

**Juneau Chapter Meeting Agenda
ASEA Local 52 Juneau E-Board
December 1, 2021, Zoom, 12:00 P.M.**

I.CALL TO ORDER

A quorum for membership meetings shall be 4 EB officers.

II.ROLL CALL

1. Officers

- a. President – Paul Kelly (Present)
- b. Interim Vice President – Michelle Morris (Present)
- c. Secretary – Supanika Ackerman (Present)
- d. Treasurer – *Vacant*
- e. Executive Board Member #1 – Leimomi Martin
- f. Executive Board Member #2 – Rachel Iafolla (Present)
- g. Executive Board Member #3 – John King (Present)
- h. Trustee #1 – *Vacant*
- i. Trustee #2 – *Vacant*
- j. Trustee #3 – *Vacant*

2. Officer Rolling Tally of Unexcused Absences

- a. President – **0**
- b. Vice President – **0**
- c. Secretary – **0**
- d. Treasurer – **0**
- e. Executive Board Member #1 – **0**
- f. Executive Board Member #2 – **0**
- g. Executive Board Member #3 – **0**

Members: Jeremy Reynolds, Shannon Guillory

Staff: Reber Stein, Lizzie Solger

III.APPROVAL OF MINUTES

1. November 11, 2021.

Rachel moved to approve the minutes. Michelle seconds. Motion passes unanimously.

2. October 14, 2021 – Revised

Rachel moved to approve the minutes. Michelle seconds. Motion passes unanimously.

IV.APPROVAL OF AGENDA

V.OFFICER REPORTS

1. President's Report

Presidents' meeting report:

Talked a little bit about contract negotiating committee. Gave heads up about November negotiations and those dates. Talked about convention and logistics around that. That will be happening mid to late March of 2022. In order to make the logistics work, Headquarters is requesting we have elections for convention by December 19th. Email in inbox. All paperwork due February 2nd.

Trying to form an elections committee now. Set Election date on 19th, assuming if more than 12 people apply to be delegates. Deadline to apply is December 16th.

Received a presentation on the free college tuition benefit. Sam Harris will set up a presentation for membership. More information can be found at: <https://freecollege.afscme.org>

Upcoming state e-board meeting on December 7th on updates to the convention. International convention is also happening in Philadelphia from July 16-20th.

- a. Appointed Supanika Ackerman to the Strategic Plan Committee
2. Secretary's Report
 - a. No votes held by email since previous regular Executive Board meeting
3. Treasurer's Report – to be given by President
 - a. New signers at AlaskaUSA
 - b. Financial Report
 - i. \$36920.74 balance.

Michelle: Need to meet to determine who is taking over treasurers' duties. Also, need to follow-up from payment from Headquarters.

4. Committee Reports
 - a. **Audit Committee** (Jeremy Reynolds - chair, Shannon Guillory, Adam Bauer)

FY21 Audit Committee: Things did get better as opposed to previous fiscal years. Did not have access to all cancelled checks due to high turnover in treasurers position: lots of red marks/not applicable. Did not have access to expense reports, minutes, lease agreements, contracts, or memorandums. Audit findings have been submitted via email. Audit went smoother than last audit. Recommendations to store minutes in drive and make sure audit committee has access.

- b. **Recruitment Committee** (Rachel Iafolla - chair, John King, Paul Kelly)

Lovely first meeting two weeks ago. We came up with 3 essential tasks: 1) Getting folks to the meeting 2) Re-establishing Juneau chapter presence 3) Recruiting to the e-board.

New Year Message: Hello from the E-board and here are our goals for the year.

Going to Stewards meeting to recruit them to help. Paul will get a list of union members and get survey data for folks who were interested. Email will go out for later this month for the next recruitment committee meeting.

Paul: Started monthly email. Hope other e-board members may help send it in the future.

Michelle: Rich Clyme always gives floor to e-board member. Good to attend Steward meeting.

Rachel: Since Michelle/Paul are already stewards and attend stewards meetings, could you reach out to them.

Paul: Maybe invite Rych to attend and give Stewards report at future E-board meetings.

c. **Strategic Planning Committee** (Paul Kelly - chair, Rachel Iafolla, Supanika Ackerman)

Had 2 meetings. Set some goals/how we want to make progress as a committee. Our first goal was setting goals! We came up with a draft mission: "Make Juneau the best place to work for all state employees." Vision: Active & Engaged members working in solidarity for each other and the community. Motto: "For the members, by the members" Potential contest for a logo for our chapter.

3 draft goals: Build Cohesiveness, Support & Uplift Members, Promote Juneau

Next month finalize plan for achieving those goals, February: finalize metrics for achieving those goals, and March to deliver to e-board and get feedback.

VI.UNFINISHED BUSINESS

1. Holiday party/event update

Dates for potential rental of Savikko Cabin. Michelle liked Sunday afternoon 1-3pm timeslot because its still light out. After the new year would be a good time. Potentially January 9th (Right after Juneau School District break) 16th (MLK long weekend) or 23rd? John will check out website and send follow-up email.

Rachel had also looked up the drive-in and it didn't seem like an option since dates weren't good and potential cancellations for weather.

VII.NEW BUSINESS

VIII.ANNOUNCEMENTS

Dick Isaac has retired, so just Lizzie in the office right now.

IX.SET DATE/AGENDA FOR NEXT MEETING:

Next Membership meeting: December 14th at Noon.

Next E-board meeting: January 12nd at Noon.

X.

XI.ADJOURNMENT

Supanika makes motion to adjourn. Michelle seconded. Adjourned at 12:50pm.

Calendaring events for 2021 and 2022

1. Quarterly meetings:

a. November/December 2021

- i. March 2022 convention initial planning: resolutions, constitutional amendments, committee work
- ii. Nominations for convention delegates 90 days prior to election in January

b. January 2022:

- i. FY23 budget committee member solicitation
- ii. Election for convention delegates
- iii. Multiple convention planning meetings for delegates

c. ASEA 2022 Biennial Convention TBD (March)

d. April 2022:

- i. Delegate report back to membership from convention
- ii. 4th of July parade prep: purchase swag, make banners
- iii. Present draft FY23 budget to membership
- iv. Biennial international convention prep organized by HQ
- v. Labor Day party?
- vi. Holiday party?

e. International 2022 Biennial Convention TBD (June / July)

f. July 2022:

- i. Vote on FY23 budget
- ii. Start FY22 audit, including Trustee board positions
- iii. Regular elections will be held in September for P, S, EB1, EB2, T3
- iv. Election committee members for September regular election

g. October 2022:

- i. Install new officers within 10 days of tabulation of votes (protest period) from election in September at a chapter meeting
- ii. International delegates report back to membership from international convention