

**CUPE 3550 Building
Society Executive Minutes
March 13, 2023**

1. Roll Call of Officers:

President – Amy Bernier
 Recording Secretary – Deanne Ruel
 Treasurer – Ian Waugh Absent / Colleen Nash (acting Treasurer (absent))
 Executive Board Member – Loreen Holenko
 Executive Board Member – Mandy Lamoureux (Absent)
 Members- at- Large - Jorge Illanes
 Trustee – Shari York, Gussie Grimstad (Absent)

Quorum Yes No (Quorum: At least 50% of the members of the Executive Board)

2. Additions to/Approval of Agenda

No Additions

Moved: Deanne Ruel/2nd: Loreen Holenko/Carried

3. Minutes

March 7, 2023 minutes were reviewed.

Motion made by Deanne Ruel to accept minutes of past meeting: 2nd Jorge Illanes/Carried

4. Matters Arising from the Minutes

5. Treasurer's Report & Bills –

Reporting Scotia Bank Statement Period: January 1 - 31, 2023

Bank Opening Balance January 1, 2023	\$45,385.22
Bank Income: Deposits/Credits	+\$3,500.00
Bank Ending Balance (Total Cleared Transaction)	\$48,885.22
Expenses paid & uncleared this statement period	-\$5.00
Income received & uncleared this statement period	+\$0
Register Balance January 31, 2023	\$48,880.22

Reporting Scotia Bank Statement Period: February 1 - 28, 2023

Bank Opening Balance January 1, 2023	\$48,880.22
Bank Income: Deposits/Credits	+\$3,500.00
Bank Expenses: Check 33 - Shajani LLP Accountant	-\$2,625.00
Bank Ending Balance (Total Cleared Transaction)	\$48,885.22

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Expenses paid & uncleared this statement period	-\$5.00
Income received & uncleared this statement period	+\$0
Register Balance January 31, 2023	\$49,750.22

Notes to Financial Report: Prepared By Colleen Nash

March 10, 2023 all bank reconciliations for the period of November 2022 to February 2023 were completed in Quickbooks, reports printed and a backup of the software was completed. The building society financial records are currently up to date.

MOTION: that the Treasurer's report be accepted as presented (or corrected) Amy Bernier/2nd Shari York/Carried

6.	Executive Committee Report
7.	Other Business
1.	It was discussed and decided that we do really need to enter into a contract with Local 3911 regarding the space they are using in our building. It can be an in kind agreement however the need to charge for cost recovery is essential. For instance, when they set off the alarm and some annual cleaning fees. Also it is important that we are covered with our building insurance to have them use this space.
2.	The 2023 Property Tax Assessment came in and the value of the land and buildings has increased from \$912,000 to \$1,140,000. This is good for a resale value. In the meantime it will mean that the property taxes will increase also.
3.	Amy created a gmail account for the Building Society. It is: 3550buildingsociety@gmail.com . Amy will ask Janice to include this on the local's website.
4.	The landscaping contract will be renewing in October and we would like to have 3 independent quotes as we are looking at moving companies.
5.	Amy will get the name of a company to get quotes on outside window washing done
6.	It was discussed that we presently do not have any emergency exit maps located in the building nor is there a set muster point and we will work on getting that together. Should the staff in the union office practice fire drills? We will need to establish a muster point. Loreen offered to create a map for us.
7.	We discussed the concern about the parking lot as it is sinking. We will revisit this concern after Ian returns from his leave as he was in charge of getting quotes.
8.	There was a slight change with the lighting work that is being done, where the actual pot light differs slightly. The members present approved this amendment as it does not change the cost of the quote.
9.	We will discuss at the next meeting the maintenance of the building ie: carpet cleaning
10.	We will discuss in the fall how we can work in a Sip N See event for the year end BBQ next year. Perhaps on Sept 11

MOTION: To adjourn at 5:45: Moved: Amy Bernier/2nd :Deanne Ruel /Carried