

**CUPE LOCAL 3905
Annual General Meeting 2018
November 01, 2018**

LUSU boardroom (UC 2001)- Lakehead campus and OA 3041- Orillia

Agenda

1. Call to order
2. Equality Statement
3. Roll Call of Officers
4. Presentation of agenda
5. Minutes of Last Meeting
6. Matters Rising
7. Treasurer's Report
8. Budget Committee
9. Trustee's Report
10. Business Arising
11. Communications and Bills
12. Executive Committee Reports
13. Personal Development Bursary
14. Unfinished Business
15. New Business
16. Good of the Union

Attendance

S/N	Name	Dept/Faculty
1	Ashiana Ismail	Computer Science
2	Auldrey Lopo	Natural Resources Management
3	Ayyappa Kumar Sista Kameshwar	Graduate & Int Studies
4	Berek Kadikoff	Electrical Engineering
5	Chen Chen	Natural Resources Management
6	Chon Long Chio	Biology
7	Connor Jones	Natural Resources Management
8	Ellen Caroline Silverio Vieira	Graduate & Int Studies
9	Ema Cristina Ross Caicedo	Natural Resources Management
10	Eric Searle	Natural Resources Management
11	Harutyun Poladyan	Biology
12	Helen Otterman	Master of Public Health
13	Hongli Lyu	Electrical Engineering
14	Jonny Tot	Electrical Engineering
15	Justin Stiles	Physics
16	Katelyn Wheeldon	Master of Public Health
17	Masumi Hisano	Natural Resources Management
18	Niloofer Alipoormazandarani	Graduate & Int Studies
19	Niloufar Sadroddini	

20	Oleksandr Grynko	Graduate & Int Studies
21	Robert Dubreuil	Electrical Engineering
22	Robin Faye	Education
23	Sai Peng	Natural Resources Management
24	Steven Beery	Natural Resources Management
25	Veronica Paredes Calderon	Natural Resources Management
26	Vira Grynko	Graduate & Int Studies
27	Wenhuan Xu	Natural Resources Management
28	Xinli Chen	Natural Resources Management
29	Yurii Shepelytskyi	Graduate & Int Studies

Order of Business and decisions:

- 1. Call to order:** Meeting called to Order by President Eric Bryan Searle at **5:05 PM**
- 2. Equality Statement:** Read out by President, **05:07 PM**
- 3. Roll Call of Officers:** President Eric introduced all the executives **05:10 PM**
- 4. Presentation of agenda:** Agenda presented **05:12 PM**
Moved by: Auldrey Lopo
Seconded by: Harutyun Poladyan
Discussion: None
Approved. Carried: All
- 5. Minutes of Last Meeting:** Posted online in CUPE 3905 site. Highlights Read out by President Eric. No further discussion. **5:15PM**
Moved by: Harutyun Poladyan
Seconded by: Robin Faye
Minutes Accepted, Carried: All
- 6. Matters rising: N/A. 5:16PM**
- 7. Treasurer's Report: 5:17PM**
Financial Report Presented by Harutyun Poladyan
Financial Statement May 2018 to October 2018
 - Open balance from 2017/18 retained earnings of \$50,603.60
 - Income from union dues year-to-date \$32,368.46.
 - Expenses year-to-date \$38,839.36.
 - Total Deficit: \$ 6470.90
 - Retained Earnings as of October 31, 2018 is \$44,132.70

Financial Statement October 2018

BALANCE FROM PREVIOUS REPORT	\$50,603.60
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INCOME AND EXPENSES FOR THE PERIOD

INCOME

Dues	\$26,368.46
Other	\$6,000.00
TOTAL INCOME:	\$32,368.46

EXPENSES

CUPE Per Capita	\$8,965.28
Affiliation Fees	\$421.90
Salaries	\$6,000.00
Operating Expenses	\$1,768.82
Special Purchases	\$0.00
Executive Expenses	\$14,000.88
Bargaining Expenses	\$0.00
Grievances/Arbitration	\$0.00
Committee Expenses	\$1,700.00
Education	\$4,882.48
Contributions /Donations	\$1,100.00
Other	\$0.00
TOTAL EXPENSES:	\$38,839.36
Surplus / Deficit	-\$6,470.90
Retained Earnings - This Year	\$44,132.70

- 10 Personal Development Bursaries (PDB) so far this year; totaling \$4,882.48.
- At Spring GM meeting motion passed to increase the annual number of PDBs outlined in By-Laws from 15 to 20 (\$7,500 to \$10,000) for 2018 /19.
- Budget for donations is \$2,750 for the year
- Bylaws encourage \$1,000 in donations but not to exceed \$4,000.
- Donations totaling \$1,100 were given out to support the greater community of LU in Q1 & Q2.

- \$1,650 remaining for Q3 & Q4, including \$1,250 for Research Innovation Week - Graduate Student Presentations Competition.
 - Closing bank balance for October 31 - \$37,941.46.
 - CIBC Mutual Fund valuation is at \$56,850.29 Market Value as of October 31.
 - The budget committee has reviewed the 2018/19 Budget and has developed an updated Budget for the remainder of the year which they are recommending to the membership.
- Discussion: Robin Faye: Why there is a deficit? Eric Searle: We have paid the salary for one executive in advance which was agreed by all executives in the executive meeting.

8. Budget Committee: 5:30PM

Presented by Oleksandr Grynko

Proposed Budget

- Reviewed expenditures and income for Q1 & Q2:
 - Orientation and Bank Charges higher than budgeted due to inflation;
 - Executive Honoraria \$1,600 less than projected;
 - Interest Income \$3,000 over projected; and
 - Number of members currently 410 compared to 457 in October 2017.
- Adjusted budget to account for observed trends.
- Adjusted projected retained earnings for year end is \$54,000, which would provide the local with a \$4,350 over the target of \$49,800.

Account Description	Budget 2018 / 2019	Adjusted Oct 2018	Difference
3000 Retained Earnings - Previous Year	\$50,597.60	\$50,597.60	\$0.00
4200 Dues from Lakehead University	\$91,267.71	\$91,267.71	\$0.00
1100 Interest Income	\$3,000.00	\$6,000.00	\$3,000.00
Total Income	\$144,865.31	\$147,865.31	\$3,000.00
5010 CUPE National Dues	\$31,031.02	\$31,031.02	\$0.00
5020 CUPE Ontario Dues	\$1,460.28	\$1,460.28	\$0.00
5030 Bond Premiums	\$300.00	\$300.00	\$0.00
5110 Honoraria - Executive	\$26,000.00	\$24,400.00	\$1,600.00
5120 Honoraria - Committees	\$5,400.00	\$5,400.00	\$0.00
5140 Professional Services	\$6,000.00	\$6,000.00	\$0.00
5150 Professional Development	\$0.00	\$0.00	\$0.00
5160 Appreciation	\$0.00	\$0.00	\$0.00
5200 Office Space (rent)	\$400.00	\$400.00	\$0.00
5210 Office Supplies and Equipment	\$220.00	\$220.00	\$0.00
5220 Printing	\$150.00	\$150.00	\$0.00
5230 Bank Charges	\$500.00	\$650.00	-\$150.00
5240 Food	\$300.00	\$300.00	\$0.00
5250 Advertising	\$0.00	\$0.00	\$0.00
5260 Orientation	\$1,000.00	\$1,100.00	-\$100.00
5270 Executive/General Meetings	\$1,000.00	\$1,000.00	\$0.00
5280 Bargaining	\$0.00	\$0.00	\$0.00
5290 Sponsorships/Donations	\$2,750.00	\$2,750.00	\$0.00
5300 Professional Development Bursary	\$10,000.00	\$10,000.00	\$0.00
5310 Travel and Training	\$2,500.00	\$2,500.00	\$0.00
5320 LU Financial Award	\$6,000.00	\$6,000.00	\$0.00
Total Expenses	\$95,011.30	\$93,661.30	\$1,350.00
Surplus / Deficit	\$49,854.01	\$54,204.01	

9. Trustee's report: 5:40PM

Presented and Facilitated by Chon Long Chio

- Reviewed the 2017 / 2018 financial statements and found everything in order.
- Recommendations from the February 2017 Trustees' Report has been implemented.
- The local's digital and paper filing and financial reporting systems complies with CUPE National directives.

10. Business arising: 5:44PM

Motion 1:

Motion to accept the 2018 /19 Adjusted Budget recommended by the Budget Committee.

Moved by: Connor Jones

Seconded by Auldrey Lopo

Motion 2:

Motion to accept the Trustee's Report

Moved by: Sai Peng

Seconded by: Ashiana Ismail

Motion 3:

Motion to accept the Treasurer's Report

Moved by: Justin Stiles

Seconded by: Ellen Caroline Silverio Vieira

11. Communications and Bills, 5:50PM

Presented by Eric Searle: We encouraged members to join picket line at the Port Arthur Health Centre.

Discussion: Robin Faye: Did anyone go there? Eric Searle: Yes, several of us were there including myself.

12. Executive Committee Report: 5: 56PM

President's Report

Presented by Eric Searle

- We attended the Joint Health and Safety Committee every month. No serious issues so far.
- The benefit card is very delayed for the CUPE members in this September. We will suggest to set up a position funded by CUPE to help Graduate Studies work on the paperwork.
- Consultation for Field School as part of GA duties

Moved by: Chen Chen

Seconded by: Connor Jones

Vice President's Report:

Presented by Steve Beery

Word together with Eric. Attended the Internal Relations Committee meeting every month.

Moved by: Harutyun Poladyan

Seconded by: Ayyappa Kumar Sista Kameshwar

Report of the Stewardship Committee:

Presented by Ayyappa Kumar Sista Kameshwar

Stewards for this year are as follows

- Social Science and Humanities: **Niloufar Sadroddini**
- Natural Resource Management: **Sai Peng**
- Science and Environmental Science: **Vira Grynko**
- Health and Behavioural Science: **Katelyn Wheeldon**
- Engineering: **Joseph Tassone; Niloofar Alipoormazandarani**
- Education: **Robin Faye**
- Business: **TBD**

– Orillia: **TBD**

No other grievances this year.

Moved by: Oleksandr Grynko

Seconded by: Ellen Caroline Silverio Vieira

13. Personal Development Bursary, 6:15 PM

Presented by Eric Searle

- To decide whether two unsuccessful PDB applicants with good application can be awarded with PDBs.

Moved by: Robin Faye

Seconded by: Ashiana Ismail

Discussion: None

Approved. Carried: All

- To decide whether a PDB applicant with good application can be awarded with a PDB after he has graduated in August.

Moved by: Steve Beery

Seconded by: Ayyappa Kumar Sista Kameshwar

Discussion: None

Approved. Carried: All

14. Unfinished Business: N/A, 6:20PM

15. New Business: 6:21PM

- Oleksandr Grynko: A motion to donate \$1500 to the Faculty of Graduate Studies for the purposes of funding three new Graduate Student Publication Awards. Seconded.
Discussion: Eric Searle asked if the member would table his motion so that the Executive committee could have some time to ascertain whether this was in the member's interest. Oleksandr Grynko agreed and tabled the motion for the Spring AGM.

16. Good of the Union

Good of the Union and the AGM adjournment motion at 6:29 PM.

Moved by: Oleksandr Grynko

Seconded by: Steve Beery

Motion Carried.

Adjourned: 6:30 PM.

MINUTES COMPILED AND WRITTEN BY: Chen Chen (Recording Secretary)

Date: November 01, 2018.