

**AGENDA FOR EXECUTIVE BOARD MEETING – May 25<sup>th</sup>, 2019**

- 1. Call meeting to order.**
- 2. Roll call of officers** - by Recording Secretary
- 3. Territory acknowledgement and harassment policy.**
- 4. Adopting the minutes of the previous meeting** (Motion to adopt report)

*Reading of the minutes of the previous meeting. After the minutes have been read by the Recording Secretary a motion will be made and seconded that the minutes be "approved" (or adopted) as read. Such a motion means that in the opinion of the members, the Secretary has recorded the minutes of the previous meeting correctly. Members will have an opportunity to ask questions or suggest corrections once a motion to adopt the report is moved and seconded*

- 5. President's Report** - (Motion to adopt report)

*Members will have an opportunity to ask questions once a motion to adopt the report is moved and seconded.*

- 6. Table Officers' Reports**-(Motion to adopt report(s))

*Members will have an opportunity to ask questions once a motion to adopt the reports are moved and seconded.*

- 7. Correspondence** – (Recording Secretary)

*This where you will hear reports of any correspondence that has come to the Local. Sometimes a letter or notice will be simply read for information. Sometimes the letter will provide background for an upcoming Officer recommendation. Members will have an opportunity to ask questions once a motion to adopt the correspondence report is moved and seconded.*

- 8. Officers Recommendations**

- 9. Financial report- Financial Secretary** (Motion to adopt report)

*Members will have an opportunity to ask questions once a motion to adopt the reports are moved and seconded.*

**10. Report of the District Reps (Motion to adopt report)**

*This where you will hear reports of the - D3 reps. They will update the membership in regards to arbitrations, bargaining and business of the District, National or International union. Members will have an opportunity to ask questions once a motion to adopt the reports are moved and seconded.*

**11. Report of Standing Committees (Motion to adopt reports)**

*This where you will hear reports of any standing committees of Local 2009 such as Political Action, Safety Council, Human Rights, etc. They will the membership in regards to any work being done on behalf of the committee as well as any new issues or alerts pertaining to subject matter of the committee. Members will have an opportunity to ask questions once a motion to adopt the reports are moved and seconded.*

**12. Report of Units (Motion to adopt reports)**

*This where any member can rise and give a report about business of your individual unit. Members will have an opportunity to ask questions once a motion to adopt the reports are moved and seconded.*

**13. Unfinished Business.**

*These matters are those remaining over from previous meetings. They are usually recorded in the minutes of the previous meeting. The Recording Secretary shall inform the President of any unfinished business so it may be included in the order of business in this section.*

**14. New Business.**

*These are matters which have been laid aside earlier in the meeting or which have come up since the last meeting. There may be new motions come from the floor.*

**15. Good and Welfare.**

*All miscellaneous matters for the good of the Union which should be brought to the attention of the meeting should come to the floor at this time. These matters usually do not require any action by the meeting. They are simply matters of information and education. They could include introduction of a new member attending their first Executive Board meeting or a member who is or has just retired.*

**16. Adjournment.**