

| GEB MEETING 04212015   |  |                       |
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| 4.21.2015  | 8:00 a.m - 10:00 AM  | CFSA Office, Cromwell |
| Meeting called by  | President Gary Maynard   |                       |
| Type of meeting  | GEB meeting  |                       |
| Facilitator  | President Gary Maynard   |                       |
| Note taker   | Carolyn Ivanoff  |                       |
| Timekeeper   | Carolyn Ivanoff  |                       |
| Attendees  | President, Gary Maynard; Vice-President, Paul Stringer; Treasurer, Mark Fernandes, Director, Middle School Reform; Shelton Intermediate School Housemaster, Carolyn Ivanoff;<br><b>Absent: Secretary, Richard Cavallaro, Treasurer, Elaine Papas</b>   |                       |
| AGENDA ITEM #1 APPROVAL OF JANUARY GEB MINUTES   | APPROVED   |                       |
| Agenda Topic   |  |                       |
| II. Financial/Secretary Job Description  | <ul style="list-style-type: none"> <li>a. Review Nominations and Job Description of position(s)               <ul style="list-style-type: none"> <li>i. Stipend per diem vs. Salary</li> <li>ii. Mandatory Attendance</li> </ul> </li> </ul>   |                       |
| Discussion   | The national organization is also in the process of combining positions. Discussion and evaluation of proposal of a flat salary of \$3,000 vials per diem for the new, combined position. Mandatory attendance for meetings, etc., was discussed.  |                       |
| Conclusion   | It was decided to go with a \$3,000 salary position and the working "attendance is expected at General Membership meetings."   |                       |
| Action Item: CFSA President Maynard and CFSA Vice President Stringer will be developing a full job description with a salary of \$3,000 paid in twelve monthly installments. The Secretary / Treasurer will be responsible for presenting the budget at the spring meeting. The CFSA budget year runs from July 1-June 30. |  |                       |
| Agenda Topic   |  |                       |
| Agenda Item III  | <b>Articles of Affiliation- Refinement</b> <ul style="list-style-type: none"> <li>i. <b>Reducing Terms of GEB members</b></li> <li>ii. <b>Defining Good Standing</b> <ul style="list-style-type: none"> <li>1. <b>Accounts Receivable Due Date</b></li> <li>2. <b>AFL-CIO, Local Direct Payment</b></li> </ul> </li> </ul>   |                       |
| Discussion   | <p>Good Standing will be defined as written in the constitution.</p> <p>Dan Livingston will be consulted regarding the incursions of the local attorney regarding practices that are damaging to CFSA, its members, and potential members.</p> <p>CFSA will create a new policy for delinquent accounts. It is as follows:</p> <p><i>If an organization is delinquent in paying their dues for a four month lapse, calls will be made and CFSA officers will schedule a meeting with the local to work on the issue.</i></p> <p>GEB meetings are currently on a quarterly basis. They will be kept on a quarterly basis and will take place four times per year.</p> <p>Recruitment of GEB members: Currently Shelton, and New Britian have seats as GEB members and recruitment efforts will continue.</p> <p>Salaries for VP and President will be lowered. Currently President Maynard nor Paul Stringer takes mileage for travel. His current salary of \$82, 000 will be lowered by \$14,000. Vice President Stringer's current salary is \$45,000 and will be lowered to \$35,000.</p> |                       |
| Conclusions  | Statements for discussion will be followed through.  |                       |
| Action Items: Discussion regarding GEB, officers, and good standing will be followed through according to statements made above.   |  |                       |

| Agenda Topic  |   |
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| <b>Agenda Item V</b>  | <b>CFSA GEB Secretary &amp; Treasurer Positions: efficacy, goal setting, rewriting/defining role of positions</b>   |
| Discussion  | <p>The positions will be combined. Discussion regarding how to combine the positions, job descriptions, and title of the combined position were discussed.</p> <p>The Constitution will need to be amended to reflect the combined positions. The committee to draft the necessary amendment/changes will be Mark Fernandes, Carolyn Ivanoff, Paul Stringer, Gary Maynard. It was agreed that 8:00 a.m. is the best time to meet. Details will be sent.</p> <p>Discussion of the composition of the GEB was discussed. Along with the President, Vice President, combined Secretary/Treasurer position, three other GEB members are necessary. Recruitment of a third GEB member will commence. Elections and appointments for any GEB members need to be held when elections occur.</p>  |
| Conclusions   | Work on this agenda item to be completed before spring election.  |
| Action Items: Constitutional review committee will meet. Job description and perhaps a new job title will be created for the combined secretary/treasurer. Recruitment of a third GEB member will commence. |   |
| Agenda Topic  |   |
| <b>Agenda Item IV</b>   | <b>Nominations for President and Vice President Positions<br/>a. Change in Terms and On-site Activity</b>   |
| Discussion  | Reduction of the officers terms from three years to two. The president will be elected on odd years, VP on even years, Sec/Fin on odd years. This will maintain some elected officer stability/consistency with the sitting officers being anchored on odd and even years. General Executive Board members will be elected bi-annually.   |
| Conclusions   | CFSA leadership will continue work on the items above.  |
| Action Items: Work will continue on the above, including the new proposed combined treasurer/secretary position job description.  |   |
| Agenda Topic  |   |
| <b>Agenda Item V</b>  | <b>CFSA Branding "We are More than Negotiations"</b>  |
| Discussion  | <p>Branding and social media guidelines were discussed for Facebook. Mark will provide some example guidelines for social media from other organizations.</p> <p>Event Marketing: May meeting should be the top priority meeting for elections and budget presentation. Discussion regarding speakers and topics took place. One suggestion was to ask Livingston to speak, especially in light of the fact that one of the issues that CFSA stands out in is the ability to assist locals without them having to hire lawyers. This is one of CFSA's biggest strengths and advantages for members and local affiliates. Also discussed was the issue of bylaws that protect the locals. The issue of officers in locals having set roles and division of power, checks and balances, i.e., a president should not be writing checks as the treasurer of any local. Another topic was how to assist administrators in handling tragedies in their buildings and proactive actions that can be taken before issues occur.</p> <p>Newly identified services will be identified and provided to members, i.e., insurances for long term disability, pet insurance, cancer coverages, etc.,</p> <p>Moving the date of the meeting of May 27 and holding it in a more formal venue was also discussed.</p> |
| Conclusions   | Continue to review all of the above, keeping options open.  |
| Action Items: Meeting dates and speakers will be reviewed and scheduled for the spring meeting. The date of the meeting moved to May 27, 2015 at Park Central Tavern, Hamden, CT                            |   |

| Agenda Topic   |   |
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| Agenda Item VI | CFSA Strategic Planning/Operations  |
| Discussion     | <p>Working to condense the Secretary and Treasurer positions into one job, as discussed above in Agenda Item II which will address budget issues. Also noted above was the contraction of salaries for the VP and President.</p> <p>CFSA is working to bring in SERC, which will be another 40-50 members.</p> <p>Rent at the new location is \$500 vs. \$1708 in Cromwell. The only utility at the new location is electric and the last bill was \$45. The savings in electric at the new location is about \$200. The lease in Cromwell runs to December 2015 and work on ending the lease sooner continues.</p> <p>Planning and operations issues of keeping locals, current with dues and assisting them with this is ongoing.</p> <p>CFSA is utilizing Dan Livingston for legal issues in a continuing change over from Atty. Dineen.</p> |
| Conclusions    | Continue to review and work on all of the above, keeping options open.  |

Action Items: President, Gary Maynard will continue to review office lease termination options, lease status, etc.. CFSA will continue to work with new legal counsel for any legal or labor issues. Membership recruitment will continue. Options for reducing costs/personnel hours and salary are in place.

| Agenda Topic                               |   |
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| Agenda Items itemized and continued below: |   |
| VII. EIN Reporting/Non Profit Status       | All locals must report non-profit status. A solid set of bylaws is necessary to maintain nonprofit status.  |
| VII. Liberty Bank Account                  | This account will be closed and transferred to another institution.   |
| IX: State of the Union: Local Activity     | <p>Continue to follow up with the situations of Waterbury, New Milford, and Southington for stopping dues will be followed up by Dan Livingston. Livingston will be addressing lack of payment and the locals officially disaffiliating.</p> <p>Membership is approximately at about 596 members at \$31.95/mo and includes non certified who pay less. Monthly intake of approximately \$19,286. Annually approx. \$231,432.00</p> |
| X. Scholarship                             | Applications accepted until the closing date and scholarship will be presented/announced at the annual meeting  |
| XI. New Business                           | Any on-going items/action items/discussion items that are on-going will be followed up on in the next GEB meeting.  |
| Conclusions                                | Continue to review and work on all of the above, keeping options open.  |

Action Items:.. CFSA will continue to work with locals on bylaws, EIN reporting, etc., Follow through will take place on banking, local activity, scholarship, etc., . Membership recruitment will continue.

| Adjourned:   |   |                 |
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| Conclusions  | All action items will be actuated or placed on the next GEB Agenda in January for discussion. |                 |
| Submitted by: Carolyn Ivanoff, for Richard Cavallaro, Secretary<br>Edited by: Reign Brawley, Director of HR Operations 5012015 | Facilitator: Gary Maynard   | Date: 4/21/2015 |
| <b>MINUTES APPROVED: 09142015</b>  |   |                 |