

## **MINUTES OF THE YC-AFT LOCAL 4952 EXECUTIVE BOARD, OCT. 16, 2010**

\_X\_ Jim Kitchen (President); \_\_ Jim Schulte (Vice-President, Campus Rep., Woodland); \_X\_ Jay Batchelder (Secretary-Treasurer, Campus Rep., Marysville); \_X\_ Doug Harris (Chief Negotiator); \_X\_ Julia Green, (Grievance Officer, Campus Rep., Marysville) \_\_ Elaine Robinson (Campus Rep., Marysville); \_X\_ Bob Cassel (Campus Rep., Woodland); \_X\_ Annette Lee (Campus Rep., Lake); \_X\_ Mary Benson (Membership Chair); \_X\_ Jodi Azulai (Newsletter Editor), \_\_ Dwayne Peters (Bookkeeper); \_\_ Brian Doyle (CFT Rep.).

- I. CALL TO ORDER/INTRODUCTIONS: By Jim Kitchen at 12:10pm in Williams, CA.
- II. ADDITIONS/APPROVAL OF AGENDA: Approved as is.
- III. APPROVAL OF MINUTES: Motion to approve minutes of the YCAFT Executive Board meeting held September 11, 2010, with one addendum under Article VIII, noting that a meeting was held August 7, at which a quorum was not present, so no business was transacted (Cassel, Green). Motion passed.
- IV. FINANCIAL REPORT:
  - A. Dealing with Financial Problems: Dwayne Peters was not present, but Jim Kitchen reported that due to a delay of release time funds owed us by the district, our main checking account was nearly depleted, with some expenses still unpaid. Jim and Dwayne were following up on the issue of the delayed funds, but Dwayne had requested a temporary transfer of funds from one of our reserve accounts.
    1. Jim recommended transferring the funds from our primary reserve account.
    2. Jim also recommended closing the second reserve account (originally reserved exclusively for large legal fees, but deemed no longer necessary).  
Motion to move \$10,000 from first reserve account into main account and to close second reserve (“legal reserve”) account, also transferring its balance into the main account (Benson, Cassel). Motion passed. Jim and Jay will go to the bank after this meeting to transfer funds and close the second reserve account.
  - B. Report on Agency Fees and Membership Dues: Jim reported that we collect between \$5000 and \$6000 per month in fees and dues, and pay approximately \$4000 in per caps to AFT, which appears to be more than we should be paying based on our numbers.
  - C. Report on Per Caps: Mary reported that she has up-to-date membership numbers from AFT, but she does not have the invoices from them, which show the amounts they bill us each month. Dwayne has the invoices. Mary spoke to the ongoing issue of an apparent discrepancy between our actual membership rolls and the numbers for which AFT has been charging us. They seem to have been charging for more members than we have. Discussion ensued, and it was decided that Mary, Dwayne and Jim would meet in order to reconcile the numbers and communicate the problem to AFT. Motion to establish a new policy, that the YC-AFT bookkeeper shall verify membership numbers with the Membership Chair before making each per cap payment (Harris, Benson). Motion passed.

D. Reduce Expenditures or Increase Revenues? Jim spoke to the clear need for a balanced budget. The issue has arisen as our membership numbers have been reduced in the past two years due to layoffs (thereby decreasing revenues), while we have continued to pay per cap invoices that have apparently exceeded what we actually owed. (It should also be noted that CFT/AFT per cap rates are increasing, but we have not increased our fees and dues.) At the same time, increased member participation in union leadership, while a welcome development, has caused our expenditures to increase in various ways.

E. Budget Preparation: Jim wishes to address the conditions described above before the next fiscal year starts, on July 1, 2011. In order to ensure our expenditures do not exceed our revenues, he directed that we have an annual budget prepared by that date. Jim will set up a meeting between himself, Dwayne and Jay to start the process.

V. CORRESPONDENCE: We have received updated AFT membership application forms.

VI. CFT REPORT: Brian Doyle was not present.

VII. MEMBERSHIP UPDATE: Mary Benson reported that all new members have been welcomed and counted. We now have 158 members and 44 agency fee payers.

VIII. GRIEVANCE UPDATES: Julia Green reported no new grievances.

IX. ACADEMIC SENATE UPDATES:

A. YCC—Jim Kitchen reported that district finances are better than expected. There will be more classes added in Spring and a full Summer session, along with a number of new hires to replace retirees.

B. WCC—Jim Schulte was not present; he is in the Republic of Georgia.

X. NEW BUSINESS:

Representatives for District Consultation and Communication Council: Jim Kitchen reported that he is unable to attend the monthly meetings of this committee, to which we are entitled to have an ex officio member. The committee alternates each month between Marysville and Woodland. Doug said he would attend on November 8, and possibly on other dates, in Marysville, and Bob said he or Jim Schulte would attend every other month in Woodland.

XI. OLD BUSINESS:

A. Contract Negotiations: Doug Harris reported on the following issues.

1. Contract Extension: There has been no response yet from Al Alt to our letter about reopening or extending the contract with certain provisions. Doug will contact him again.
2. Allowable Load: State Education Code has changed to allow part-time instructors to teach up to 67% of FTE, changed from 60%. In our letter, we requested the change be addressed in our contract.

3. All Credit Courses: We would also like to adjust the language in our contract that describes our membership.
  4. Extend COLA Clauses for 2011 and 2012: We would like to update these clauses for the appropriate years if reopening or extending our contract.
- B. Hudson Letter: Mary reported that copies have been sent out.
- C. Website Contract: Mary has voluntarily been updating our website and has waived a contract, for which the union thanks her.

XII. NEWSLETTER UPDATE: Jodi discussed upcoming articles and requested submissions.

XIII. MEMBERS' INPUT, CONCERNS, QUESTIONS: None.

XIV. NEXT MEETINGS SCHEDULED:

November 6, Paco's in Woodland;

December 11, TBA in Clearlake.

All meetings at 12 noon.

XV. MEETING ADJOURNED at 1:32pm.

Respectfully Submitted,

Jay Batchelder, Secretary-Treasurer