



General Meeting Minutes

THURSDAY, MARCH 14, 2024 via ZOOM

Present: Joan Kaun, *CORFA President*; Sheena Svitich, *CORFA VP*; Kevin Boehmer, *Chief Bargainer*; John McDonough, *CORFA Member-at-Large*; Ben Tippet; Jo Ann Smith, *CORFA Treasurer* and Pamela Hellewell, *CORFA Executive Assistant*.
Kristie Krisher, Sharon Demaine, Karin Fraser, Benjamin Hellewell, Caley Ehnes, Greg McCallum, Noelene Terblanche, Karin Ogilvie, Anna-Marie Rautenbach, Oludare Sokoya, Diana Dearden, Jan White, Michele Sam, Chizoba Anoliefo, Vance Mattson, Leanne Caillier-Smith, Larry Maki, Diana Dearden, Vance Mattson, and Lynn Wood.

Called to order at 4:39pm

1. Order of Business - Joan Kaun, President

a. Territorial Acknowledgement

Joan welcomed everyone and acknowledged that as part of the College of the Rockies we have the privilege of working on the traditional lands of the Ktunaxa and Kinbasket People.

b. Approval of the Agenda

Motion: To approve the March 14, 2024 General Meeting agenda as presented.

Moved by Sharon, second by Kevin. Carried.

2. Minutes - Joan Kaun, President

a. General Meeting Minutes - Nov. 21, 2023

Motion: To approve the March 21, 2023 General Meeting Minutes as presented.

Moved by Kevin, second by Sharon. Carried.

3. Reports

a. President, Joan kaun

Over the past several months, Joan has kept busy with far too many meetings, several trips to Vancouver, and regular union business.

Joan hopes the monthly newsletters help to keep members up-to-date on union activities, business, and other interesting or fun information. The Executive continues to meet monthly and Joan meets with Sheena and Andrea weekly to discuss grievances, potential grievances, and issues we become aware of through a multitude of pathways. Membership is encouraged to reach out and ask questions anytime. If you get that uneasy feeling about something, definitely let us know.

The annual seniority list was circulated and a few faculty have requested second functional areas. The updated list should be posted to SharePoint soon.

Plans are underway for our Annual General Meeting on April 24. Joan hopes many will be able to attend in person, there will also be a Zoom option for those who can only join us virtually.

b. Vice-President, Sheena Svitch

Sheena gave a verbal report highlighting the meetings and events she has attended. February was busy with meetings, including board meetings, stewards meetings and committee meetings. A couple things to highlight were the CORFA Bowling event and the Policy Info Sessions held on March 5, 2024. The Bowling event was well received and the members that did attend had a lot of fun. Sheena awarded 2 members with "Best dressed" to Jeff Quinn and "Best bring your own costume elements" to Kristie Kushner. The Communications and Engagement (Fun) Committee are working hard on planning the next event this spring.

c. Chief Steward, Andrea Hyde - absent

d. Chief Bargainer, Kevin Boehmer

Kevin gave a verbal report updating the membership on meetings and Bargaining prep for next year is in the planning stages. Kevin has been working on release time and prepping for the bargaining process that is set to begin Dec. 1st. Friendly reminder to membership to use up their health spending account by March 31, 2024. Kevin had personally reached out to everyone who hadn't spent it. There is a wage increase coming (should be announced next week) and will be reflected starting in April, it will be somewhere between 2%-3%.

e. Treasurer, Jo Ann Smith

Jo Ann reviewed CORFAs Income Statement and Balance Sheet, highlighting some important accounts (see attachments for financials). Jo Ann explained that these reports are reflecting CORFAs financial status up until Feb 29, 2024. Some important highlights: Banking fees - new account, EKDL Dues - new account, Gift Fund - this account is hard to budget as it is unpredictable on who will get sick, lose loved ones, retire, etc. Human Rights campaigns have been under spent due to COTR taking on more of these events CORFA will be adjusting the budget for next year to reflect these changes. Member Engagement is under spent but some CORFA swag will be purchased before year end. Office Supplies are higher than normal due to the new printer, the cost for printer ink and having someone in the office now, this account as well will be adjusted for next year's budget. Release time is looking to be close to the predicted budget, CORFA is still waiting for Jan to April invoices. Lastly, Event: Activities should end on budget, the Bowling event expenses are still coming in. Jo Ann reviewed the Balance Sheet as at 11-3-2024 (attached), the main highlight was the updates on the Investments in GIC. Jo Ann shared the re-allocation of investments into 9 GICs.

4. Business Arising

a. Policy approvals - Sheena Svitch, Vice President

On March 5, 2024 Sheena and the CORFA Executive hosted Policy Info sessions with two time options for members to attend, ask questions, discuss and review the policies being brought forward to the membership today. Below are the following policies:

C.1.3 Confidentiality and Cabinet Solidarity

Motion: The CORFA Executive move that the general membership approve the **C.1.3 Confidentiality and Cabinet Solidarity** policy.

Moved by Sheena / seconded by Greg M. Carried.

C.1.4 Electronic Communication

Motion: The CORFA Executive move that the general membership approve the **C.1.4 Electronic Communication** policy.

Moved by Sheena / seconded by Sharon D. Carried.

C.1.6 Electronic Device

Motion: The CORFA Executive move that the general membership approve the **C.1.6 Electronic Device** policy.

Moved by Sheena / seconded by Caley E. Carried.

C.2.5 FPSE AGM

Motion: The CORFA Executive move that the general membership approve the **C.2.5 FPSE AGM** policy.

Moved by Sheena / seconded by Diana D. Carried.

C.2.6 Union Education

Motion: The CORFA Executive move that the general membership approve the **C.2.6 Union Education** policy.

Moved by Sheena / seconded by Leanne C. Carried.

C.2.11 Environmental Sustainability

Motion: The CORFA Executive move that the general membership approve the **C.2.11 Environmental Sustainability** policy.

Moved by Sheena / seconded by Leanne C. Carried.

C.4.2 Spending and Banking

Motion: The CORFA Executive move that the general membership approve the **C.4.2 Spending and Banking** policy.

Moved by Sheena / seconded by Diana D. Carried.

Section 6 – Annual General Meeting (CORFA)

Motion: The CORFA Executive move that the general membership approve the **Section 6 – Annual General Meeting (CORFA)** policy.

Moved by Sheena / seconded by Greg M. Carried.

5. New Business

a. Annual Financial Internal Review - Joan Kaun, President

Article VII of our constitution reads:

Financial Oversight. The financial records will be subject to an annual internal review by one member of the CORFA Executive and two other members not on the Executive. The reviewers will be appointed by the Executive and confirmed by the general membership. The members may, by means of a Special Resolution, direct the financial records to undergo further review or audit, if there is cause to believe this is necessary.

Members may inspect the Union's records and books at a time convenient both to the members and to the Finance and Investments Committee.

The CORFA Executive has reached out to a couple of members to fill this need, but if any member is interested, please contact Kevin Boehmer for details and to volunteer. We are hoping this process will only take a couple of hours in late May or early June so the annual report can be produced and circulated by mid-June.

b. Annual General Meeting - Joan Kaun, President

i. Date and Location

Wednesday, April, 24, 2024 at 5:00p at the Cranbrook Golf Club. We will also set up a Zoom link for those of you who can only join us virtually. Details will be sent through an Outlook invitation by the end of next week. The proposed budget will also be circulated within 30 days of the AGM.

ii. Elections

Executive positions up for election are President, Vice-President, and Member at Large. There are several FPSE, COTR, and CORFA committee positions that will also be up for election. A full list along with a nomination form will be circulated soon. Joan will also contact anyone whose term is expiring.

6. Adjournment at 5:20pm