Cabrillo Classified Employee Union
BOARD OF DIRECTORS MINUTES
January 22nd, 2009 -- 12:00 noon, Room 1040

Item 1.) CALL TO ORDER: ...................... TIME 12:07 PM

1-1.) Members present at today’s meeting: Stephanie Stainback, Alta Northcutt, Janus Blüme, Anya Finke, Rick Fillman, Lena Mason, Lori Amato
Note: Alta Northcutt was excused for her absence at the 1/8/09 meeting.

1-2.) Members absent from today’s meeting: Mikki Adams (excused)

1-3.) Non Voting members present: Eireann Del Bonta

1-4.) Guests present at today’s meeting: none

Item 2.) CHANGES TO AGENDA: Move "Reclassification Study" (Item 8-A) to February 12 meeting.

Item 3.) ITEMS FROM THE FLOOR: Recorder noted that Sharon Spence returned office key and Robert’s Rules. Recorder received laptop computer. Minutes are still missing for several dates in 2008. Recorder is attempting to locate and archive them. Current list of classified employees has been put on the S drive.

Item 4.) APPROVAL OF CCEU BOARD MINUTES:

- 12/4/07 minutes approved with the following corrections: Eirann Del Bonta corrected as Eireann Del Bonta in 1-3 (non voting members present). Alta moved, Janus seconded. 5 yea, 0 nay, 3 abstain.

- 12/11/08 minutes approved. Lena moved. Alta seconded. 5 yea, 3 abstain.

- 1/8/09 minutes approved with the following corrections: Item 3A -- It was agreed to give the recorder the laptop. Item 3C -- The consultant informed board members that he has a meeting scheduled with managers. Lena moved. Janus seconded. 8 yea, 0 nay

- 1/15 minutes approved. Lena moved. Alta seconded. 8 yea, 0 nay.

Item 5.) APPROVAL OF EXPENDITURES: (5 minutes) None

Item 6.) BOARD REPORTS: (15 min total, Items A,B,C,D & E on second meeting of month)

A.) Chief Steward’s Report --------------Eireann Del Bonta

1. The chief steward recommends keeping last year’s layoff team in place. The chief steward and CCEU’s consultant met with the human resources department seeking clarification on contract language and bumping rights. Members are coming to steward with questions regarding bumping rights. The president asked for a synopsis of contract language regarding this issue. The chief steward pointed out that a clear description appears in the 1/15/09 general membership meeting minutes, but she will prepare a

Board Members and Regular Guests:
Mikki Adams, Lori Amato, Janus Blumë, Bradley Booth, Eireann Del Bonta, Rick Fillman, Jill Gallo, Jefferson Hancock, Lena Mason, Anya Finke, Alta Northcutt, Stephanie Stainback
clarification paper or "cheat sheet" for the board to review. She would prefer to hold off on creating a position paper on the matter because she's still gathering data.

The chief steward seeks clarification as to who should have access to the classified employee list compiled by human resources, as some information could be considered confidential. The president pointed out that such information is a matter of public record, but she did share the steward's concerns about confidentiality. The president suggested distributing the list only to stewards with the assurance that it would remain confidential in their hands.

The president added that a February meeting should be dedicated to bumping rights, definition of class, and job announcements vs. job descriptions.

2. Meet and Confer Team: **Janus Blumë moved to add Lena Mason and Anya Finke to the meet and confer team. Lori Amato seconded and passed. 6 yea, 0 nay, 2 abstain.**

Discussion: It was noted that members of the meet and confer team cannot be stewards, but that the team should meet regularly with stewards. Both members requested written proof referring to article 4.6 of the CCEU contract to show to their managers.

B.) **Treasurer’s Report ------------------ Lori Amato**

The treasurer had nothing new to report. All expenditures have been approved. Treasurer's reports have been distributed to appropriate parties and put on the S drive.

C.) **2nd Vice Presidents’ Report: --------- Alta Northcutt**

The second vice president's absence at the 1/8/09 meeting was excused.

The second vice president has contacted the button and sticker manufacturer and wants to know how many to purchase. If an order is processed soon it can be made available late next week, prior to flex day activities. The president encouraged purchasing in bulk. She recommended that Alta prepare a written proposal. Alta will prepare a proposal with prices and send it to the board.

Togo's will again be served at this year's flex luncheon. None of the members expressed displeasure with this idea.

Celeste Hewitt is the new goodwill ambassador. Alta agreed to encourage her and familiarize her with the position.

Stephanie reminded Alta to get the camera and take some "headshots" for pictures at the flex luncheon.

D.) **1st Vice Presidents’ Report:----------Janus Blumë**

Janus has created a schedule of 2009 CCEU meetings and a schedule of CCEU meetings with managers.

E.) **PAC: --------------------------Janus Blumë**

As of December 31, the PAC account has a balance of $1,061, which is more than enough to cover all proposed payments, particularly repayment to general membership.

F.) **President’s Report: --------- Stephanie Stainback**

The president has been invited to attend a luncheon with John Laird at a cost of $75. Since the event costs less than $100 no formal approval was necessary but the board did express informal approval for this expenditure.

The president recommended starting a new campaign for the Political Action Committee. It will be noted in the agenda building section of the minutes and will be placed on the CCEU quarterly board meeting agenda.
The president continues meetings with other constituencies regarding budget. The 5 million dollars in reductions is beginning to look like a firm target. At CPC CCFT representatives accepted the 5 million dollar figure. Stephanie says CCEU is not ready to do that yet. Layoff notices will be sent out on March 15.

Janus Blumë moved to nominate Eireann Del Bonta to fill the second alternate position on the negotiating team. Anya Finke seconded. Motion passed. 8 yea, 0 nay, 0 abstain.

Item 7.) **NEW BUSINESS: (15 minutes)**

A.) **Attendance policy** -- Alta Northcutt moved to approve Elected CCEU Official Attendance Policy with the following corrections:

Pronouns "their" and "they" changed to reflect agreement with singular antecedent.

Rick Fillman seconded. The motion passed. 8 yea, 0 nay, 0 abstain.

B.) **Budget audit policy** -- Lena Mason moved to approve "Budget Audit Policy" with the following correction:

Number 6 auto-numbering removed.

Lori Amato seconded. The motion passed. 8 yea, 0 nay, 0 abstain.

C.) **Credit card policy** -- During discussion, concern was raised that the policy had no safeguards to prevent overspending and no oversight measures. The item was tabled and will be brought to the February 12 meeting after further review.

Item 8.) **OLD BUSINESS: (15 minutes)**

A.) **Location of quarterly board meeting.** No location was decided upon.

Item 9.) **ADJOURN REGULAR SESSION: ??????? TIME **1:08** PM

Respectfully Submitted: January 22, 2009

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Stephanie Stainback, President ....................... Jefferson Hancock, Recorder

**AGENDA BUILDING:**

- Early February meeting on contract language and clarification of bumping rights.
- New campaign for PAC donations