasurer's report with correction to the delegate line. Veronica seconded the motion. All in favor, motion approved.

**New Business:**

- Veronica made a motion to accept the resignation letters of Bill Grimes, first Vice President and Tim Maricle, second Vice President. Kelly seconded the motion. All in favor, motion approved.
- Veronica made a motion to appoint Darlene Duncan as first Vice President. Kelly seconded the motion. All in favor, motion approved.
- Veronica made a motion to accept the resignation of Mary Moubray as Treasurer. Darlene seconded the motion. All in favor, motion approved.
- Veronica made a motion to appoint Marilyn Loomis as Treasurer. Kelly seconded the motion. All in favor, motion approved.
- Veronica made a motion to appoint Mary Moubray as second Vice President. Darlene seconded the motion. All in favor, motion approved.
- Executive officers – Veronica Diver (President), Darlene Duncan (1<sup>st</sup> Vice President), Mary Moubray (2<sup>nd</sup> Vice President), Kelly Spettel (Secretary) and Marilyn Loomis (Treasurer)
- Labor Management Meeting – Tuesday, August 12 at 1:30 pm. Veronica will verify the time. Agenda was emailed to committee. Veronica will email a copy to Marilyn. We need to find two new members for the committee. Discussion was held on which members to ask.
- Region 5 Fall Conference in Alexandria Bay, September 12-14. We need to know who is interesting in attending. They would also like a basket donation to help support Special Olympics. Kelly made a motion to donate a \$50.00 basket to the conference. Darlene seconded the motion. All in favor, motion approved.
- Workplace violence Committee – Due to Tim's retirement, we need to have someone take over for him on this committee. Darlene Duncan would like to take over on the committee.
- CBTU Awards luncheon, October 11 – Chapter members were asked to sell 5 tickets to this event. Veronica asked if anyone was interested in going. Tickets are \$50.00. Discussion held. Veronica will find out more information at the CBTU conference before deciding if we will buy tickets and attend.
- Latina/o Heritage Month – The ALS department is having a Latina/o Heritage Month on October 25. They are asking various departments and organizations to donate to host a Latin Band - Alex Torres and his Latin Orchestra. Mary made a motion to donate \$200.00 to the event. Veronica seconded the motion. All in favor, motion approved.
- Budget committee – The budget committee will need to be assigned and meet by the end of August to go over the 2014-2015 budget. The committee will consist of Veronica, Mary Moubray, Marilyn Loomis and Jennifer Fuller.

- Audit Committee – We will also need to appoint an Audit committee. Veronica will again reach out to Maggie Ostrander to see if she would chair this committee and suggest committee members.
- Agency Fee Payers – Veronica received the current list of Agency Fee Payers. Darlene mentioned that some on the list are summer part-time help. Kelly made a suggestion that Member Services committee should be in charge of contacting the Agency Fee Payers.

**Old Business:**

- Committee 2014-2015 planning meeting – We need to come up with a date in September to have a committee planning meeting. Mary will take charge in setting up a date and location of the meeting.
- Annual Delegates Meeting, September 29 – October 3, 2014 in NYC – Veronica and Darlene will be attending. Marilyn will let Veronica know if she can attend.

**Committee Reports:**

- Women's Committee – committee met two weeks ago and started planning their brown bag lunch series and talking about their March event. They are also helping Family Services in Oneonta with a School supply drive.
- Scholarship Committee – checks have been sent out to all scholarship winners payable to the schools they're attending.
- Veteran's Committee – Dave Neskie will be taking over as Chair of this committee
- Veronica would like committee chairs to speak at next week's membership meeting luncheon to let members know what their committee does and that they are always looking for new members.

Respectfully submitted by,  
Kelly Spettel, Local 635 secretary