

## **Executive Board Meeting Minutes – April 12, 2011**

**Present: Veronica Diver, Pete Waterhouse, Billy Grimes, Mary Moubray**

**Absent: Margaret Monaco**

### **Minutes Approval (Mary, Pete—passed)**

*Motion: Move to approve the 3/1 Exec Comm meeting minutes previously distributed to Executive Board:*

### **Old Business:**

#### **LM training with Partnership (April 27<sup>th</sup> & 28<sup>th</sup>)**

Hope Lambrecht, Don Ackerman, Dale Couse, and Rick Roberts will attend the LM training. Rick will be Don's sub, if Don cannot make the LM meetings. Hope has notified supervisors via email for work release for Labor team (Veronica, Pete, Margaret, Mary, Darlene, Billy).

#### **Retiree follow up**

Veronica printed certificates, cover letters and retiree applications to mail to retirees with checks for \$24 (cost of first year of CSEA retirement dues). Mary still needs to write the checks. Need to find out if Agency Fee Payers are eligible for the \$24 (there was one AFP among the retirees). VD will contact Joe McMullen.

#### **CSEA Statewide Spring Conference**

The conference is in Niagara Falls, May 20—22. Margaret Monaco, Julie and Craig Young are attending. Other stewards and grievance reps were asked if they wanted to attend, but there was no response.

#### **Summer meeting**

The meeting is scheduled for Wednesday, June 8<sup>th</sup>, 12:00. Julie Young, Social Committee Chair has made reservations at the Hunt Union and ordered sandwiches for the luncheon. The Exec Comm decided to ask Julie to change the menu to the Texas BBQ—which we've had in the past and which everyone seems to enjoy.

#### **Workplace violence committee**

Tim Maricle was appointed to serve on the College's committee and Dave Lincoln has been notified.

- VD spoke to Lynett Witherall (Region 5 Health & Safety Coordinator)—College policy on workplace violence requires specific elements: written policy, written program—outlines who's responsible for what, when, where, etc., eval w/ summary of risks identified and control measures, report form for someone to report incident of violence
  - Vee will talk to Tim Maricle about all of this to see if the College is in compliance
  - Lynett wants the info and is willing to help the College if they're not in compliance

#### **Office Space**

VD spoke to Hope about finding new space for CSEA because we're squeezed out in the current office by UUP.

### **New Business:**

#### **CSEA Region 5 Spring Conference and Workshops**

The conference is June 3—5 at the Owego Treadway Inn. VD is attending. Since we have a large budget for education and training, stewards and grievance reps will be asked if they're interested in going. Some members who are interested in getting involved in the Local will be asked as well.

- The following are the anticipated per person costs for attending:
  - \$323/single, \$212/double
  - Meals: Saturday dinner, Sunday lunch (for those staying for exec board meeting) = \$42
  - Mileage: \$100 (approx)
  - Misc: \$60 (Friday and Saturday nights)

#### **Labor Management Meeting**

The next meeting is Thursday, April 14, 1:30, PCR. The Labor agenda was then discussed.

#### **Other**

Manholes—Pete will talk to Julie (appointee to the College and Region Health & Safety Committees)

Thank you note received from St. James for the \$100 food pantry donation (in December)

Respectfully submitted by Veronica Diver, President