



Executive Board Meeting February 16, 2011

	Position	Name	E-Mail	Phone #
X	President	Jaimie Sorenson	sorensoj@ohsu.edu	8-3885
EX	Vice President	Matt Hilton	hiltonm@ohsu.edu	8-5658
X	Treasurer	Christi Branchaw	branchaw@ohsu.edu	4-7731
EX	Secretary	Marci Jo Carlton	carltonm@ohsu.edu	4-6626
X	Chief Steward	Sarah Cinnamon	cinnamon@ohsu.edu	4-0871
X	Community Liaison-1	Theresia Lloyd-Siemer	lloydsie@ohsu.edu	4-8122
--	Data Maintenance-2	VACANT		
X	Education & Training-3	Barbara Carroll	fisherb@ohsu.edu	4-6783
X	Internal Organizer-4	Chinetta Montgomery	montgomc@ohsu.edu	8-0812
EX	Navigator-5	Deborah Brock Talarsky	brocktal@ohsu.edu	4-8927
X	Political Action-6	Michael Stewart	stewartm@ohsu.edu	503-329-9084
X	Publications-7	Donna Delgado	ddelgado@ohsu.edu	4-4605
X	Board Member-8	Vivian Lalangan	lalangan@ohsu.edu	8-5314
X	Board Member-9	Robert Oppedisano	oppedisa@ohsu.edu	4-3519
X	Board Member-10	Anne Tillinghast	tillinga@ohsu.edu	4-7225
U	Board Member-11	Elisa Davidson	davidsel@ohsu.edu	4-4214
X	Board Member-12	Michael Bandy	bandym@ohsu.edu	4-5958
--	Board Member-13	VACANT		
X	Board Member-14	Jennifer Barker	barkerje@ohsu.edu	4-2125
X	Board Member-15	Debra Erickson	erikson.debra@gmail.com	
X	Trustee #1	Renee Rice	ricer@ohsu.edu	4-2115
X	Trustee #2	Linda Ramsey	ranseyl@ohsu.edu	4-8048
X	Trustee #3	Jeanne Militante	militant@ohsu.edu	4-0078

(KEY: X – Present, EX – Excused, U – Unexcused, SIK – Sick, EL – Excused Late, LT - Late)

Staff Present: Val, Kate

Staff Not Present: Diane, Frank

Guests/Observers Present: Gary Gillespie, Tina Turner Morfitt, Ken Cleary, April Huggler

- I. Meeting called to order at 5:32 p.m.
- II. Roll taken by Jennifer.
- III. Consent Agenda: It was moved by Christi and seconded by Donna to approve the Executive Board minutes from January 2011, committee meeting minutes and staff reports (two letters of agreement). **Motion passed unanimously.**
- IV. Treasurer's Report:
 - a) It was moved by Mike and seconded by Theresia to approve the CPA-prepared 2009 audit report (financial statements, financial standards code compliance report and management letter), the CY2010 fourth quarter financial reports and the January 2011 financial reports. **Motion passed unanimously.**
 - b) It was moved by Robert and seconded by Debra to include in the minutes Christi's disclosure that she and Jaimie inadvertently signed checks that were made out to them. **Motion passed (8 yes, 5 no).**

- c) Christi asked board members to be sure to submit their lost-time forms so that she can budget for them appropriately. She is currently working on an outstanding \$52,000 payroll bill from OHSU for lost-time. Christi will attempt to get more-detailed reports from OHSU re: lost time. Jeanne has a copy of the information from OHSU and offered to go over it with Christi before her meeting with the OHSU folks.
- d) Mike reported that International will be in town to audit Council 75. They were last in Oregon in 2006. We'll probably be included in the process and be audited by International as well—this will next place within the next couple of months.
- e) Christi has given Matt access to our online banking system. Jaimie's access was made read-only after she announced her resignation. Trustees will now also have read-only access.

V. President's Report:

- a) Jaimie introduced our new staff rep, Val Andreas.
- b) Filling of vacancies: Vivian has accepted a position on OHSU's diversity advisory committee. Our constitution is clear that Matt is to assume the presidency, with the Executive Board then voting on the replacement for the vice presidency. Nominations will open March 3, 2011, and end March 11, 2011. Nominations for vice president can be e-mailed to Ken Cleary. The election will take place at the March Executive Board Meeting.
- c) Investment opportunity: Jaimie was approached by Tom Chamberlain, Oregon AFL-CIO president, about making a loan to them (in the amount of \$150,000-\$250,000) to assist them in purchasing a building. Handouts explaining the loan terms, a draft loan document and current interest rates were distributed. Our auditor will prepare an amortization table/payment schedule for us for \$100.00. We're not currently earning interest on our money-market accounts, so this loan would be an investment opportunity. Mike recommended moving back to interest-bearing accounts, splitting our funds into different accounts as needed. Mike recommends using HomeStreet bank. Christi noted that treasury bonds were recommended at the secretary/treasurer workshop she recently attended.
- d) It was moved by Mike and seconded by Christi to open an interest-bearing account with Sterling Bank, interest bearing, at the maximum amount of \$250,000. It was moved by Mike and seconded by Robert to make a friendly amendment to the motion to open this account up to the maximum amount. **Amendment to motion passed (12 yes, 1 abstention). Main motion passed unanimously.**
- e) It was moved by Mike and seconded by Theresia to give tentative approval to make a seven-year loan to the Oregon AFL-CIO for \$150,000 at the proposed adjustable interest rate proposed by AFL-CIO, with the Executive Committee to decide on the final number and report back to the Executive Board. **Motion passed (6 yes, 2 no, 5 abstention).** Mike noted that our previous loans (i.e., to Council 75) have been good investments with good rate of return.
- f) Jaimie would like to purchase for \$17.00 one of the spare computer bags at the local's office. \$17 is the typical cost. It was moved by Mike and seconded by Theresia to allow this. It was moved by Chinetta and seconded by Mike to make a friendly amendment to allow Jaimie to purchase the computer bag for \$5.00. It was moved by Barbara and seconded by Mike to allow Jaimie to have the computer bag and no cost. **Motion passed unanimously.**

VI. Vice President Report: Not in attendance. Jaimie reminded the board that Matt e-mailed all the policies recently.

VII. Staff Reports:

- a) Diane: Not in attendance. Diane will be absent for the next couple of board meetings.
- b) Frank: Not in attendance.
- c) Kate: Nothing to report.
- d) Val: Nothing to report.

VIII. Project Charters:

- a) Christi submitted a project charter for \$1250.00 for lost-time for treasurer's activities and meetings that take place during her work hours, with lost-time for trustees to also attend such meetings, to be paid from the budget line item for the bookkeeper hours, to be taken from bookkeeper budget line item. The amount requested is one-twelfth the amount of the amount budgeted for the bookkeeper for the year. It was moved by Christi and seconded by Donna to approve the project charter. **Motion passed unanimously. 020111**
- b) Barbara submitted a project charter and \$6800.00 budget for a number of educational/training events taking place this year, to be paid from the budget line item for mission #2 (career advancement, etc.) line item. The budget includes \$480.00 for 3 attendees at the Labor Education & Research Center's health care bargaining training, \$370.00 for 5 to attend LERC Metro II training, \$2450.00 for 10 to attend AFL-CIO summer school (lodging/registration combined) and \$3500.00 (\$2500.00 lodging/\$1000.00 registration) for 10 to attend the Council 75 leadership conference. Mileage is not included. These trainings will be announced in the *Insight* and on the website. It was moved by Barbara and seconded by Jennifer to approve the project charter and budget. **Motion passed unanimously. 020211**
- c) The Oregon Labor & Employment Relations Association is holding a public/private employment relations conference on March 15, 2011, on social media's impact on the workplace. The registration fee is \$125.00, with no lodging needed. Barbara moved and Sarah seconded that we send up to five people to the conference, for \$625.00 total. Mike moved and Theresia seconded that the motion be amended to send three people (including one staff) to the conference, for \$375.00 total. **Amended motion passed unanimously. 020311**

IX. Committee Highlights:

- a) Internal Communications: Donna announced that next month she will submit a project charter for *Northwest Labor Press* subscriptions (in follow-up to the recent mailing). Let Donna know soon if you want a subscription. There have been several volunteers so far for the photo shoot for the next 18-month calendar. If you know anyone who might like to be included, let Donna know. The photo shoot will take place in April.
- b) Community Liaison: Theresia announced that she went to Unions for Kids meeting last Saturday. She has motorcycle raffle tickets for \$10.00. They will also be raffling an electric guitar autographed by the band Steppenwolf guitar. The Women's Committee had decided on the design for a new T-shirt, which will be available at convention. The shirt will say "Rebellicious" and have the three Rosies on it.
- c) Internal Organizing: Chinetta announced that she and Frank will be meeting with members at 5:30 p.m. this Friday—if anyone would like to attend, let her know. She now has three volunteers to assist with NEO—the volunteers will be able to use lost-time. The first NEO will take place in April. Christi asked for a heads-up on who the volunteers are, but Chinetta prefers to submit the information on the standard lost-time form after the events take place.
- d) People in Action: Michael announced that there is no truth to the recent rumors that OHSU intends to request legislation to make University Pension Plan the default retirement plan for new employees instead of Public Employees Retirement System. Please be sure people have the correct information if you hear this issue being discussed.

X. New Business: Mike reported that Facilities held its quarterly all-hill meeting with Logistics, Public Safety, and Brian Newman (director of Campus Planning) today. OHSU's 30-year plan for buildings/expansion was discussed—a lot of expansion is planned.

XI. Announcements:

- a) Jaimie announced that a Pride at Work planning meeting will be held on February 22 from 6:00–9:00 p.m. Officers will be elected at the meeting.
- b) Jaimie announced that YELL! will hold Boy Scout Night, a union-job career fair, on February 25.

- c) Sarah announced that steward training has been rescheduled to May 3, 2011.
- d) Kate announced that a Starlight Parade planning meeting will be held on February 24. They need volunteers to march, decorate and help plan. Kate is stepping back from the planning because she will be taking over Women's Committee. Interested parties can contact Marina at the Council office.
- e) Jaimie requested that board members complete the training survey form and return it to Kate.

XII. Meeting adjourned at 7:21 p.m.

Meeting minutes respectfully submitted by
Jennifer Barker, Board Member At-Large
AFSCME Local 328

(Minutes presented online at <http://www.afscmelocal328.com> for review and submitted for approval at the next general-membership meeting.)