

## DECEMBER, 2015 GEM / LIUNA EXECUTIVE BOARD MEETING MINUTES

Location: Library Community Room

Date: December 15, 2015

Time: 12:00 - 1:00 p.m.

**GEM Board:** Jeff Ray (Chair), Susan Kellermann (Vice-Chair), Todd Bennett, (Treasurer), Laura Pratt (Recorder) & Paul Rodriguez (Sgt-At-Arms)

**LIUNA/UPEC Local 792 Rep:** VACANT (Interim Reps: Ocean Mottley, Steve Allen & Ryan Heron)

**GEM Area Reps:** Mike Gentry (Streets), Robert Robe (Parks), Angie Madruga (PD) & Laura Pratt (CSD)

1. Call to Order: 12:09 p.m.
2. Roll Call: Jeff Ray, Todd Bennett, Laura Pratt & Paul Rodriguez
3. Communications: N/A
4. Recognition of New Members and Guest(s): N/A
5. Approval of Minutes
  - a. 12/2014 & 01/2015: Still missing from previous Recorder
  - b. 11/2015 Minutes: Approved
6. Committee Reports:
  - a. Negotiation Team: New Board will discuss the following items at their 01/26/16 meeting: 1) appoint someone to replace Don Piper and 2) decide initial meeting date for new negotiations as our MOU expires 06/30/16 (current team: Steve Allen, Randy Malispina, Laura Pratt, Nate Cota & Paul Rodriguez)
7. Reports
  - a. Monthly Membership: 225 (Per 11/15/15 Dues Report From Robin Briggs @ Payroll)
  - b. GEM Employees Hired/Promoted/Separated (Per December CityTalk & Personal Knowledge):  
  
**NEW:** Victoria Rahman (Accounting Assistant)  
Maximilian Rieser (Capital Projects)  
Justin George (Capital Projects)  
  
**PROMOTED:** Maryn Miller (Capital Projects Coordinator)  
Matteo Russo (Accounting Specialist)  
Fernanda Roveri (Associate Planner)  
  
**SEPARATED:** Gail Devine (MSC Administrative Assistant)
8. Unfinished Business:
  - a. E&O Insurance: Ongoing
  - b. Class/Comp Study Update: Ongoing (maybe by March, 2016?)
  - c. Board Meeting Frequency: TBD by new Board
  - d. Special Assignment & Out-Of -Class Pay: Currently have (25) members receiving (15 SAP + 10 OOC); only OOC is reportable CalPERS income; Todd will email Gina R. to determine which GEM positions are involved and for how long
9. New Business:
  - a. Treasurer Duties: Todd's willing to serve up to (2) more months while new Board appoints new Treasurer; will also need to decide if debit card can be used for items like GoDaddy upgrade, etc.
  - b. UPEC Rep: Jeff will email request to Chris Darker/Steve Allen if Ryan Heron is officially our new Rep and also that at least one UPEC Rep is present at our monthly Board meetings.
10. Upcoming Board Meeting: January 26, 2016 / Noon - 1:00 PM / Library Community Room
11. Suggested Items for Next Board Meeting: Negotiations; Install new Chair; Appoint new Treasurer & Negotiation Team Member; Offer sabbatical option to Vice Chair; Determine meeting frequency & reserve room; Convert archives to e-files & scan to laptop
12. Closed Session: 12:46 p.m.
13. Resume Open Session: 1:01 p.m.
14. Meeting Adjourned: 1:08 p.m.