



Executive Board Quarterly Meeting 8/1/2018

In Attendance: Jason Johnson, Jose Taveras, Susan Cowart, Matthew Keep, David Buchholz, Jason Dornford, Heather Duby

8:24 **Meeting called to order/Pledge of Allegiance**

8:25 **Agenda:** Agenda was read and approved by all.

8:26 **Review of Minutes:** The Minutes were read off by Recording Secretary Matthew Keep.

The promise by Sue Cowart to fill in the missing information on last quarters Trustee audit report was fulfilled.

Trustee Training: The trustees discussed some of the training they received by the IUE back in May. A discussion was held about avoiding high-risk things such as: gift cards, 50/50 raffles, selling t-shirts, etc....

8:40 The Minutes were reviewed and approved by all.

8:41 **Treasury Report:** Sue Cowart presented a financial report for the local's third fiscal quarter with dates from 4/1/2018 to 6/30/2018.

The account balances are as follows:

The checking account balance as of the end of the last fiscal quarter was \$256,405.53 The checking account balance as of 6/29/2018 was \$195,890.99

Total deposits between 4/1/2018 and 6/29/2018 = \$16,764.68

Total expenditures between 4/1/2018 and 6/29/2018 = \$90,599.20

Checking account balance as of 8/1/2018 = \$158,893.57

Visionworks Contract Negotiation Costs To Date: (Budget \$55,000.)

Operations: \$13,612.91

Payroll: \$4,313.25

Legal Fees: \$8,554.10

Running Total: \$26,480.26

(Expenses paid in July will be included for a grand total)

The balance in the Franklin Templeton Fund as of 6/30/2018 is at \$267,032.91

The expenses for the General Membership Meeting between 4/1/2018 to 6/30/2018 are at \$2,924.61 (budget \$35,000.)

(The grand total will be in the next quarterly report.)

Additionally a profit and loss report was distributed which breaks down all expenses and income.

8:53 **Trustee Report:** Deposits were all accounted for. Payroll was reviewed and everything was accounted for. Receipts were matched to expenditures with vouchers. One voucher was missing a 2nd signature which was reviewed and signed off on.

8:56 **Whistle Blower Policy/Anti-Harassment/Credit Card Proper Use/Conflict Of Interest:** A whistle blower policy was handed out to the Trustees, reviewed and signed off on. A Union credit card proper use statement was reviewed and signed by Jason Johnson and Susan Cowart. An anti-harassment/anti-discrimination policy was distributed to all. A conflict of interest policy was reviewed and signed by all.

9:04 **General Membership Meeting:** The General Membership meeting will take place Sunday August 12th. The question of mileage reimbursement for members traveling on their own was revisited but rejected by the president. All attending Board members will be speakers.

9:12 **Arbitration:** There was an agreement to come to terms on mediation in Latham. The Union got more than what was originally requested but it was traded for some stipulations for the company. Two other grievances were also settled with this arbitration hearing. .

9:14 **Retail Contract:** The retail contract was approved by 91% of voters. Over 40% of the bargaining unit voted.

9:15 **Diversity Ambassador:** Christian Giraldo will be the chairperson of the diversity committee and is receiving training while in Florida.

9:17 **Presidents Report:** The NTS printed contracts, was budgeted for \$1,400 and was met under budget costing \$530 using a Union print shop. The union came in under budget for the Ballester meeting coming in just under \$700. The budget for the retail contract negotiation was set at \$55,000 and was met under budget at \$35,000. The union budgeted \$30,000 for the General Membership Meeting and came in under budget at \$13,000. The budget for the IUE Divisional training was set at \$20,000, and should also come in under budget totaling around \$14,000

Steward update: The union is now up to 31 stewards in the local.

COPE: The union previously had only donated around \$11 a month over the last decade towards COPE, because of the efforts by the new board that number now stands to be around \$300 a month.

Constitution changes: In September we will be setting up ballots.

In the first 7 months of the term, the president has visited over 90 shops with intentions to visit the last 30 by the end of October.

9:27 **Bonadio Audit:** The Audit performed by the union's accountant from the 2017 fiscal year was presented and areas of improvement were discussed.

Value Vision dues are now going directly to the CWA.

Initiation fees: The president has diligently attempted to have Visonworks send the initiations fees directly to the CWA but has been unsuccessful, however checks received are generally deposited within 2 weeks of receipt.

The treasurer cannot cut a check without a voucher signed off on by the president and that has been implemented since February.

The Trustees began performing a quarterly review as of January 2018.

The VP will start doing a monthly review of the checking account and communicate his findings and answer questions to the Trustees beginning the next fiscal year.

Conflict of Interest was signed. Whistle blower policy was signed.

The president is looking into Iron Mountain to facilitate the deconstruction of old documents annually.

Investment Policy: The union is looking into an investment advisor and investment objectives.

Expense reimbursement – Already Implemented

Dues Revenue – Already Implemented

Board Meeting Minutes – Already Implemented

9:47 **Good and Welfare:** A discussion was held to make sure the unions Organizing Committee Facebook page should be used for union related organizing discussions only.

The president sent a letter about the use of apprentices without their sponsor to Visionworks HR. We have a plan to address the issue and are expecting to move forward with it.

The next Executive Board meeting will be in November.

The union will be cutting back spending in 2019.

10:19 **Meeting Adjourned**