

G.C.E.A. BOARD MEETING AGENDA

FOR TUESDAY DECEMBER 15, 2009

OUTBACK RESTAURANT

146 S. BRAND BLVD- GLENDALE

BOARD MEETING: 2:00 to 4:00 P.M.

LUNCH WILL BE PROVIDED

ROLL CALL

MINUTES FROM THE NOVEMBER BOARD MEETING

REPORTS

- 1. FINANCE COMMITTEE / TREASURER'S REPORT**
- 2. PRESIDENT REPORT**
- 3. VICE-PRESIDENT REPORT**
- 4. COMMITTEE REPORTS**

OLD BUSINESS

- A. 2010 Budget**
- B.**
- C.**

NEW BUSINESS

- A.**
- B.**
- C.**

GOOD OF THE ORDER

The regular meeting of the Board of Directors was held on Tuesday November 17, 2009 in the Perkins Community Room.

Joe Wilke made a motion to approve October's minutes. Jim Moore 2nd the motion. All in favor.

Finance Report

Since Joy Gaines was out on sick leave Joe Wilke informed the Board that the Finance committee met last week to discuss 2010 budget. Joe reminded everyone that we borrowed \$12,000 from the Mortuary fund account and we will repay the Mortuary fund by the end of November as recorded last month. Joe explained that the Finance committee made drastic cuts because we don't have the funds to support our expenses.

Joe explained that we lost the Verizon Rent income of \$9000 a year but we are currently renting the room to GWP Customer Service for \$4,200 a year. We are still short because we have not increased the dues in past 11 years and it's not covering our expenses any more. Joe went over some of the items we had to cut back on; picnic, Golf Tournament, donations, flowers & gifts and there's a lot more items that we cut back on or took out completely for the year.

Joe proposed three options to the Board;

- 1) To take \$15,000 more out of our CD to cover next year's budget which will bring our CD down to \$38,000.
- 2) To do a one time assessment of a one month worth of dues totaling \$10,000 (which requires only the Board's approval)
- 3) Go out and increase the dues (which we have to take out to the members to vote on)

Craig asked the Board to decide what directions to take and opened up the floor for discussion. Some of the Directors would like Craig and Myrna to check with the City on whether there is any space available for the GCEA office in one of the City buildings. This would save us the rent that we are currently paying. Craig will look into this request.

After a lengthy discussion Mace Lamber made a motion to take a total of \$27,000 (\$12000 for 2009+ \$15000 for 2010) out of the Credit Union CD when it matures in late November. This will cover the remainder of our 2009 shortfall as well as our complete 2010 budget. Don Robie 2nd the motion. All in favor

President Report

Craig mentioned that he is still working on employee's issues as well as going to GCEA Elections presentations.

Vice President Report

Myrna thanked the Directors that made copies of the GCEA Survey for their employees. She also asked that all hard copies be sent to her by fax or email.

Elections

Joe Wilke went over the GCEA Election campaigning schedule. He would like the Directors to inform their sections of the following dates/time;

Tuesday Nov. 17th - 6:30am in the Integrated Waste Training Room

Thursday Nov. 19th - 6:30am at the GWP Yard

Tuesday Nov. 24th - 8:30am in the Central Library Auditorium

Tuesday Nov. 24th - 12:00pm in the Perkins Community Room

Because of the difficulty we had with the last survey we will be having the elections like we have in the past with ballot boxes. Joe would like volunteers to help count the ballots. Bertha Albright, Gina Moore and Jim Moore volunteered at the meeting. We will be counting ballots starting at 5:00pm in the GCEA office. Joe will send out an email with more information regarding the election.

Verbal Counseling Form

Per the Board's request Craig talked with Matt Doyle the H.R. Director about adjust the language on the Verbal Counseling form to say (This memorandum will be removed from your supervisor's file no later than one year from the date of issuance.). Matt agreed on adjusting the form.

GWP Salary Survey

Craig was very disappointed that the City did not follow through with the salary adjustment for the GWP positions that were identified in the MOU.

NEW BUSINESS

IRS Compliance Issues

Craig handed out a document with information on IRS Compliance issues that the City put together dated October 29, 2009.

Craig explained that he was just given this information. Some of the items on the form don't pertain to us. This list was established by an internal audit of how the City handles certain practices. Other local City have been audited and cited for some similar practices that did not conform to the IRS rules and regulations. Craig explained the difference between accountable and non-accountable plan. Some of the Directors felt that the City should pick up the tax since it's a job requirement to wear boots to work in some of the departments. Craig will email everyone the form. Contact H.R. if an employee has any questions.

December's Board Meeting

Next month is our Christmas Board meeting and we will have it at Outback restaurant. We will send out an email with the date/time.

Joe Wilke made a motion to adjourn the meeting. Don Robie 2nd the motion. All in favor

Craig Hinckley
GCEA President