



## Executive Board Meeting November 28, 2012

	Position	Name		Position	Name
P	President	Matt Hilton		Board Member-9	VACANT
P	Vice President	Chinetta Montgomery	P	Board Member-10	Vivian Lalangan
P	Treasurer	Christi Branchaw	P	Board Member-11	Linda Ramsey
P	Secretary	Marci Jo Carlton	P	Board Member-12	Kelli Byrd
P	Chief Steward	Mike Bandy	P	Board Member-13	Jeanne Militante
P	Community Liaison-1	Theresia Lloyd-Siemer	P	Board Member-14	Elisa Davidson
	Data Maintenance-2	VACANT		Board Member-15	VACANT
P	Education & Training-3	Matt Millard		Board Member-16	VACANT
EX	Internal Organizer-4	Kathleen Dodd	P	Board Member-17	Max Cuthbert
P	Navigator-5	Deborah Brock Talarsky	P	Trustee #1	Renee Rice
P	Political Action-6	Michael Stewart	EX	Trustee #2	Michelle Libra
P	Publications-7	Jennifer Barker		Trustee #3	VACANT
P	Board Member-8	Anne Tillinghast			

(KEY: P – Present, EX – Excused, U – Unexcused)

Staff Present: Val Andreas, Diane Lovell, Frank Vehafric

Staff Not Present: Kate Baker

Guests/Observers Present: Haley Wolford

- I. Meeting called to order at 5:34p.m.
- II. Roll taken by Marci Jo.
- III. Appointment: Matt Hilton nominated Haley Wolford to Board Member-9. It was moved by Christi Branchaw and seconded by Theresia Lloyd Siemer to elect Haley Wolford to the position of Board Member-9. **Motion Passed Unanimously**  
Haley Wolford was sworn into her new position.
- IV. Consent Agenda: It was moved by Theresia Lloyd Siemer and seconded by Linda Ramsey to approve the following consent agenda: **Motion Passed Unanimously**
  - a. Executive Board Minutes (October 17, 2012)
  - b. Officer Reports (President and Chief Steward)
  - c. Committee Reports (Building, Community Liaison, PAC, ICC, and IO)
  - d. Staff Reports (Baker, Lovell, and Vehafric)
- V. Treasurer's Report: See submitted report for more information:
  - a. The 2013 Dues increase information was circulated. We can discuss it more in January if there are any questions.
  - b. Oregon AFSCME Council 75's Financial Standards Workshop is scheduled for Saturday, February 2, 2013 in Wilsonville. Any trustees or check signers that have not yet attended will need to sign up. If any board members are interested in attending they are invited to join us.
  - c. It was moved by Mike Bandy and seconded by Marci Jo Carlton to approve the October 2012 Treasurer's Financial Reports (includes: Balance Sheet Standard, Balance Sheet Detail, Transaction List by Date, Profit & Loss Budget Performance), the 2011 Tax Returns (Form 990) and the Final 2011 CA Audit and Financial Statements from Beemer, Smith, Muro & Co, LLP. **Motion Passed Unanimously**

VI. 2013 Budget:

- a. Steward and eZone: We need to decide as a group if we are going to take steward and eZone budget out of Contract Defense fund or out of operating budget.
  - i. It was moved by Jeanne Militante and seconded by Mike Bandy to put the Steward and eZone budget under Contract Defense Fund and add a line item to bump up the Contract Defense Contract Fund an additional \$25,000 over what was proposed for the 2013 General budget.

**Motion Failed (Yes=8;No=9;Abstain=1)**
  - ii. It was moved by Matt Millard and seconded by Elisa Davidson to pay for the Steward Program out of the Contract Defense Fund and the eZone out of the General Fund.

**Motion Passed (Yes=14;No=2;Abstain=2)**
- b. General Budget: Matt Hilton went over the General Operation Budget line by line.
  - i. Motion: It was moved by Mike Bandy and seconded by Michael Steward to approve the proposed 2013 General Operation Budget (\$174,270) as presented.
  - ii. Amendment: It was moved by Jeanne Militante and seconded by Matt Millard to add a Building Contingency line item in the amount of \$15,000 (to cover shortfall of revenue for the building).

**Amendment Passed Unanimously**
  - iii. New Motion: To approve the proposed 2013 General Operation Budget (\$174,270) as presented to also include an additional line item titled Building Contingency in the amount of \$15,000 (to cover shortfall of revenue for the building).

**Motion Passed Unanimously**
- c. Committee Budgets: Matt Hilton will meet with the committee chairs to help come up with a budget that works with everyone. Budget will be presented at the next meeting in January.

VII. President's Report: Please see submitted report for more information.

- a. Alcohol Policy: The sub-committee tasked with coming up with a policy regarding paying for alcohol met and came up with a policy. Matt Hilton read the policy. The policy comes to the Executive Board with an automatic second to accept the policy as presented by the committee.

**Motion Passed Unanimously**
- b. Member Appreciation Event: Matt Hilton is still working on getting a building.
- c. Safety Committee: Matt and Debbie are the Safety Committee now due to rules and regulations of maintaining requirements by OSHA. We will have a safety lesson once a week on the second Wednesday of the month.
- d. Constitution Change: Matt Hilton was appointed to the Council 75 ad-hoc committee working on the Council 75 having more than one local member on the Executive Committee. It was decided to hold off on the Constitution change at this time.
- e. President's Time Report: Matt Hilton will need to go over the 4 hours this week (approximately an additional four hours) due to working on the budget. He will send the secretary a copy of his hours.
- f. Navigator Audit: Everyone was given a list of navigators to call and conduct a survey on. Marci Jo Carlton will be tallying everything up. Be sure to send all questionnaires to her by December 7.

VIII. Vice Presidents Report: No report submitted. (Returning from leave.)

IX. Secretary: No report submitted

- a. External Drive: The local has purchased an external drive for anyone to dump their older materials on to protect from losing it on their jump drives. The secretary will bring it with her to all Executive Board and Executive Committee meetings so you can download your information down if you would like to. Christi Branchaw mentioned that the auditor had concern about the additional backup plans and this also solves that problem as well.

- X. Chief Steward: Please see submitted report for more information.
- XI. Staff Reports: Submitted report.
- a. Arbitration: It was moved by Mike Bandy and seconded by Michael Stewart to spend up to \$10,000 for arbitration for KL. **Motion Passed Unanimously**
  - b. Arbitration: It was moved by Theresia Lloyd Siemer and seconded by Mike Bandy to spend up to \$10,000 for arbitration for BD. **Motion Passed Unanimously**
  - c. Arbitration: It was moved by Marci Jo Carlton and seconded by Theresia Lloyd Siemer to spend up to \$10,000 for arbitration for Public Safety. **Motion Passed Unanimously**
  - d. Arbitration: It was moved by Linda Ramsey and seconded by Mike Bandy to spend up to \$250 for arbitration review for GN. **Motion Passed Unanimously**
- XII. Committee Report: Please see submitted Reports.
- a. Community Liaison:
    - i. Food Bank: The last food of the year will be on December 13. At this time, there are only five people signed up. For those doing Healthy Steps, you can use this as part of your points.
    - ii. Fundraiser: On Saturday, December 1, there will be a Union for Kids fundraiser for Doernbecher. The cost is \$10.00 per person, \$15.00 for two people. Please bring an unwrapped gift for a child. You can find more information on the Union For Kids Website.
    - iii. Women's Committee: On December 15 there will be a Women's Committee meeting/potluck. You can bring a dish to share. We are also collecting gifts for a family we are adopting. See Theresia Lloyd Siemer if you would like to help contribute.
  - b. Political Action Committee (PAC):
    - i. Election: We had really good election results. Thanks for everyone who volunteered. The Democrats took back the house. They were all endorsed by this local.
    - ii. OHSU Executive Board: Ken Allen was appointed to the Executive Board of OHSU.
    - iii. Radio Station: A radio station, KPOJ, changed from Progressive talk to the third sports talk station in the Portland area. They had some very good pro-labor hosts on there. There are petitions out there to get KPOJ to bring them back. It was moved by Mike Bandy and seconded by Linda Ramsey moved to endorse the push to get the Progressive talk back.  
**Motion Passed (Yes=12;No=0;Abstain=0)**
  - c. Education: Matt Millard would like to keep education opportunities local this year.
- XIII. Old Business: None
- XIV. New Business:
- a. Steward Committee: The Steward Committee has gone over on their budget due to some past bills received from OHSU dating back to 2010. It was moved by Christi Branchaw and seconded by Mike Bandy to pay \$1200 to cover the stewards over budget to be taken from the Contract Defense Fund. **Motion Passed Unanimously**
  - b. Northwest Oregon Labor Council, AFL-CIO (NOLC): The history committee honored women around Oregon. They picked five women and gave a brief report on how they changed history. (Marci Jo Carlton, delegate, gave a brief report on last meeting.)
- XV. Announcements:
- a. Thank you Cards Received:
    - i. We received a thank you card from Jobs with Justice.
    - ii. We received a thank you card from the Library.

- XVI. Next Meeting: The next Meeting will be the Holiday Dinner. There will be a no host bar.
- a. Appetizers will start at 5:15.
  - b. Dinner will start at 6:00.
  - c. You need to RSVP to Marci Jo Carlton. You will receive an email letting you know when to RSVP by.
  - d. It was moved by Kelli Byrd and seconded by Michael Steward that one drink per person is paid for up to a total of \$350. **Motion Failed (Yes=3;No=13;Abstain=1)**
- XVII. Adjourn: It was moved by Mike Bandy and seconded by Christi Branchaw to adjourn the meeting. **Motion Passed Unanimously**  
Meeting adjourned at 8:44 p.m.

Meeting minutes respectfully submitted by  
Marci Jo Carlton, Secretary  
AFSCME Local 328

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