

**Juneau Eboard Meeting Agenda**  
**ASEA Local 52 Juneau Membership**  
**August 9, 2023, 5:30 P.M.**  
**Zoom**

**I. CALL TO ORDER**

A quorum for Eboard meetings shall be half of all seated members (5 members).

Paul called meeting to order at 5:42 PM.

Tanya established a quorum.

**II. ROLL CALL**

1. Officers
  - a. President – Paul Kelly **Present**
  - b. Vice President – Randy Sutak **Present**
  - c. Secretary – Tanya Howard **Present**
  - d. Treasurer – Adam Bauer **Present**
  - e. Executive Board Member #1 – Dayna Mackey
  - f. Executive Board Member #2 – Grant Mitchel
  - g. Executive Board Member #3 – Ian Sexton
  - h. Trustee #1 – Mary McRae **Present**
  - i. Trustee #2 – Will Muldoon **Present**
  - j. Trustee #3 – *Vacant*
2. Officer Rolling Tally of Unexcused Absences for Eboard Meetings
  - a. President – **0**
  - b. Vice President – **0**
  - c. Secretary – **0**
  - d. Treasurer – **0**
  - e. Executive Board Member #1 – **0**
  - f. Executive Board Member #2 – **1**
  - g. Executive Board Member #3 – **0**
  - h. Trustee #1 – **0**
  - i. Trustee #2 – **0**
  - j. Trustee #3 – **Vacant**
3. Consider request(s) to be excused from today's meeting  
**Motion made to excuse the following from today's meeting.**  
**Tanya moved, Adam seconded, Passed unanimously.**
  - a. Ian Sexton, currently on FMLA
  - b. Dayna Mackey, taking care of mom

**III. APPROVAL OF AGENDA**

**Motion to approve the agenda.**

**Tanya moved, Adam seconded, Passed unanimously.**

**IV. ICEBREAKER – If you could go anywhere on vacation, where would you go?**

**V. CONSENT AGENDA – Approved as one item. “I move the consent agenda.” Any member present can raise their hand and request an item to be considered separately.**

**Motion to approve consent agenda.**

**Adam moved, Randy seconded, Passed unanimously.**

1. Approve the Minutes from the Eboard Meeting July 12, 2023
2. Approve the Secretary's Report on votes held by email since July 12, 2023

1. July 30, 2023 Adam moved “I would like to make a motion to spend 239.76 from our chapter membership communications budget line for payment of our annual hosting fees with Siteground web hosting. Reimbursable to Adam Bauer after credit card payment.” – Tanya seconded
2. Votes in favor: 3 – Not voting: 3 – Motion has not passed
3. Accept August 7 Treasurer’s report
4. Approve spending \$239.76 from our chapter membership communications budget line for payment of our annual hosting fees with Siteground web hosting. Reimbursable to Adam Bauer after credit card payment.

#### VI. Staff updates

Heidi mentioned last time going overspending some of the reserve for Juneau Chapter Funds and would like to see it utilized to advance the membership in Southeast Alaska. Heidi will send Paul a more detailed list of items in the next week, so we have it before the membership meeting on the 22<sup>nd</sup>. Swag increases visibility in public and in the workplace, and you could spend between \$2,000 and \$10,000 and it would be beneficial. She shared a big event that was happened up north and raffling off large items for those who attend events. Chapter sponsored events like sponsoring a meal at the convention and would be happy for Juneau Chapter to sponsor a meal and they would display the chapter and acknowledge us. Having a chapter banner is great to have, especially during the legislative session. Chapter mailers to current and new members, such as post cards and greeting cards. Sponsor a youth team or have your banner up at sporting events at a sponsor. Tanner mentioned with the contract expiring now is the time to get organized and visibly, “Organizing is what is going to give us the strongest voice at the table.” Paul mentioned that we have some of the items in the budget such as swag and logos. Heidi mentioned possibly having the logo professionally done. Adam reminded me that we need approval from the membership and if we could have a budget request that included those items that might be a better way to approach it. In the chat, Mary agreed these were good ideas and liked the idea of employee recognition award with the prize being potentially swag or money and welcome letters and postcards and include our email on it.

#### VII. Committee updates

1. CLC Delegation Report – Supanika  
Supanika met on Tuesday and are in the process of getting ready for the Labor Day Picnic which is Monday, September 4<sup>th</sup> from 11AM-2PM. She let them know that we have stuff for donation to the meeting. It was requested to see if Randy could do the ribs and he will check his schedule.
2. Volunteer Committee Report – Paul  
Paul reported that we have had some trouble getting enough volunteers for serving at the Glory Hall. Supanika was able to gather enough to serve adobo and Supanika will be taking over the planning of that event. He has reached out to the teachers who were renting the house that got lost to the river in the recent flood and plans to meet with them to see what kind of needs they may have. Folks responded to the newsletter to help with the Glory Hall dinners and looks like we may be growing our volunteer group. Mary thanked Adam for getting a sign up page on the website for dinner at the Glory Hall.
3. Party Planning Committee – Tanya

Tanya mentioned that the committee had not met since the last meeting. There was a survey that was supposed to go out to the membership, Supanika confirmed we have 13 responses so far.

4. Logo Contest Committee – Adam

Paul asked what the thought was of having it professionally done. Adam thinks this would be the best direction and can we put it in an existing budget line, he reviewed the budget and there is no current line we can take the funds out. Paul mentioned we will need to add that to additional expenses. Tanya asked if we could reach out to the membership for ideas or elements they would like to see in the logo. Mary said she has seen maybe having multiple ideas designed and allow membership to choose. Tanya agrees that would work if the three options are clearly different with different elements.

5. Audit Committee Status – Mary

Will mentioned we need the email issue resolved in next day or two. Mary shared they are still waiting on the materials so that they can do the audit and they may not have been provided to Adam yet. Adam added a blurb on the website asking for others who may want to join the committee. Adam has the documents for the audit and is working on getting them together for the audit committee.

## VIII.UNFINISHED BUSINESS

1. Email accounts

Paul and Adam will set up a time to work on these.

## IX.NEW BUSINESS

1. Agenda for membership meeting

Paul asked Supanika amount needed for food for the membership meeting. Supanika requested up to \$150.

Motion to spend up to \$150 for food for the membership meeting.

Adam moved, Randy seconded, Passed Unanimously.

a.Appoint Elections Committee

Elections are next month and so need to decide times and places for elections to be held.

b.Ideas to spend down funds

During worksite meetings other ideas were helping the flood victims and helping small businesses, owned by members. Mary mentioned in the chat to post something on the website for members to suggest spending ideas without attending a meeting. Adam mentioned adding the proposal coming from Heidi. Adam confirmed that savings is approximately \$90,000. Adam shared that to help the flood victims we really need to know specifically where the money is going. It was mentioned that the Red Cross might have good information on who was impacted and make sure we are not duplicating what is already being taken care of. Mary mentioned that we need to have a very robust process in determining how we give money to specific members so that are documenting how spending is decided. Paul mentioned if we decide to give grants to small businesses what do we need and it was decided we need to have more information. Mary mentioned we may want to contact the SBDC to see what is a meaningful amount for a small business and clarify how we determine if someone has a small business.

- c. Resolution in solidarity with SAG-AFTRA, WGAW, and WGAE  
Paul mentioned the idea of supporting this and Adam wanted to know ideas, which Paul shared as maybe posted on website or press release.

**X.ANNOUNCEMENTS**

Paul mentioned we appreciated Grant while he served on the board.

**XI.SET DATE/AGENDA FOR NEXT MEETING:**

1. Eboard  
Wednesday, September 13<sup>th</sup> at 5:30 PM.
2. Membership – No later than first Wednesday in October  
Wednesday, October 4<sup>th</sup> at 5:30 PM.

**XII.ADJOURNMENT**

Motion to adjourn.

Adam moved, Randy seconded, Passed unanimously.

Paul adjourned the meeting at 6:28 PM