

AFSCME Local 2887

Minutes - General Meeting 6/16/15
Lovejoy Library, LL3021

This was the second quarter General Membership meeting of AFSCME Local 2887. The meeting was called to order on Tuesday, June 16, 2015 at 5:15 p.m. by Anne Hunter, President. A sign up sheet for the meeting was distributed.

Present: Pam Cunningham, Vicki Daggett, Debi Downey, Linda Eilerman, Sherie Gottlob, Aliasha Graham, Marlee Graser, Anne Hunter, Roxana Jones, Tami Kershaw, Janice Kolkovich, Kathleen Stipe, Diane Schilling, Vickie Sumner.

Review of Agenda:

Anne Hunter distributed agendas for the meeting and briefly discussed some of the items listed.

Approval of Minutes:

Minutes were reviewed and a motion to approve as written was made by Janice Kolkovich and seconded by Tami Kershaw. Motion passed.

Introduction of Officers:

Members and officers offered a brief introduction of their name, department, classification, and office held in the union.

Staff Representative Report:

Ed LaPorte, Staff Representative, gave a brief update on topics related to the local, the university, and the state.

- Former member's grievance will be going to arbitration. The central issue with the grievance is when the university can demote an employee and if the proper procedure was followed.
- The local has begun to see some layoffs, but for now it is in areas considered to be unrelated to the core function of the university
- State of Illinois health insurance is negotiated by AFSCME Council 31. The current state administration is seeking a fundamental restructuring of how health insurance costs are established. In the near future, a meeting will be set to give an update on how this will directly affect our membership.

Report of Officers:

President Report - Anne Hunter

The verification of seniority dates of our local is still underway. So far there have been around 20-25 inaccuracies found. The verification list should be finalized within the next two weeks.

The membership activity report from Human Resources has not been received in two months. Anne will be checking in with HR to see why the list has been held up.

A sign up sheet was circulated for the Solidarity Committee, Steward Committee, Constitutional Update Committee, and PEOPLE Committee and new committee chairs were discussed.

Vice President Report - Anne Hunter

The office of Vice President is still vacant. The Executive Board discussed the position and determined that, until an interim or replacement can be found, the President will absorb a large portion of the Vice President's duties.

A meeting was scheduled with Jesse Dixon, Executive Director of University Services to East St. Louis to address issues with community workers.

The issue of the budget and potential budget cuts was discussed and the effect the budget's state of flux has on the Local. While the budget should be set by June 30, 2015, it seems improbable that this will occur. The university has stated that it will not shut down even if a state budget is not passed.

A brief review of the bumping process and recall was discussed.

Secretary Report:

No secretary report.

Treasurer Report - Sherie Gottlob

An overview of the Local's accounts was given and a review of the financials will be made available after the meeting by Anne Hunter.

Trustee Report - Marlee Graser

An overview of the first quarter's audit was given. Two trustees, Janice Kolkovich and Marlee Graser, will attend a financial standards training on June 20 in Springfield, IL. The second quarter's audit is scheduled for the first week of July and will cover April, May, and June 2015.

Reports of Committee:

PEOPLE Committee Report - Anne Hunter and Vicki Daggett

Vicki Daggett took over as the interim chair of the PEOPLE Committee until a permanent chair is found. Vicki is currently keeping track of issues related to the Trans-Pacific Partnership and the Trade Promotion Authority and issues related to "Right to Work" legislation in California that could impact national precedent and Illinois legislation.

Solidarity Committee - Anne Hunter and Vickie Sumner

Vickie Sumner accepted the position as chair of the Solidarity Committee

Steward Committee - Anne Hunter

Currently working on one grievance that is being pushed to arbitration and setting a meeting for the committee in the near future.

Old Business

The Local's constitution went through its first reading in December. Because significant changes were suggested, a committee is being assigned the task of drafting an updated version to submit to the membership for approval.

New Business

No new business

Announcements and Discussion

T-shirts are available for purchase by members for \$6. Anyone who gets a green card signed by a new member also gets a free t-shirt and the new member will get a free t-shirt. Extra shirts were ordered for members signing in the future.

The Local would like to use Yammer, the university's new social platform available through Office 365, as a means of distributing information to its members and keeping them up to date. This would replace our current forum system.

A motion to adjourn the meeting was made by Tami Kershaw and seconded by Kathleen Stipe. The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Marlee Graser

AFSCME Local 2887
General Meeting
22 June 2016

AGENDA

1. Call to Order
2. Approval of Minutes
3. Introductions
4. Staff Representative Report
5. Reports of Officers
 - a. President's Report
 - b. Secretary's Report
 - c. Treasurer's Report
 - d. Trustee's Report
6. Reports of Committees
 - a. PEOPLE Committee Report
 - b. Solidarity Committee Report
 - c. Steward Committee Report
 - i. Action Item: Request Spending for Supplies
 - d. Pre-Negotiation Committee
 - e. Election Committee
 - i. Action Item: Approve Spending for Mailing Supplies
7. Old Business
8. New Business
 - a. Date for September General Meeting
9. Announcements & Discussion
 - a. Office Hours @ the MUC
 - b. Save the Date: Wednesday, October 12 – SIUE Employee Banquet
 - c. Staff Senate Scholarship – Deadline July 24
10. Adjourn

Hunter, Anne

From: announce-bounces@lists.siue.edu on behalf of McIlhagga, Douglas
<dmcilha@siue.edu>
Sent: Tuesday, June 21, 2016 9:33 AM
To: announce@lists.siue.edu
Subject: University Staff Senate Fall 2016 Scholarship
Attachments: ATT00001.txt

University Staff Senate **FALL Scholarship 2016**

University Governance

TO: UNIVERSITY STAFF

FROM: Anne Hunter, Chair
Staff Senate Scholarship Committee

Beginning **JUNE 24, 2016**, the University Staff Senate will begin accepting applications for its Fall Scholarship. The deadline for receipt of the entire typed application packet will be **4:30 P.M. – JULY 10, 2016**.

The University Staff Senate has established a fund to provide scholarship awards to qualifying SIUE students. To be eligible for consideration for a scholarship award, you must meet the following criteria:

- You must be the son, daughter, grandchild, spouse, or civil union partner of a presently employed or retired Civil Service (excluding non-status) or Professional Staff employee (excluding appointments of less than 50% and term appointments of less than six months) of SIUE
- You must meet admissions requirements for undergraduate study at SIUE

The scholarship award will be applied to your university account for the semester. This award will be reported to the Office of Student Financial Aid to be considered in evaluating your overall financial aid package. Should this amount combined with other awards or payments cause a credit balance on your account, a refund check will be mailed to you from the Bursar's Office.

SIUE makes it easy to apply for scholarships quickly online!

Through the SIUE scholarship management system, all students can browse and apply for more than 450 scholarships available in the various schools, departments and units at SIUE. This system also offers information on various external or outside scholarships available as well.

To browse all scholarship opportunities and awards visit siue.academicworks.com

To begin a scholarship application, follow these steps:

1. Login at siue.academicworks.com/users/sign_in with your e-ID and Password. You must have already been accepted to SIUE and received your e-ID and password.
2. Fill out the general scholarship application. The system will search for scholarships and awards you may be eligible for. For some, you will automatically be entered into the applicant pool and others may require you to answer additional questions.

**AFSCME Local 2887
Treasurer's Report -
May 2016**

Balance on hand 4/30/16 9,797.71

Notes

INCOME:

Rebates deposited for May 848.40

Total Income 848.40

EXPENSES:

Administrative

220.80 regular monthly payroll

176.54 lost wages for A. Hunter for Springfield rally day 5/18

80.96 lost wages for J. Morris for Springfield rally day 5/18

Payroll Taxes

11.25 Illinois Department of Revenue, May State w/h

Meetings / Misc.

5.00 Bounty to Jennifer Brown

35.00 Campus box payment

13.05 reimb to A. Hunter for employee orientation meeting

Total Expenses 542.60

Balance on hand 5/31/16 10,103.51

Treasurer Signature: _____

Date: _____

Sherris G. Gendron

June 22, 2016



"I promise and pledge that I will perform faithfully and with honor the duties of the office which I now assume in the American Federation of State, County and Municipal Employees. I pledge to fight for a society where all workers can seek economic and social justice through participation in their union and our democracy. I will work for these goals by organizing unorganized workers, mobilizing workers to participate in the political process and fighting to gain and defend the best possible working standards through contracts and legislation. I acknowledge that it is a privilege to serve in this office, and I promise that I will deliver to my successor in office all books, papers and other property of this union which are in my possession at the close of my official term." -Oath of Office for AFSCME Local Officers.

Regular elections for Officers and Stewards are held in September in even-numbered years. Nominations are made at a regular or special meeting of the Local. At least fifteen days' notice shall be given to the membership prior to the nomination meeting. To be eligible for office, a member must be in good standing for six months immediately preceding the election.

Summary of Duties of Local Officers

The President:

- Presides over all membership and Executive Board meetings;
- Is a member of all Local committees, except the Election Committee;
- Counter-signs checks drawn against the Local's funds, ensuring compliance with the AFSCME Financial Standards Code;
- Appoints all the Local's committees, subject to Executive Board's approval;
- Periodically reports to the membership on the "state of the Local";
- Acts as spokesperson of the Local;
- Initiates appropriate actions to maintain the financial stability of the Local;
- Reviews financial reports submitted to the membership, Executive Board, and the International Union;
- Determines that all required governmental reports are filed on a timely basis.
- Obtains membership information from Human Resources and keeps an updated record of the membership;
- Oversees management of the Local website and ListServ;
- Coordinates with Council 31 in advancing union initiatives and goals;
- Attends and serves as a voting delegate to conferences of the International Union and Council 31.

The Vice-President:

- Assists the President;
- Presides at meetings and performs other duties of the President when the President is unable to do so;
- Serves as the Chief Steward and oversees the Steward Committee;
- Presides at disciplinary and grievance hearings;
- Reports to the membership and Executive Board about campus-specific issues and news.
- Attends and serves as a voting delegate to conferences of the International Union and Council 31 in the event the president is unable to attend.

The Treasurer:

- Receives and deposits in a bank all of the Local's money;
- Prepares and co-signs checks for the Local's expenditures;
- Prepares a written monthly statement of the Local's financial transactions;
- Acts as custodian of the Local's property;
- Gives a surety bond through the International Union;
- Submits any required financial reports to the International Union;
- Works with the Local's accountant to resolve tax issues and ensure required reporting is completed;
- Maintains financial records of the Local;
- Files the Local Union Annual Financial Report (LUAFR) with the International Union;
- Makes records available to and assists Trustees in completing required audits;
- Conducts the fiscal affairs of the Local in a responsible manner.

The Secretary:

- Keeps a record/minutes of membership and Executive Board meetings;
- Uses Robert's Rules of Order to ensure that Local meetings are conducted properly;
- Ensures that the minutes of meetings are sent to the appropriate bodies in a timely manner;
- Handles the Local's official correspondence;
- Maintains registration and correspondence records for the Local;
- Assists in updating the Local website and Facebook page and serves as Chair of the Communications Committee;
- Ensures completion of a newsletter to the membership at least semi-annually;
- Monitors employment listings and assists in position tracking for the Local.

The Executive Board Members (including above officers):

- Governs the Local except when membership meetings are in session;
- Makes decisions on policies, aims, and means of accomplishing the purposes of the Local when not provided for in the constitution or by membership action;
- Meets monthly (currently the second Tuesday at 5pm) and at a call of the President or a majority of the Executive Board;
- Approves appointments to the Local's standing and special committees;
- Serves on Local committees.

The Trustees:

- Attends all Executive Board meetings as observers to ensure that rules and standards are followed;
- Audits the Local's finances and reports the audit results to the membership;
- Determines that the AFSCME Financial Standards Code is upheld by the Local;
- Confirms that all governmental and International Union reports are filed on a timely basis.

The Stewards:

- Serve as a resource for Members, educate and mentor new Members, and answer questions about the contract;
- Identify issues that matter to members across departments and plan for collective actions;
- Act as Member Action Team (MAT) Captains;
- Investigate issues and potential grievances as well as serve as a union representative in disciplinary or similar meetings;
- Attend meetings of the Steward Committee;
- May hold other Officer positions.

The PEOPLE Chair:

- Presides over all meetings of the PEOPLE Committee and ensures meetings are held in accordance with the PEOPLE Committee Operating Papers;
- Reports to the Executive Board on a monthly basis and to the membership quarterly;
- Implements political, legislative, and fundraising programs for the Local;
- Participates in Local, Regional, and State political activities that are relevant to the needs of AFSCME members;
- Educates and informs the membership of political and legislative issues;
- Attends meetings of the State Universities Annuity Association (SUAA) or designates an alternate representative;
- Attends and serves as a voting delegate to AFSCME Legislative and PEOPLE Conferences.
- May hold other Officer positions.

The Solidarity Committee Chair:

- Presides over all meetings of the Solidarity Committee and ensures meetings are held in accordance with the Solidarity Committee Operating Papers;
- Promotes unity within the Local and the larger labor movement, encouraging participation and membership;
- Organizes Local events and meetings, including fundraising efforts and community outreach;
- Reports to the Executive Board on a monthly basis and to the membership quarterly;
- Attends the Greater Madison County Federation of Labor (GMCFL) AFL-CIO Meetings monthly or designates an alternate representative.
- May hold other Officer positions.