

## **Approved Minutes of Executive Board Meeting December 12, 2017 & Task Force Recommendations**

The meeting was called to order at 1:30 p.m.

**M/S/P (Waddell): Approve the agenda**

**Member Education (Allen):** Pat reminded us that Janus is coming up, but don't give up! This union started with about 12 people paying dues. We will be a union!

**M/S/P (Kaye): Approve the minutes of November 21, 2017**

**Negotiations (Barbato, Elarton):** Louise explained some of the contract changes. Implementation for new Article 16 language is spring 2018. Bill explained the benefits negotiations. It was asked if the HRA covers pre-retirees who are not yet Medicare-eligible; Bill will check on that. The SOUL version of Article 27 can't be posted until the rest of the JLMBC sees it.

**M/S/P (Barbato, Elarton): Approve the recommendation that members vote "yes" to ratify the 2017-2020 CBA (including the MBA)**

**M/S/P (Monteiro): Endorse Susan Rubio for State Senate District 22**

**M/S/P (Labertew): Approve a \$300 contribution to the Korean Resource Center**

Carole presented a motion from the Guild Task Force on Guild Finances with recommendations for changes to fiscal policy. A motion to divide the question failed to pass.

**M/S/P (Anderson): [passed by a hand vote: 26 yes, 4 no, 6 abstentions] That the Executive Board of AFT 1521 finds, declares, and resolves that we have no further confidence in the ability of Grace Chee to effectively serve as treasurer for the local**

**M/S/P (Anderson): Approve the Fiscal Policy Task Force on Guild Finances recommendations (see attached)**

**M/S/P (Kaye): Approve the 2018 Guild Election Code and Procedures**

The meeting was adjourned at 3:49 p.m.

Respectfully submitted,

Deborah Kaye, Recording Secretary

**Fiscal Policy Task Force recommendations – passed at Executive Board meeting December 12, 2017**

**That AFT 1521 immediately implement the following policies:**

- **That the Guild President is the direct supervisor of the OPEIU staff.**
- **Any purchases shall be authorized by the Guild President -- technology, office equipment, and office supplies purchased by the OPEIU staff only.**
- **Guild documentation shall never be taken out of the Guild Office.**
- **No documentation shall be sent via email, mailed through U.S. mail, or external scans, as this potentially compromises Guild accounts.**
- **All business transactions will be done within the Guild Office and only during regular office hours.**
- **To avoid a violation of the OPEIU contract, Guild business by Guild officers will be undertaken within the hours of the OPEIU staff.**
- **Only OPEIU staff and the Guild President shall have active access to all financial accounts.**
- **OPEIU staff members shall be the only creators of checks from the Guild.**
- **Two officers need to approve all expenditures of the Guild other than their/his/her own expenditures.**
- **All Guild policies, including financial matters, must be presented to the Executive Committee and recommended to the EBoard for approval before implementation.**

**Be it further resolved: That AFT 1521 begin an independent forensic audit of its financial and physical assets to ensure all accounts are reliable and accurate.**

**And be it finally resolved that:**

- **The electronics purchased with the Guild credit card be returned to the office for etching or that Ms. Chee reimburse the Guild in the amount of \$2486.93.**
- **The Guild immediately cease reimbursement for Wi-Fi access for Ms. Chee's personal or Guild devices**
- **The Guild cease to reimburse Ms. Chee for voluntary attendance at District or college meetings.**