

Cabrillo Classified Employee Union

BOARD OF DIRECTORS MINUTES

September, 25th, 2008 -- 12:00 noon, Room 1040

Item 1.) CALL TO ORDER: TIME 12:05 PM

- 1-1.) **Members present at today's meeting:** Stephanie Stainback, Janus Blume, Lena Mason, Margaret Pierce, Lori Amato, Mikki Adams
- 1-2.) **Members absent from today's meeting:** Sharon Spence, Alta Northcutt: excused
- 1-3.) **Guests present at today's meeting:** none

Item 2.) CHANGES TO AGENDA: (5 minutes) add 6.3 political action campaign, long term loans

Item 3.) ITEMS FROM THE FLOOR: (5 minutes) none

Item 4.) APPROVAL OF CCEU BOARD MINUTES: (5 minutes)
August 21 2008 Janus moved, Lori 2nd, no nos, no abstentions, 6 ayes: approved

Item 5.) BOARD REPORTS: (15 min total, Items A, B, & C on second meeting of month)

- A.) **Chief Steward's Report ----- none**
 - B.) **Treasurer's Report ----- none**
 - C.) **Vice Presidents' Report(s):-----none**
 - D.) **President's Report: ----- Stephanie Stainback**
- Attendance at fundraiser tonight for new CC board candidate
 - College Master Plan – Goal D proposal- review
 - a) optimize professional growth opportunities
 - b) career ladders in job descriptions need to be added
 - Management training – it should be mandatory
 - Language needs to be scrutinized regarding reallocation, reorganization of resources and cross training. It needs to be employee based not department based.
 - Job description may not reflect reality

Lena: no people were lost this time around from budget cuts but departments are still hurting due to the loss of 7 positions

Stephanie: Need to establish a classified professional rank for positions requiring degrees or special certifications

Board Members and Regular Guests:

Mikki Adams, Lori Amato, Janus Blumë, Bradley Booth, Eireann Del Bonta, Jill Gallo, Lena Mason, Steve Miner, Alta Northcutt, Margaret Pierce, Sharon Spence, Stephanie Stainback

Mikki: workers need a larger/constructive part of the feedback loop in manager training

Item 6.) NEW BUSINESS: (15 minutes)

6-1 Hire new interim Recorder – Carena Dewis

Contract and payment:

The payment is made at program specialist level 1 step 1 hourly rate. Rate is the amount that would be paid to backfill the job by a temp hourly employee. The interim recorder will be paid on a month to month basis as an independent contractor from the present date until Sharon Spence is fully released to return to work or the end of the term year, whichever comes first.

When the new Recorder is elected, they will not be paid, but will have release time of 10 hours per week.

Motion moved by Mikki, seconded by Margaret, 6 ayes, 0 no, no abstentions: approved

6-2 Selection of new Board Member to fill position vacated by Steve Miner

A) **Process:** President appoints, with prior approval of the Board. This position will be to fill the vacated position, which had 1 year 3 months remaining of the term.

B) **Communication:** Mikki will draft an email with Stephanie regarding the appointment of the board member.

C) **Recommendation:** Margaret moves, Janus seconds, no abstentions, no nos, 6 ayes, unanimous vote to approve **Anya Finke** to fill open board member position vacated by Steve Miner.

6-3 Political action campaign, long term loans:

Approve Treasurer for PAC

Janus recommends to approve Rose Chavez as PAC treasurer. **Margaret moved.** Lori seconded. 6 ayes, 0 no's, 0 abstentions: unanimous approval.

Janus: PAC voted by email. There were 18 responses in favor via email – unanimous.

Margaret: We are voting on the recommendation from PAC for the board to confirm the approval of Rosa Chavez as their appointed PAC treasurer.

Board approves PAC nomination and Approves Chavez as treasurer

Janus and Brad will produce a plan of action and a report for the board.

Loan:

Loan payment: Clarify: terms, amount owed and amount due.

Janus and Brad are working on the loan terms.

There will be a PAC treasurers report to the union for loan repayment, and what is owed

Stephanie: PAC report: a) to the board, b) general membership

Item 7.) OLD BUSINESS: (15 minutes) None

Item 8.) INFORMATIONAL ITEMS:

Lori: Cathy Van Loon does the CCEU books not the PAC.

Stephanie: Cathy needs to set limits – what she is fine doing, what she does not wish to do.

Mikki: what impact is being had on Cathy – is it more work than CCEU work?

Cathy's input was needed to ensure that the correct government forms for PAC were filed with State.

Regular reports from Officers should be at 2nd meeting of the month

Job descriptions – Margaret, Mikki & Janus are completing these.

Item 9.) ADJOURN REGULAR SESSION: TIME 1:04 PM

Item 10.) SPECIAL SESSION: None