

PROFESSIONAL EMPLOYEES ASSOCIATION

EXECUTIVE MEETING

September 24, 2009 (11:30 a.m.)

Vancouver Airport Marriot Hotel

7551 Westminster Highway, Richmond

Executive:

Paul Albu

Bruce Barnewall

John Foxgord

Shel Harris

Brent Hird

Mike Jobke

Kathy Kendall (*by phone*)

Frank Kohlberger

Susan Randle

Staff:

Jodi Jensen

Observers:**Regrets:**

Cliff Haman

Sean Holland

Tom Gore

Linda Lucier

Joanne Montgomery

1. **Call to Order:** The meeting was called to order at 11:31 a.m. with M. Jobke in the chair.
2. **Adoption of agenda:** M/S/C to approve the agenda as circulated.
3. **Approval of minutes:** M/S/C to approve the minutes of July 20, August 20 and August 21, 2009 as circulated.
4. **Secretary-Treasurer's Report:** J. Foxgord reported that for the month of July revenue totaled \$136,528 and operating expenditures totaled \$106,710 resulting in an excess of revenue over expenditures for the month of \$29,817.

J. Foxgord reported that for the month of August, revenue totaled \$132,781 and operating expenditures totaled \$131,023 resulting in an excess of revenue over expenditures for the month of \$1,758.

M/S/C to accept the Secretary-Treasurer's Report as presented.
5. **2nd Quarter Investment Report:** J. Foxgord reported that as of June 30 the total portfolio was valued at \$7,715,248, an increase of 2.39% over the preceding quarter and a decline of 3.97% over the previous 12 months.

M/S/C to accept the 2nd Quarter Investment Report as circulated.
6. **Grants & Donations Committee Report:** P. Albu reported that of three donation requests received, the committee recommended that donations be made as follows:

BC Coalition of People with Disabilities: \$500
BC Wheelchair Sports Association: \$1,000
Literacy BC: \$1,000

M/S/C to table discussion of the recommended donation for the BC Coalition of People with Disabilities to allow the committee opportunity to further investigate the organization.

M/S/C to approve the recommended donations to the BC Wheelchair Sports Association and Literacy BC.

7. **Marketing Communications Plan:** J. Jensen drew attention to the August 18 memorandum from Communications Officer Kyle Russell reporting a change to the advertising rates for Black Press. She reported that the new rates would increase the advertising costs for the marketing campaign from the approved amount of \$56,816.73 to \$58,083.52.

M/S/C to increase the advertising budget for the 2000/2010 marketing campaign from \$56,816.73 to \$58,083.52.

8. **Planning Meeting Report:** Executive members reviewed the report produced by B. Metcalfe and agreed to a number of amendments to the Action Plan.

M/S/C to confirm the new Mission Statement and post it on the website.

M/S/C to adopt the amended Action Plan.

M/S/C to schedule a follow-up planning session with Bill Metcalfe following the 2010 Education Conference.

9. **Policy Review Committee Report:** K. Kendall reported on the committee's recommendations as follows:

The committee recommended a change to Policy 1.5 *Association Executive Representation* to implement convention Resolution #8.

M/S/C to approve the recommended amendment to Policy 1.5 *Association Executive Representation*.

The committee recommended the adoption of a new Policy 4.2 *Changes to a Collective Agreement* to implement convention Resolution #4.

M/S/C to approve the recommended new Policy 4.2 *Changes to a Collective Agreement*.

The committee recommended changes to Policy 6.6 *Grants and Donations* to allow for up to one half of its annual budget for donations to be allocated following a process of membership consultation.

M/S/C to approve the recommended amendments to Policy 6.6 *Grants and Donations*.

The committee recommended amendments to Policy 6.7 *Travel Expenses* to expand eligible dependent care expenses consistent with convention Resolution #7. The committee also recommended that the Association Executive and staff consider the provision of onsite childcare when determining or soliciting venues for PEA events.

M/S/C to approve Policy 6.7 *Travel Expenses* as amended.

The committee recommended amendments to Policy 7.3 *Convention Committees* and Policy 7.5 *Election of Table Officers* to implement convention Resolution #1 From the Floor and streamline the Table Officer election process.

M/S/C to approve the recommended amendments to Policy 7.3 *Convention Committees* and Policy 7.5 *Election of Table Officers*.

The committee recommended that Policy 3.11 *Mandatory Retirement* be deleted due to recent legislative changes.

M/S/C to delete Policy 3.11 *Mandatory Retirement* and renumber the remaining policies in Section 3 of the policy manual.

10. **Education Conference 2010:** J. Jensen reviewed the options for venues and dates for the conference.

M/S/C that the preferred option for the 2010 Education Conference be the Westin Bayshore Hotel in Vancouver in May; and the second option be the Hotel Grand Pacific in Victoria on May 14 and 15.

11. **Property Search:** J. Jensen reported that she had been working with a new commercial real estate agent, Anne Tanner of DTZ Barnicke, to identify suitable options for the Association to purchase office space in Victoria. She reported that space had recently become available for purchase at Dockside Green.

J. Jensen and J. Foxgord reported on their tour of the Dockside Green development in early September and answered questions about the property.

M/S/C to authorize Executive Director J. Jensen to enter into negotiations to purchase strata office space at Dockside Green.

Executive members suggested that the October meeting be moved to Victoria to allow

an opportunity to view the Dockside Green property.

12. **Staff Relations Committee Report:** F. Kohlberger reported that the committee met by conference call September 18 to consider the Association Executive's motion regarding recruitment of a temporary Labour Relations Officer in Victoria during the fall of 2009. After consideration, the committee recommended that temporary staff not be recruited, but that the UVic and SMS chapters be advised of the level of servicing available during November and who to contact for assistance. He also reported on the contract arrangements in place with Teresa Humphries, CGA for financial services and the continuing work to improve the Association's financial systems.

M/S/C that the PEA and T. Humphries enter into a 12-month contract for financial services, with a 30 day opt out clause for either party, at a mutually agreeable rate.

M/S/C to go *in camera*.

M/S/C to come out of *in camera*.

13. **Convention Follow-up:** J. Jensen reviewed the draft letter to the Attorney General concerning legal aid funding and requested that any suggested amendments be identified.

M/S/C to approve the draft letter to the Attorney General regarding legal aid funding.

14. **Legal Aid Campaign:** J. Jensen reported that due to unforeseen personal circumstances J. Russell had not moved ahead with the planned work to continue the campaign in support of public hearings on legal aid.
15. **Membership Database:** J. Jensen reported that a number of staff had met with Sharon Dean of Teky to identify the scope of the database project so that she could provide a detailed cost proposal. J. Jensen indicated that she would report back to the Executive on that proposal if costs were expected to exceed the approved budget for the project.

16. **Collective Bargaining Report:**

ORL: J. Jensen reported that after surveying chapter members, the ORL bargaining committee had determined that it would agree to an employer proposal to extend the current collective agreement with a wage re-opener. The parties met at the bargaining table September 22 and were expected to resume discussions on October 7.

LSL: J. Jensen reported that the PEA and Law Society commenced negotiations for a second collective agreement with bargaining on September 21, 22 and 23, and that further dates had been scheduled through October. The current collective agreement expires December 31, 2009.

GLP: J. Jensen reported that member consultation would take place in October, with an electronic bargaining survey and membership meetings in 26 locations around the province.

17. **Board Development Proposal:** J. Jensen proposed that the Association Executive consider devoting resources to Association Executive orientation and training, possibly through shorter modules that could be completed at regular meetings.

Association Executive members agreed that having a formal orientation and education process was a good idea and an interactive model would prove more effective than the current Executive Manual. Executive members suggested including information on different governance models.

J. Jensen agreed to target the November meeting date to report back with an action plan.

18. **February Meeting Date:** J. Jensen noted that the Executive was scheduled to meet in Richmond in February, which conflicted with the Olympics.

Executive members requested that J. Jensen identify an alternate date after February 28 on which to meet in Victoria.

19. **Chapter AGM Attendance:** J. Jensen reported that M. Jobke had requested Executive members discuss Table Officer attendance at the various chapter meetings and reviewed the known AGM dates.

M. Jobke reported on his attendance at the ORL meeting.

K. Kendall volunteered to attend the GLP and PGSD meetings, and J. Foxgord agreed to attend the SMS meeting. S. Harris volunteered to attend the HSP meeting if appropriate.

20. **Chapter Reports:**

FMEP: B. Hird reported that there was little chapter activity.

UVIC: J. Foxgord reported on the results of the chapter executive by-election. He also reported on the fall social and bargaining preparations.

GLP: S. Randle reported that the new executive would take place at the close of the AGM on October 5 and was expected to appoint a member to fill the remaining executive vacancy. She also reported on bargaining preparation activities and the expectation that a bargaining committee would be appointed in October.

PGSD: S. Harris reported that chapter activity ramped up with the start of the new school year, including a social being held that weekend to encourage membership participation prior to collective bargaining and the October 14 AGM. He also reported on funding pressures facing the employer.

LSS: K. Kendall reported that the AGM had been scheduled for November, following the October 30 meeting of the LSS Board. She noted that members continued to be concerned about the potential for further staffing cuts, which was negatively impacting member interest in the executive and bargaining committee.

21. **Further Business:** none.

22. **Adjournment:** The meeting was adjourned at 3:35 p.m.

JJ/rb

APPROVED
