



Executive Board Meeting January 16, 2013



	Position	Name		Position	Name	
P	President	Matt Hilton		P	Board Member-9	Haley Wolford
P	Vice President	Chinetta Montgomery		P	Board Member-10	Vivian Lalangan
P	Treasurer	Christi Branchaw		EX	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
EX	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		P	Trustee #2	Michelle Libra
EX	Publications-7	Jennifer Barker			Trustee #3	VACANT
P	Board Member-8	Anne Tillinghast				

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

Staff Present: Kate Baker, Diane Lovell, Frank Vehafric

Staff Not Present: Val Andreas

Guests/Observers Present: Jeff Klatke, AFSCME Council 75 President Candidate

- I. Meeting called to order at 5:32p.m.
- II. Roll taken by Marci Jo.
- III. Guest: Jeff Klatke came to speak to the board regarding his candidacy for Council 75.
- IV. Consent Agenda: It was moved by Theresia Lloyd Siemer and seconded by Michael Stewart to approve the following consent agenda: **Motion Passed Unanimously**
 - a. Officer Reports (President and Chief Steward)
 - b. Committee Reports (Building, Community Liaison, PAC, ICC, and IO)
 - c. Staff Reports (Baker, Lovell, and Vehafric)
- V. Meeting Minutes to be approved at the next meeting so everyone has time to review.
- VI. Treasurer's Report (Christi Branchaw): See submitted report for more information:
 - a. Changes Made: Christi made some changes to the reports to help make it easier for the board to read. She will put stars next to the Contract Defense Fund so you can always identify those accounts.
 - b. Census Bureau Form: Christi received a form from the census bureau. She is not sure how to fill it out. She will be seeking help from Jeff Klatke, Council 75 Treasurer and Jeneane Ramsier, Council 75 Fiscal Director.
 - c. Arbitration Funds: Christi reminded everyone that she had moved the "Bargaining" Checking account to Advantis Credit Union. She then explained that the old HomeStreet "Bargaining" Checking account has been renamed to "HomeStreet CDF/Legal Checking" in the QuickBooks reports. New business checks have been ordered for the account, and they're labeled Contract Defense. Christi will be transferring funds over to this account as arbitration money motions are approved to keep everything straight and so we'll know what monies have been designated for legal expenses.

- d. Email Motion: There was an email motion #20130112 approved on January 12, 2013 to cover up to \$200 for mileage for the January 19 lobby training in Salem.
- e. Treasure Report: It was moved by Elisa Davidson and seconded by Theresia Lloyd Siemer to approve the November 2012 and December 2012 Treasurer's Financial Reports (includes: Balance Sheet Standard, Balance Sheet Detail, Transaction List by Date, Profit & Loss Budget Performance) and the 2012 4th Quarter for International (Balance Sheet Standard & Profit & Loss Standard. **Motion Passed Unanimously**)

VII. President's Report (Matt Hilton): Please see submitted report.

- a. Annex: Everything in the annex has been moved to the new office. The staff should be moving their stuff in within the next couple of weeks. Matt recognized Mike Bandy for all his hard work.
- b. Open House: We will be having an open house next month on Friday, February 15, 2013. There are costs for this for food and drink.
 - i. Motion: It was moved by Mike Bandy and seconded by Theresia Lloyd Siemer to spend up to \$750 for food, delivery charges, and beverages, including alcohol for the AFSCME Local 328 building open house.
 - ii. Amendment: It was moved by Marci Jo Carlton and seconded by Theresia Lloyd Siemer to change the amount from \$750 to \$900.

Amendment Passed Unanimously
 - iii. New Motion: To spend up to \$900 for food, delivery charges, and beverages, including alcohol, for the AFSCME Local 328 building open house.

Motion Passed Unanimously #010113
- c. Resignations:
 - i. Kathleen Dodd has resigned due to personal issues.
 - ii. Matt Millard resigned from Education and Training Chair but not from the Executive Board. He is moving to Board Seat 15.
 - iii. Matt appointed Kelly Byrd to the seat of the Education and Training Chair. It was moved by Mike Bandy and seconded by Theresia Lloyd Siemer to approve the appointment of Kelli Byrd to the Education and Training Chair.

Motion Passed Unanimously
- d. Elections: There are three elections coming up this year. We are required to send out communications for these three communications. The elections are:
 - i. Council 75 State Convention in Bend, Oregon
 - ii. Local 328 Executive Board
 - iii. AFL-CIO Convention in Bend, Oregon

It was moved by Chinetta Montgomery and seconded by Marci Jo Carlton to send out notification of all three elections on one postcard and put out reminders later in the year via website, campus mail, and/or email. **Motion Passed (Yes=11, No=2, Abstain=1)**
- e. Contact Meetings: Matt and Frank Vehafric will be doing some meetings at some the offsite locations to help establish contact with some of our outlining areas. Matt will email the dates out and would like anyone to participate who has the ability to. If you get a group of five or more together in a work unit up and around the hill, they will come and meet with you and bring food.
- f. Member Passing: Sonia Key Fender has passed away. Please see your email regarding a viewing this Saturday. The executive board agreed they would like to send a modest donation of \$100 to Pancreatic Cancer in her memory. Theresia Lloyd Siemer agreed to spend the funds out of her Community Liaison budget.
- g. Navigator List: There was a discussion regarding the Navigator lists project the board was working on.
- h. E-Board Policy: Matt reminded everyone of the policy that says you should be volunteering one hour a week. There are lots of things that need to be done.

VIII. Vice Presidents Report(Chinetta Montgomery): No report submitted.

- IX. Chief Steward (Mike Bandy): Please see submitted report.
- a. Stewards Training: There is New Investigatory training on Tuesday, February 19 at the AFSCME Council 75 office. We have a requirement to give a six week notice. That notice has already gone out.
 - b. Contracts: The contracts have been printed and are available.
 - c. Attendance Policy: You were sent three documents on attendance that have been worked out between OHSU and AFSCME. The stewards were trained on how this will work in regards to questions the members may ask. If you have any questions, you can call Mike.
- X. Building (Mike Bandy): Please see submitted report.
- a. Move in: The building is in the process of being moved into.
 - b. Farmers Insurance: We are working everything out with Farmers Insurance. We will be putting together a lease and getting it to them soon. Right now they are on a month-to-month.
 - c. Apartment: The apartment is 2000 square feet. Technically we can only rent it as a one bedroom because of how the other area is set up. Other options are being considered on how to make it a two to three bedroom apartment. The windows will be replaced and the ceiling will be sound proofed. Jeanne Militante is going to be helping with making decisions with her experience with finance and property management. We will be signing with a Property Management company. They will handle all the day-to-day issues. They will also be taking care of finding renters.
- XI. Staff Reports:
- a. Andreas: Please see submitted report.
 - b. Vehafric: Please see submitted report.
 - i. There is a very complicated case that the lawyers are looking over to see if we should send to arbitration. There will be some additional cost in lawyer fees because of this. It was moved by Christi Branchaw and seconded by Theresia Lloyd Siemer to spend up to an additional \$1500 towards the review of the DS case by lawyers. **Motion Passed Unanimously #010213**
 - c. Baker: Please see submitted report.
 - i. Arbitration: We have an arbitration that we need to move forward. The staff has reviewed the case and agrees. It was moved by Marci Jo Carlton and seconded by Christi Branchaw to spend up to \$10,000 to move forward on arbitration for AG. **Motion Passed Unanimously #010313**
 - d. Lovell: Please see submitted report.
 - i. Information Request: OHSU is requesting payment for copying information. (There is quite a bit of information that needs to be copied.) It was moved by Christi Branchaw and seconded by Theresia Lloyd Siemer to spend up to \$500 for copies needed regarding an information request concerning a grievance request for GN. **Motion Passed Unanimously #010413**
- XII. Committee Report:
- a. BridgeBuilders: No report
 - b. Community Liaison: See submitted report.
 - c. Data Maintenance: No report
 - d. Education & Training: See submitted report.
 - e. Internal Communications: No report.
 - f. Internal Organizing: No report.
 - g. Navigators: See submitted report.
 - h. Political Action: See submitted report.

XIII. Old Business:

- a. Committee Budgets (Matt Hilton): Christi Branchaw, the Committee chairs, and Matt met to figure out the committee budgets for the 2013 year. It was moved by Michael Stewart and seconded by Theresia Lloyd Siemer to approve the following 2013 Committee Budgets: **Motion Passed Unanimously #010513**
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|---|-------------|
| i. Political Action | \$3,160.00 |
| ii. Internal Communications | \$17,957.00 |
| iii. Labor Day Picnic | \$10,000.00 |
| iv. Community Events | \$3,000.00 |
| v. BridgeBuilder | \$4,410.00 |
| vi. There will be a possibility of the Education & Training and the Navigator Committee budgets to be approved in February. | |
- b. Member Appreciation: It was decided that the Member Appreciation will be rolled into the open house.

XIV. New Business:

- a. Constitutional Amendments: Will be sent out by Matt as an email motion with the agreement of the Executive Board to vote on them.
- b. Project Charters:
- i. Site Visits: It was moved by Michael Stewart and seconded by Debbie Brock Talarsky to spend up to \$500 towards pizza for the site visits at Richmond and Gabriel Park in February that Matt Hilton and Frank Vehafic are doing. **Motion Passed Unanimously #010613**
- ii. Legislative Conference: It was moved by Mike Bandy and seconded by Michael Stewart to spend up to \$3725 for Matt Hilton and Michael Stewart to attend the International Political Action Conference in February 2013 to cover hotel, airfare, lost time, per diem, and any applicable transportation costs. **Motion Passed (Yes=12,No=1,Abstain=1) #010713**
- iii. Weingarten Cards: It was moved by Mike Bandy and seconded by Theresia Lloyd Siemer to spend up to \$2500 to revise and purchase 20,000 Weingarten cards. **Motion Passed Unanimously #010813**
- iv. Website: It was moved by Michael Stewart and seconded by Mike Bandy to spend \$1000 to cover the overage for website hosting. **Motion Passed Unanimously #010913**
- v. Staff Gift Cards: It was moved by Mike Bandy and seconded by Theresia Lloyd Siemer to spend \$2640 for staff gift cards for both last year, 2012 (\$1290), and this year, 2013 (\$1330). **Motion Passed (Yes=10,No=0,Abstain=4) #011013**
- c. Safety Report: Debbie Brock submitted a safety report for January. The Executive Committee had a safety meeting on January 9, 2013.

XV. Announcements:

- i. Member Passing: Sonia Key Fender, who was a member of this board, passed away this past week. A card was circulated for those in attendance to sign on behalf of the local. There will be a viewing for her on Saturday, January 19 from 3:00 – 6:00 at Terry Family Funeral Home.
- ii. Lobby Training: There will be a Lobby Training on Saturday, January 19 at the Salem Council office.
- iii. Movie Day: There will be a movie on January 21 in honor of Martin Luther King Day at the Council 75 office Portland at 2:00. The movie is "At the River I Stand". Snacks and beverages will be provided.
- iv. Open House: Don't forget the open house for our new building on February 15 at 5:00pm.

- XVI. Next Meeting: The next Meeting will be Wednesday, February 20, 2013. Dinner will start at 5:00pm, the meeting will start at 5:30pm.
- XVII. Adjourn: It was moved by Christi Branchaw and seconded by Jeanne Militante to adjourn the meeting. **Motion Passed Unanimously** Meeting adjourned at 7:52 p.m.

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

Approved
February 20, 2013
Marci Jo Carlton
Secretary

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