



Local 1790 Meeting Minutes

Oregon AFSCME Council 75

Minutes at the meeting of Sunday July 02, 2023

In Attendance:

	Name	Position
1.	Erin Mercer	President
2.	Porter Colin Clements	Vice President
3.	Cameron Johnson	Secretary-Treasurer
4.	Cam Tu Tran	Trustee

President Erin Mercer called the meeting of Local 1790 to order at 3:03 PM

1. Roll call of officers was taken by President Erin Mercer. All officers were present.
2. Reviewed AFSCME Code of Conduct

AFSCME is committed to providing an environment free from discrimination and harassment, regardless of an individual's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic prohibited by law. As such, AFSCME will not tolerate discriminatory, harassing, or otherwise unacceptable behavior at any of its activities, events, or meetings, including virtual meetings. AFSCME expects everyone who participates in any of its activities, events, or meetings to abide by this standard of conduct. There will be no retaliation or other adverse action taken against an individual who makes a complaint.

Complaints should be sent to the attention of Kathy Formella, AFSCME Director of Human Resources at KFormella@AFSCME.org.

3. The minutes of the previous meeting were distributed, read, amended as necessary and approved.
4. Reports of the Officers:
 - a. Erin Mercer - President



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- i. The next Presidents/Board meeting has been rescheduled to July 11
 - ii. There was a focus group discussion on June 29 with the LGBTQ, Women's, and BIPOC caucuses
 - iii. Executive Director Stacy Chamberlain is on paid administrative leave, the acting Executive Director is Joe Baessler
- b. Porter Colin Clements - Vice-President
- i. Currently working on recruiting for a replacement VP, possible candidate at Cascadia has been defined
 - ii. Porter will be attending a JWW training later in the month, and will include several member leaders that may be good candidates
- c. Cameron Johnson - Secretary-Treasurer
- i. Total Receipts (income) - \$4,055.79
 - 1. All income is from dues
 - ii. Total Disbursements (expenses) - \$3,505.48
 - 1. All disbursements are from member reimbursements

5. Unfinished Business:

- a. Procedure for Reimbursement Requests
- i. Discussion on reimbursement request logistics from workgroup on June 25. Chapter expenses (from reimbursements) can be tracked in the General Ledger.

Motion: Each dues-paying Chapter (i.e. sub-local) is able to make discretionary purchases up to \$100, up to annually a \$300 limit. Any individual purchases over \$100 will need to be approved by the E Board. Once a Chapter reaches \$300 annually all proposals for reimbursement will need to be presented and voted on either the E Board meeting or General Membership meeting, as determined by the E Board.

Motion was made by Porter Colin Clements, seconded by Cameron Johnson. The motion passes unanimously.

Motion: adopt the current IRS rate to reimburse mileage, and to build into the current expense report instructions to include starting location address and ending destination address.

Motion was made by Porter Colin Clements, seconded by Cameron Johnson. The motion passes unanimously.

- b. Honorariums for Officers



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- i. This discussion is tabled until the beginning of next fiscal year, January 2024

6. New Business:

- a. Discussion of Cameron Johnson meeting with a bookkeeper, Becky Dewey, to review the books and build our financial infrastructure.

Motion: Pay bookkeeper Becky Dewey a total of \$450 for two hours on work on Friday June 30, as well as four additional hours spaced across four months. The purpose of this would be to establish a robust bookkeeping system within a spreadsheet, determine procedures for exempt status and taxes, building a structure for an annual budget, and creating a Treasurer's Manual.

Motion was made by Cameron Johnson, seconded by Porter Colin Clements. The motion passes unanimously.

Point of Executive Privilege: effective July 6, Erin Mercer will be resigning as President, and appointing Porter Colin Clements as President, afforded all of the privileges, duties, and responsibilities that come with the role.

- b. Discussion about the role of Trustee, to clarify that though Trustees are part of the Board and are expected to attend meetings and participate in discussion, they are unable to vote.

Motion: the Roberts Rules physical book will be handed down President to President.

Motion was made by Porter Colin Clements, seconded by Cameron Johnson. The motion passes unanimously.

c. Transition Planning discussion

- i. Schedule for E Board meetings is the first Tuesday of the month, discussed changing it to Thursdays or a weekend day.
 1. August meeting has been rescheduled to Sunday August 6, 2023 at 3:00 PM
 2. Meeting will be held at the new Portland branch office, Porter will ask Anna Peña about building access - ideally, keys for the Officers
- ii. Google workspace accounts
 1. A Trustee account has been created, Tu needs to register
 2. Erin has scheduled the handoff of the President email for end of day Tuesday July 4.



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3. Erin will coordinate with Anna to handoff the Chromebook
4. Porter, Cameron, and Tu have agreed to try using Signal as a platform for group chats
- d. Engagement and recruitment discussion
 - i. General Membership meetings in 2023 will occur on the third Wednesday of odd-numbered months at 6:00 - 7:30 PM. All GM meetings will be held in person at the Portland branch office. (Porter will follow up with Anna about securing a conference room and keys to the building.)
 1. July 19, 2023 at 6:00 PM
 2. September 20, 2023 at 6:00 PM
 3. November 15, 2023 at 6:00 PM
 - ii. Discussion about identifying member leaders. Based on recommendations from Anna and Mike, Porter will be meeting with potential leaders individually.

7. It was moved, seconded and carried that the meeting be adjourned.

The meeting was adjourned at 4:33 PM; minutes were submitted by Cameron Johnson, Recording Secretary.