

**CSEA Local 635 Executive Committee Meeting
Minutes of April 5, 2016**

Present: Darlene Duncan, Joe Roberts, Marilyn Loomis, Kelly Spettel

Officer Reports:

Secretary – The minutes for March 15, 2016 were distributed for review. Darlene made a motion to accept the minutes as written. Joe seconded the motion. All in favor, motion approved.

Treasurer – The Treasurer’s report was distributed for review. Kelly made a motion to accept the treasurer’s report. Darlene seconded the motion. All in favor, motion approved.

New Business:

Travel reimbursement procedures – Travel advances for travel can’t be processed until 10 days before travel date. Marilyn received travel advances from Julie and Craig Young for health and safety conference.

T-Shirts – Red and Grey t-shirt with SUNY Oneonta on them are being handed out to custodians and maintenance to wear. Each employee will be given three t-shirts. They are not technically calling it a uniform but are asking employees to wear the shirts. Darlene wants to check with other SUNY institutes to see if they are required to wear uniforms or t-shirts. She believes SUNY Cortland and SUNY Cobleskill are already doing this.

Money for SUNY Union President’s meeting – While at the health and safety conference, Darlene would like to hold a meeting with other SUNY college union presidents to discuss certain issues to see if they are happening on other SUNY campuses. She would like to have some money to buy snacks for the meeting. Everyone was in favor of giving her money for this meeting.

Position in Alumni Engagement – this position has been filled by a temp person for a long time. This position should now be posted. Darlene talked to Hope and the article about temp positions and length of time and that position will now be posted.

Dress Code – maintenance and custodial were told they can’t wear shorts during summer months. Maintenance was also told they have to wear steel toe boots and not sneakers.

Respectfully submitted by,
Kelly Spettel, Secretary Local 635