

**CUPE LOCAL 3742 General Meeting**  
**Minutes**  
**Sept 23, 2023**

1. **Acknowledgement of Ancestral lands** P. Bass
2. **Equality Statement**
3. **Roll Call of Officers** B. Sanderson  
  
President Paula Bass  
Vice President Denise Naef  
Secretary Treasurer Cindy Siemens  
Recording Secretary Becky Sanderson  
Executive Shop Steward Juan Hernandez  
Membership Officer Cindy Hedstrom  
CUPE National Rep John Gibson – Sends regrets.  
Trustee 3 Year Shawn Bortolon – Sends regrets.  
Trustee 2 Year Erin Savard  
Trustee 1 Year Linda Anderson
4. **Agenda**
5. **Minutes: General Meeting of May 6, 2023,** B. Sanderson
6. **Treasurer’s Report:** C. Siemens m/s-[Caralyn Hoffman](#)/c
  - May, June 2023 (year end), July 2023 (new year)
  - July – December Budget m/s-[Jill Greenlees](#)/c
7. **Executive Report:** P. Bass
  - LIF and Spring Break:  
[Spring Break is, working an extra 7 mins a day and will be scheduled by admin.](#)  
[LIF has been changed to 45 mins a week, as we came close/run out of money last year. It was made clear if we ran out of money they weren’t going to pay.](#)  
[LIF is/can be used for Staff meetings, consultation, Popart learning, students who need visuals but not for supervision.](#)  
[Q: Does Admin know how LIF can be used?](#)  
[A: Union president was cc’d on the email and saw good information being shared, but whether Admins understand or use the info properly with our members, is what we are trying to figure out. Please let the union know if you believe your school is using the LIF incorrectly or if you have any questions.](#)  
[Q: What if a member is donating time?](#)  
[A: Let union know, union will contact business manager, as it is the admins job to ensure members are taking their break.](#)  
[If you need to stay for those extra mins/hour, email admin and get their approval for pay. Don’t work for free.](#)
  - WorkSafe Forms and VIR (Violent Incident Report)  
[VIR does not go beyond SD57, so please make sure to fill out the 6A form as well from WCB. On WCB 6A form call it a “near miss” on the form, even for mental health issue/ PTSD could happen months/years ahead, we need that paper trail and those near misses recorded, to help member’s claims in possible future.](#)  
[WCB has an issue with our VIR as it asks the members to rate incident, mild/moderate/severe, but](#)

each case can be different from member to member, based on each owns capability. What might be considered mild or moderate for one member might be severe for another member.  
 SD57 use to do WorkSafe workshops on Pro. D. Days for employees, we the union are pushing back saying we want/need these back for our members on Pro. D. Days.  
 CUPE 3742 is working on planning a BBQ on a weekend, hopefully April/May meeting, and have an information session regarding WorkSafe.

**8. Membership Officer Report:** C. Hedstrom

908 members, 28 new members, 53 withdrawn, 6 retired.

Q: Why so many withdrawn?

A: Roughly money issue, and needing to make ends meet, get paid same amount/more and work year-round, and some members retired.

**9. Grievance Report:** J. Hernandez

2019-08 Contracting out	In Abeyance (IE elders)
<del>2023-05 Contracting out</del>	<del>Stage 3 withdrawn</del>
<del>2023-06 Job Titles</del>	<del>Stage 2 withdrawn</del>
<del>2023-07 Consultation IEW Art 18</del>	<del>Withdrawn stage 3</del>
2023-08 Qualifications	Stage 2
2023-09 Qualifications	Stage 3

**10. New Business:**

- Motion: That CUPE 3742 donate \$500.00 to Victoria McGivern to aid in her Recovery.  
Denise Naef m/ Lynn Hardy s/c

**11. Oath of office for elected officials:**

Paula Bass, Cindy Hedstrom, and Becky Sanderson. Shawn Bortolon to do oath at next meeting.

**12. A.O.B. (any other business)**

Caroline Hoffman – CUPE education, there is a lot of courses online, check out on CUPE education. if on a workday, members will need to ask for approval from Union. When signing up watch carefully for times as the courses are not always held during BC time.

At the union office we have Large and XL orange t-shirts left, free! please email Paula.

**13. Good & Welfare**

6 Door prizes (\$25 Gift card): Lynn Hardy, Jill Greenlees, Caralyn Hoffman, Donna Stephan, Paula Bass, Jen Tyler

50/50 draw: \$26.50 Lynn Hardy

General Membership Meeting
Oct 14
Nov. 18
Jan. 20
Feb. 24
April 13
May 4

June 8

**May 29, 2024, Election Day:**  
**Vice President**  
**Secretary Treasurer**  
**Executive Shop Steward**  
**Trustee 3 year**