

**AFSCME Local 2620
Executive Officers Meeting
Sunday, March 4, 2017
Telephone Conference Phone Call**

Present:

Officers:

President Abdul Johnson - Present
Executive Northern VP Mildred Ingram - Present
Southern VP Eric Young – Present/Late
Treasurer Dalia Banda-Davis - Present
Secretary Cynthia Brannon - Present

Staff:

Senior Business Agent – Cliff Tillman – Present

Guests:

- I. Call to order/Roll Call/Quorum – The meeting of Local 2620 was called to order by President Abdul Johnson at 5:10 pm. Roll call of officers was taken by Recording Secretary Cynthia Brannon.
- II. Review of Agenda
- III. M/S/C - Approve February EO Meeting minutes with correction. Motion by Mildred Ingram, second by Dalia Banda-Davis. Voting results: 3 yes, 0 no, 0 abstain **Motion #1**
- IV. New Business:
 - a. Committee Appointments-GAC Co-Chair –
 - i. Abdul recommended Judy Herman as GAC Co-chair
 - ii. M/S/C – To appoint Judy Herman as GAC Co-Chair. Motion by Mildred Ingram, second Dalia Banda-Davis. Voting results: 3 yes 0 no 0 abstain. **Motion #2**
 - b. NEO Subcommittee Appointment
 - i. Mildred spoke about focusing on areas where our membership is low. Need to focus in these areas with two weeks in the field.
 - ii. Abdul stated this will be a large blitz. Identify which new employee process is in place at each facility and having someone there to attend the new employee orientation. Per Abdul, at least five for each larger department. State pays for release. Some facilities do not have stewards; therefore, another person will be responsible.
 - iii. Abdul recommended Eric Young for the South and Shukimba Carlis for the North.
 1. M/S/C- To appoint Eric Young and Shukimba Carlis as Co-Chairs for the NEO subcommittee. Motioned by Dalia Banda-Davis, second Mildred Ingram. Voting results: 4 yes, 0 no, 0 abstain. **Motion #3**
 - c. Janus Summit
 - i. Members are to map their region and have members know their leaders in their region/facility in case we need to call upon the leaders.
 - d. Membership Cards

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- i. M/S/C – To purchase the 5,000 for \$1125 new member cards from Lithographic Inc. Motion by Eric Young, second by Mildred Ingram. Voting results: 4 yes, 0 no, 0 abstain. **Motion #4**

- e. AMEX Reconciliation
 - i. One of Abdul's duties is to need to be review the Amex statements. President is to review the Amex statements prior to paying the Amex statements. This is part of the check and balance process.
 - ii. Abdul must be checking the checking accounts monthly.
 - iii. Financial Committee needs to be checking the Amex statements.
 - iv. Members can come into the office and review the Amex statements at any time.
 - v. In the interest of cost savings, Abdul delegated Eric Young to review the checking and credit card statements if he cannot due so.
 - vi. All Executive Officers are bonded. Per Dalia, her drivers license is sent all over the state due to having her name on the Union Credit Card for hotels etc. This can lead to identity theft. Changes to the credit card policy will be reviewed by Financial Committee.
 - vii. Dalia has a family member with an emergency surgery and will be taking the week. Cynthia Brannon will be at Lobby Days to help facilitate members reimbursements.

- V. Old Business:
 - a. MasterCard Update
 - i. Reviewed MasterCard option of non-guarantor. Email was sent out several weeks ago.

- VI. Good & Welfare

- VII. Officers Report
 - a. President Abdul Johnson – See report on shared drive
 - b. Executive Northern VP – Mildred Ingram – See report on shared drive
 - c. Southern VP – Eric Young – See report on shared drive
 - d. Treasurer Dalia Banda-Davis – See report on shared drive

- VIII. Staff Reports
 - a. Senior Business Agent - Cliff Tillman – See report on shared drive

- V. Adjournment
 - a. M/S/C – to adjourn at 6:02 PM. Motion by Dalia Banda-Davis, second by Eric Young. **Motion #5** Voting results: 4 yes, 0 no, 0 abstain.