

**General Membership Meeting**  
**March 31, 2022**  
**Conference Room A in the Bartley Residence or Zoom**

**Agenda**

1. Call to order
2. Equality Statement
3. Roll Call of Officers
4. Accept agenda
5. Minutes of Last Meeting
6. Matters Rising
7. Treasurer's Report
8. Communications and Bills
9. Executive Committee Report
10. Committee Reports
11. Nominations and Elections
12. Unfinished Business
13. New Business
14. Good of the Union

**Members Present**

1. President: Temitope Ojo
2. Treasurer: Vira Grynko
3. Chief Steward: Paige Perrons
4. Recording Secretary: Madison Maki
5. Scott Miller
6. Sana Sharif
7. Ariadne Jevnikar
8. Kevin Genereux
9. Twaha Mohamed
10. Zobreh Ebrahimi
11. Aditya Singhal
12. Mila Popovic
13. Hamid Mortazavi
14. Oleksandr Grynko
15. Jonathan Diaz
16. Siarash Hassen
17. Mehren Aziminezhad
18. Manmeet Kaur Baki
19. Lakshmi Kamak
20. Amirmohammad Shahbangdogan
21. Bianca Boboc

**1) Call to Order** – Meeting called to Order at 5:24pm

**2) Reading of the Equality Statement**

- Read out by Temitope

### 3) Roll Call of Officers

- all current executives were present

### 4) Accept Agenda

### 5) Minutes of Last Meeting

Madison read out the minutes of the last meeting (available on [3905.cupe.ca](http://3905.cupe.ca))

Moved by Paige Perrons

Seconded by Jonathan Diaz

Motion carried

### 6) Matters Arising

No matters arising

### 7) Treasurer's Report – 5:34pm: Presented by Vira Grynko

- This year most activities are starting to reopen, however continued through virtual formats through out most of the Summer and Fall semesters, substantially reducing the cost to operate the local.
- We funded 22 applications for Personal Development Bursaries (PDB) this year totaling \$5,647.45, leaving a budget surplus of \$6,852.55 for PDBs this year.
- The virtual format adopted for orientation and meetings created an additional budget surplus of \$9,650.00.

- The Budget Committee recommended to the Executive Committee that the local increase support to members with financial need, which was approved at the Fall General Membership Meeting, and provided Lakehead University with:
  - \$20,000 to distribute forty \$500 bursaries, and
  - \$9,000 to distribute nice \$1,000 LU Financial Awards.
- Retained earning are projected to be \$102,849.06, providing the local with \$11,054.49 surplus for this operating year.
- CIBC Mutual Fund valuation is currently \$75,993.21 Market Value as of March 30, 2022.
- The bank has informed the local that Canada's financial laws regarding investment funds are changing effective April 1, 2022, which will require us to close the current Mutual Fund and open a new one in the coming fiscal year.
- The local plans to invest \$60,000 into the new mutual fund, so that the annual investment income can continue to support the LU Financial Awards.
- The balance of the current Mutual Fund of 15,993.21 will be transferred to the local's chequing account, which the 2022/23 Budget reflects.

## Financial Statement March 30, 2022

<b>BALANCE FROM PREVIOUS REPORT</b>	<b>\$91,794.57</b>
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## INCOME AND EXPENSES FOR THE PERIOD

### INCOME

Dues	\$119,184.44
Other	\$0.00
<b>TOTAL INCOME:</b>	<b>\$119,184.44</b>

### EXPENSES

CUPE Per Capita	\$40,522.69
Affiliation Fees	\$1,765.65
Salaries	\$7,200.00
Operating Expenses	\$1,271.39
Special Purchases	\$0.00
Executive Expenses	\$25,200.00
Bargaining Expenses	\$0.00
Grievances/Arbitration	\$0.00
Committee Expenses	\$2,800.00
Education	\$7,897.45
Contributions /Donations	\$30,500.00
Other	\$0.00
<b>TOTAL EXPENSES:</b>	<b>\$117,157.18</b>
<i>Surplus / Deficit</i>	<i>\$2,027.26</i>
<b>Retained Earnings - This Year</b>	<b>\$93,821.83</b>



No discussion

8) **Budget Committee Report** - 5:40pm: Presented by Oleksandr Grynko

- We have budgeted \$750 to support the GSA's Orientation activities subject to agreement between the local and GSA on projected outcomes or partner with Graduate Studies.
- As Ontario removed the majority of COVID restrictions we are recommending budgeting \$12,500 to support a minimum of 25 PDBs.
- We are proposing an operating budget of \$126,598.40 for 2022 /23, which includes nine \$1,000 LU Financial Awards
- We are projecting a year end retained earnings for April 2022 of \$113,643.87.

The budget committee recommends:

- Support the broader Lakehead community by donating \$250 to Regional Food Distribution Association and \$250 to Roots to Harvest in March 2022.
- Provide \$9,000 to Lakehead University for the nine \$1,000 LU Financial Awards exclusively for CUPE local 3905 members.
- Provide \$12,500 to fund a minimum of 25 PDBs.
- Following a positive review by the membership committee on Grammarly, the local will provide \$3,780 to purchase Grammarly Inc online service as quoted for 12 months, May 1, 2022 to April 30, 2023.
- Approve the 2022/23 operating budget



## Budget 2022/2023

Account Description	Budget 2022 / 2023
3000 Retained Earnings - Previous Year	\$102,849.06
4200 Dues from Lakehead University	\$121,400.00
1100 Interest Income	\$15,993.21
<b>Total Income</b>	<b>\$240,242.27</b>
5010 CUPE National Dues	\$41,276.00
5020 CUPE Ontario Dues	\$1,942.40
5030 Bond Premiums	\$400.00
5110 Honoraria - Executive	\$26,000.00
5120 Honoraria - Committees	\$8,100.00
5140 Professional Services	\$7,200.00
5150 Professional Development	\$5,280.00
5160 Appreciation	\$0.00
5170 GSA Orientation	\$750.00
5200 Office Space (rent)	\$400.00
5210 Office Supplies and Equipment	\$600.00
5220 Printing	\$150.00
5230 Bank Charges	\$300.00
5240 Food	\$500.00
5250 Advertising	\$0.00
5260 Orientation	\$1,500.00
5270 Executive/General Meetings	\$1,000.00
5280 Bargaining	\$1,500.00
5290 Sponsorships/Donations	\$1,500.00
5300 Professional Development Bursary	\$12,500.00
5310 Travel and Training	\$5,500.00
5320 LU Financial Award	\$9,000.00
5330 Grad Student Conference	\$1,200.00
5340 CUPE Bursaries and Awards	\$0.00
<b>Total Expenses</b>	<b>\$126,598.40</b>
<i>Retained Earnings</i>	<i>\$113,643.87</i>
<b>Surplus</b>	<b>\$10,794.81</b>

No discussion

5:44pm: Motion to accept the 2022/2023 budget

Moved by Madison Maki

Seconded by Hamid Mortazavi

Motion carried

5:46pm: Motion to support the broader community

Moved by Lakshmi Preethi Kamak

Seconded by Aditya Singhal

Motion carried

5:47pm: Motion to set up a new mutual fund with an investment of \$60,000

Moved by Hamid Mortazvi

Seconded by Amirmohammed Shahbangdogan

Motion carried

5:48pm: Motion to accept treasurer's report

Moved by Jonathan Diaz

Seconded by Mila Popovic





Motion is carried

**9) President's Report:** 5:49pm: Temitope Ojo presents the report

Internal Relation Committee

- There has been an ongoing meeting with OA solution about the design and implementation of the software to be used for GA processing.
- We will be having another in April. So far, the meeting has been productive and we will be having another meeting in April.

Joint Health and Safety Committee

- No update. If you have any concerns about your lab or any appliances, please reach out to your supervisor or your department steward.

Delayed GA payments:

Alex's grievance was received on Friday, October 8, 2021, and read as follows:

- Hi, I would like to file an official grievance with the union in regards to not being paid for the work that I've already done, and continue to do, for my GAship this semester. I have filed all of my paperwork on time yet have not received any pay for the work I've done, nor have I any idea of when I may actually be paid. I have been in touch with Graduate Studies about this since August without any answers. Please advise as to what the next step is.

On Tuesday, November 9, 2021, we sent a follow-up email which reads:

- Hi Alex, We are still in the process of resolving this late payment crisis. We would like you to confirm if you have been paid by your employer. CUPE team. Alex responded with this email on Tuesday, November 9, 2021: Hi, Yes, I have been paid....
- Alex's grievance was resolved and the Local proceeded with the Union grievance (step 3).

Now let's talk about the Union grievance

- We filed a Union grievance as outlined in the collective agreement with the Associate Vice-President of Human Resources on October 19th, 2021. Here is a list of our grievances.
  - 1. Late notification of Graduate Assistantship Positions
  - 2. Late/Delayed Payment of Graduate Assistants
  - 3. Failure to update the Union on the GAships set-up progress
  - 4. The introduction of the “bursary form” without CUPE’s consent
  - 5. Lack of communication from the Graduate department, funding department, and HR with CUPE representatives
- We received a response from Leanne Chedore, Assistant to the Associate Vice-President & Office of Human Resources, on behalf of Roshni Antony explaining the situation. The local Union President, Temitope Ojo, and the national representative of your Union, Mike Walters, were actively involved and communicating with the employer. We met on February 22, 2022 (zoom conferencing).
- We couldn’t meet in 2021 because Sherry, Human Resources, was on leave, and she just resumed. We resolved the grievance and HR sent a letter to the Union

6:04pm: discussion of the President’s report ensues

6:07pm: Motion to approve the President’s report

Moved by Bianca Boboc

Seconded by Hamid Mortazavi

Motion is carried

**10) Membership Services Committee Report:** 6:10pm: Madison reads out the report

- In November 2021, the Local bought a subscription to Grammarly for our members at no extra cost to them, as the free premium membership previously provided by the university is no longer available
- So far, our members overall have responded positively to Grammarly and seem to be using it a lot
- According to the analytics on our admin account, the subscription has improved our members' communication by 50%
- Since starting our subscription, almost 3 million words have been checked by Grammarly, so our members are really getting good use out of it
- The Membership Services Committee would like to propose renewing the membership for the next year (May-April)
- Overall, the membership would cost about 6 dollars per member and will be about \$3,800 CAD
- For next year's Membership Services Committee, I would recommend conducting a survey to collect feedback from members on what services they'd like to see

**11) Stewards Committee Report:** 6:11pm: Paige reads the steward committee report

- A Stewards' Committee meeting was held in February consisting of a maximum of two (2) members in good standing from each department of the University.
- Committee didn't have any new issues to report.



- The local is looking for members from every department to join the Stewards' Committee in 2022/23. I will provide a list of returning stewards to the new Chief Steward.

## **12) Nominations and Elections**

6:11pm: Temitope Ojo reads out the election procedures

6:14pm: All positions are open, the president is seeking an incumbent for a second year

### **Secretary-Treasurer**

6:15pm: Vira Grynko nominates Kevin Genereux for this position, Paige Perrons seconds

Kevin accepts the nomination, is declared Secretary-Treasurer

### **Vice President**

6:19pm: Paige nominates Aditya Singhal, Madison Maki seconds

Aditya accepts the nomination, is declared Vice President

### **Recording Secretary**

6:21pm: Madison Maki nominates Lakshmi Preethi Kamak, Manmeet Kaur seconds

Lakshmi accepts the nomination, is declared Recording Secretary

### **Chief Steward**

6:24pm: Paige Perrons nominates Hamid Mortazavi, Zohreh Ebrahimi seconds

6:25pm: Ariadne nominates Sana Sharif, Paige Perrons seconds

6:34pm: a vote commences to decide who will get the position, Hamid declared Chief Steward

**President**

6:35pm: Madison Maki nominates Temitope Ojo, seconded by Jonathan Diaz

Temitope accepts the nomination, is declared President

**Trustees**

- Janak Khatiwada, Trustee for two more years Sarita Shrestha, Trustee for one more year

6:38pm: Vira nominates Sana Sharif, Paige seconds

Sana accepts the nomination, declared the third Trustee

**Call for committee members**

Looking for 2022/23 committee members:

- Budget Committee - looking for at least two members  
No one comes forward expressing interest
- Membership Services Committee - looking for at least two members  
No one comes forward expressing interest
- Stewards Committee – looking for a member from each department A Bargaining Team  
will be struck at the November 2022 Membership Meeting

**13) Unfinished Business**

No unfinished business

**14) New Business**

No new business

**15) Good of the Union**

- Motion to adjourn meeting at 6:56pm
  - Moved by Paige Perrons
  - Seconded by Mila Popovic
  - Motion carried

**MINUTES RECORDED BY:** Madison Maki