**General Membership Meeting Minutes**

**DATE: July 3rd**

**TIME: 1pm**

**Executive Committee**

President: Oluwadamilola Babatunde (she/her)

Vice President: Kusum Bhatta (she/her)

Vice President External: Mira Musallam (she/her)

Secretary Treasurer: Saba Khorasani (she/her)

Recording Secretary: Rishav Jaiswal (he/him)

Lead Steward, Unit 1: Zeinab Vosooghi (she/her)

Lead Steward, Unit 2: Dr. Hamedhossein (Hamed) Afshari (he/him)

Lead Steward, Unit 3: Dr. Bita Pourbahari (she/her) s(Interim)

Lead Steward, Unit 4: Mazen Afify (he/him)

Health and Safety Officer: Mahnaz Tajik (she/her)

Benefits & Advocacy Officer: Shabnam Fadaei Chatroudi (she/her)

Equity Officer: Korede Ologun (he/him)

International Officer: Samuel Ikueze (he/him)

Undergraduate Officer Elissa Cunningham (she/her)

**Committee & Working Group Chairs**

PAC Chair: Vacant

Contract Action Committee: Mitch Lupa and Caleb Smolenaars

Women and Gender Rights Committee: Kusum Bhatta

Indigenous Solidarity: Emily Howse-Hackl & Ayra Thomas

Communications Committee: Vacant

Prisoners Solidarity: Sonia Hill and Patricia Mills

OUWCC: Kyle Morrison

**Trustees**

exp. Fall 2025 audit: Zahra Tootonsab (she/her)

exp. Fall 2026 audit: Camden Church

exp. Fall 2027 audit: Vacant

**Staff**

Staff Representative: Brad Walchuk (he/him); and Mary Ellen Campbell (she/her)

Administrator Coordinator: Francesca Brugnano (she/her)

**Agenda**

1. **Roll Call of Officers**
2. **Land Acknowledgement Reading of the Equity Statement**
3. **Introduction of newly elected execs members**
4. **Approval of the Agenda**

*Mitchell moves*

*Saba seconds*

*Agenda approved*

1. **Reading & Approval of Previous Minutes**

*Mitch moves*

*Kusum seconds*

Ori: “How can we approve minutes we’ve only just seen? I don’t see them in the package.”  
Caleb (in chat): posts permanent archive link – cupe3906.org/gmm-materials – “All past minutes are available any time.”  
Mary Ellen: shares the Mar 17 GMM minutes on-screen for reference.  
Dams: reminds members that “Matters Arising” immediately follows for corrections and urges everyone to review posted minutes in advance.  
Ori: suggests circulating the link with the meeting reminder and allowing a short silent-reading window.  
Dams: “Good point – we’ll add the link to reminder e-mails and build in a brief review period at future meetings.”

*Previous minutes approved*

1. **Matters Arising from Previous Minutes**
2. **Secretary-Treasurer’s Report** **(Saba)**

Saba: I’ll start with the 2023-24 audit. Trustees Zahra, Camden & Gerard met with Eric (out-going treasurer) and me on 5 Apr. All accounts are in good standing; a few clean-up items remain from Eric’s early departure. Trustees suggest we send a September e-mail each year explaining the $1 initiation fee and confirming good standing.

Saba: moves on to May 2025 finance snapshot - opening chequing $242 k → closing $49 k; total assets $2.923 M (strike fund $909 k; operating savings $1.862 M). Largest expense was $51 k per-capita to CUPE National; $300 donated to McMaster Iranian Students Assoc. Bargaining honouraria are ~$6 k over budget but will taper off now Unit 2 payments are finished. Happy to take questions.

Dams: Thanks, Saba. Tremendous amount of work.

Mary: Reminder: the trustee report needs a formal motion.

*Saba moves that we adopt the 2023-24 audit.*

*Mitch: seconds.*

*Motion passes to adopt the audit*

1. **Communications and Bills** 
   1. ISWG Merch Contest (see Appendix B)

Dams: Next item is the Indigenous Solidarity Working Group merch contest. Emily, you have the floor.

Emily: Contest is open to Indigenous artists. Submit a design that incorporates “ISWG”. Winner receives a $500 honorarium plus free merch (shirts, hoodies, buttons). Submission link is in the agenda; include a short bio and an upload of the artwork. We may request additional file types (PNG, PDF, etc.) for production. Non-Indigenous members are welcome to join ISWG even if they can’t enter the contest, contact us on Instagram or by email.

Dams: Great initiative; we’ll promote it widely and support where needed.

Emily: Thanks, everyone.

* 1. United Way/Solidarity Place Youth Advisory Committee Strategic Planning (see Appendix C)

Dams: Next communication—United Way’s Youth Advisory Committee strategic planning session. Kusum?

Kusum: Ayla Bahram invited CUPE 3906 to the summit on Saturday 12 July, 11 am–3 pm at Solidarity Place (51 Adair Ave S). Lunch provided. Several execs and I will attend; any members interested in youth-labour programming are encouraged to register via the Eventbrite link.

Dams: Noted. We’ll circulate the invite to mobilizers; good chance to strengthen community ties.

1. **Executive Committee Report :** can be found on GMM website, addressed in GMM only if necessary: <https://cupe3906.org/gmm-materials/>
2. **Reports of committees and delegates - *if applicable***
   1. Steward Networks (**Chaired by:** **Zeinab Vosooghi, Hamed Afshari, and Bita Pourbahari, Mazen**)

Zeinab: First report since being elected. Fall 2025 orientations – contacted 74 program admins; 34 replied; 13 have booked CUPE presentation slots. We’ll keep chasing the rest. Steward engagement – added 3 new Unit-1 stewards, bringing the active roster to 46. Still recruiting. Welcome-back swag – roughly 3,500 Unit-1 members; working with staff to price small gifts for orientation. I’ll bring a budget motion later. Thanks for everyone’s help while I learn the ropes.”

Dams: Appreciate the hustle, Zeinab.

Point of order – meeting sequence

Caleb: Why are we skipping Communications & Bills and jumping to committee reports? The agenda says exec reports aren’t usually read aloud.

Dams: Plan was to take all steward and committee updates in one block, then tackle Communications & Bills together because a bigger discussion is coming.

Mary: The chair can reorder items, but members may challenge. Otherwise, we proceed.

Kusum: It’s the president’s first GMM; if no one objects, let’s keep going.

Mahnaz: “Helpful to hear the reports this time-lots of new faces.”

(No formal challenge; order retained.)

Unit 2 report – Hamed (Hamed absent – no verbal update.)

Unit 3 report – Bita: Nothing new beyond my written exec report. Still looking for departmental stewards, please contact me.”

Unit 4 report – Mazen: Just elected last month. I’ve been onboarding and learning the union structure; no major updates yet.

* 1. Labour-Management Committee (LMC)

(Notice of proposed by law amendment, please see Appendix D for details)

* 1. Committee Updates - ***if applicable***
     1. Bylaws **Committee (Chaired by: Korede)**

Korede: The committee met on 2 July. Main item was drafting by-law language to create a *Communications Officer* as a full executive position. We’ve finished the wording; it will be presented at the next GMM for first reading and member approval.

* + 1. Equity Action Committee **(Chaired by: Korede)**

Korede: Full written report is on the website. Watch for an upcoming *Equity drop-in*, the goal is to sign up new volunteers and let members decide what equity work they’d like to see this year.

Dams: Thanks, Korede.

Mitch: With so many committees, if you don’t have big news just keep it short, that’s not a dig at you, Korede but just a general reminder.

Dams: Understood. Brief check-ins are fine since they’re on the agenda.

* + 1. International Committee **(Chaired by: Samuel Ikueze)**

Samuel: Report is online. Two projects in the works: (1) a drop-in session so international members can share experiences and support each other amid escalating conflicts in the Global South; (2) a professional-development program for international members to launch later this year. Dates will be announced.

* + 1. Communications Committee **(Chair Vacant)**
    2. Women and Gender Rights Committee **(Chaired by: Kusum)**

Kusum: Transitioning leadership to the new chair. Next event is an August panel with SWAB Hamilton and Afghan Clinic, focused on immigrant women’s issues. We’re trying to book MUSC 313 or CIBC Hall. Poster is being designed and will go out in the next e-blast.

* + 1. Indigenous Solidarity Working Group (ISWG) **(Chaired by: Emily Howse-Hackl)**

Emily: Creative Natives workshop series wrapped up successfully; monthly sessions restart in September. Indigenous-art merch contest is live (details on Instagram). Planning a Land-as-Kin event series for August; dates coming soon.

Kusum: Land-as-Kin fits our goal of deepening the land acknowledgement—happy to collaborate.

Emily: Glad to help with rewriting the acknowledgement. Watch our channels for updates.

* + 1. Health and Safety committee (**Chaired by**: **Mahnaz Tajik**)

Mahnaz: Been away for exams but attended two JHSC meetings. Meeting with Dan and Maggie to map collaboration. Spoke with Unit 3 member Sara, who’s interested in a health-and-safety role for post-docs; will bring options back to exec.

* + 1. Political Action Committee (PAC) **(Chair Vacant)**
    2. Prisoners Solidarity Working Group (**Chaired by: Sonia Hill and Patricia Mills**)

Trish: Just hosted another prisoner-support letter-writing night. Partnering with BAPSOP, GJNO, Toronto Prisoners’ Rights Project on an info-sheet initiative about bail. Bigger fall project will need volunteers trained to monitor bail hearings, details to follow.  
Dams: Volunteers welcome; contact the chairs.

* + 1. Contract Action Committee **(Chaired by: Mitch Lupa and Caleb Smolenaars)**

Mitch: One meeting since AGM focused on Unit 4 mobilizing. Planning outreach during late-August residence move-in tables at each residence. Need 14–28 volunteers from all units. Email Caleb or me if interested.  
Emily: ISWG members are keen to help.  
Mitch: Great, will drop our CUPE emails in the chat.  
Dams: Love the energy.

* + 1. Unit 4 Bargaining Committee

Caleb: Monetary package tabled at last session. Two more dates set for July; nothing in August. Waiting for employer’s response on wages and meal-plan relief. A bargaining bulletin will go out once we hear back.

* + 1. Hamilton & District Labour Council (HDLC)

Kusum: At the Activist Awards night HDLC asked us to table at Bayfront on Labour Day; we agreed. Call-out for volunteers will go to mobilizers.  
Mason: I’ve already reserved a CUPE 3906 table for Labour Day.  
Dams: Next HDLC meeting is 16 July 6 pm at the downtown CUPE office; all welcome.

* + 1. Ontario University Workers Coordinating Committee (OUWCC) **(Campus Rep: Kyle)**

Kyle absent – no update.

* + 1. CUPE Council

Rand: Council is re-launching; social media coming soon. Planning to march together in the Labour Day parade and staff a table afterwards. You don’t need to be one of the four voting delegates to attend meetings, everyone from a CUPE local can participate.  
Mason: Next CUPE Council meeting is 16 July at 6 pm (downtown CUPE office).

1. **Nomination, elections, or installations**

*Mary chairs*

* 1. Elect delegates to CUPE National convention scheduled for October (up to 10 delegates and 3 alternates, contingent upon item 12(c)- convention delegates being approved in new business) [Mary Ellen]

Mary: Local may send up to 10 delegates + 3 alternates (motion pending under New Business). The president automatically holds one seat, so we will elect 9 delegates today and leave three alternate spots for a future meeting. Travel, hotel and per-diem costs are covered; delegates must submit a brief report afterward.

Nominations (first, second and third calls)

• Kyle Morrison – self

• Caleb Smolenaars – nominated by Mitch (accepted)

• Mason Fitzpatrick – self

• Kusum Bhatta – self

• Mahnaz Tajik – self

• Mitchell Lupa – nominated by Caleb (accepted)

• Ori Freiman – self

• Samuel Ikueze – self

• Enrique Luna – self

Nine nominees for nine seats; all acclaimed as delegates. Three alternate positions remain vacant and will be filled at the next GMM if required.

* 1. Vacant Elected Committee Positions—Bylaws Committee (2)

Mary: Committee currently has four members (VP, Equity Officer and two others); bylaws allow up to six. Small honorarium ($25/term).

Nominations

• Caleb Smolenaars – nominated by Mitch (accepted)

• Miranda (Rand) Clayton – self

• Samuel Ikueze – self

Three candidates for two seats. Each gave a brief statement:

Samuel: wants clearer, more inclusive bylaws reflecting equity and international-member perspectives.

Rand: prior experience on the committee; keen to codify stronger communications provisions.

Caleb: aims to update language for gender inclusivity and draws on policy-writing background.

No questions from the floor. Electronic ballot will be sent via Election Runner to all attendees (vote for any two). Members may volunteer as scrutineers; Mitch offered.

* 1. Vacant Elected Committee Positions Grievance Committee (1) [Mary Ellen]

Mary reads duties (meets bi-weekly, confidentiality required).  
• Kyle Morrison – self-nomination (received in advance)

No further nominations; **Kyle acclaimed**.

Mary: Ballots for the Bylaws election will go out tonight; check your junk folder if you don’t see them. Meeting returns to the chair.

Dams: Thanks, Mary, smooth as always.

*Chair passes back to Dams*

1. **Unfinished (old) business**
2. **New business** 
   1. Discussing any resolutions our local may wish to submit to the National convention including Motion for CUPE 3906 to submit the constitutional amendment to CUPE National for consideration at the 2025 CUPE National Convention [Mitchell] (See Appendix A)

Mitch: I move that CUPE 3906 re-submit the constitutional amendment in Appendix A (guaranteeing every resolution/constitutional amendment reaches the floor at future CUPE National conventions).

*Mitch moves*  
*Kusum seconds.*

Mitch explains this is the same wording we filed in 2023; several sister locals will file identical text so it must stay unchanged.

Ori: could we also stop people from calling the question too soon?

Mitch: if every item gets floor time the pressure to call the question disappears, but changing the wording risks the amendment being ruled “new”.

Rand supports, no further debate.

*Motion passes*

* 1. Elect up to 10 delegates and up to 3 alternate delegates for CUPE National convention scheduled for October. [Mitch]

Mitch: I move we authorize and fund up to ten delegates and three alternates.  
*Ori seconds.*

*Motion passes*

* 1. Spending for orientation items [Zeinab]

Zeinab: Last year 10 000 notebooks cost $10 k and were all used. Unit 1 now has ~3 450 members. I move up to **$15 000** for orientation gifts (tote-bags, notebooks, stickers, etc.).

*Mitch seconds.*

Mary: motion currently covers Unit 1 only; others could be added later.

*Motion passes*

* 1. Motion for CUPE 3906 to submit a nomination for Kusum Bhatta for the 2025 Grace Hartman Award. [Enrique Luna]

Enrique: I move that CUPE 3906 submit Kusum’s name for the Grace Hartman Award.

*Rishav seconds.*

Samuel: Kusum’s record speaks for itself – she strengthens our bylaws work, champions international members and drives equity initiatives.

Mahnaz: she organised the Women Life Freedom solidarity rally when no other campus body would.

Zeinab: revived a dormant committee and now runs the largest-attended events in two years.

Ori: her character and energy have lifted the local; she deserves every accolade.

Rand: I support the nomination, but for transparency I’d prefer award motions come from the committee most directly involved – for example the Women & Gender Rights Committee – so members get a fuller picture up-front and we avoid the appearance of a last-minute push.

Samuel: The award recognises local-wide union activism, not just committee-specific work. Kusum’s impact crosses several areas, so any member can rightfully move the nomination.

Bita: She created the Care & Justice fund and keeps collaboration open across units – a model for others.

Dams: echoes thanks, notes Kusum’s period-poverty and reproductive-health initiatives, plus her role mobilising departments previously disengaged.

*Motion passes*

* 1. CUPE National Membership Survey: Inform members that their name, email, and phone number have been shared with CUPE National to support a national survey project. Members may be contacted by phone or email in the coming 2–3 months. [Dams]

Dams: National requested members’ names, emails and phone numbers for a workplace-rights survey; calls or emails will go out over the next 2-3 months.

Ori expresses privacy concern; Mary clarifies National is our legal bargaining agent and data stay within CUPE. No motion.

* 1. Election of up to 5 delegates to attend the CUPE Mike Stokes Winter School, taking place from November 30 to December 5, 2025, and motion to allocate funding to support attendance for elected members. [Mitch]

Mitch: I move we allocate funds (approx. $2 100 each) to send **up to five delegates**; registration opens 7 July and fills fast.

*Kusum seconds*.

Leslie & Mitch urge interested members to register early and cancel if not elected.

*Motion passes*

Elections will be held at a later GMM.

* 1. Office hours [Dams]

Dams reviews current drop-in schedule:  
• **Mon–Tue:** Francesca (Admin Coordinator) on site  
• **Tue–Wed:** Brad (Staff Rep) & Francesca  
• **Thu:** Mary Ellen (Staff Rep)

Execs keep at-least-two-hour weekly drop-in blocks; members should email ahead to confirm, especially during bargaining or arbitration days.

Saba adds treasurer everyday availability (typically after 18:00).

1. **Other business**
2. **Right to strike**

Mason: CUPE should launch a national campaign to end all legal limits on strike action (solidarity strikes, political strikes, hard pickets, bans on essential-service walk-outs, back-to-work orders, etc.) and resource it with education, organizing and coalition work.

CUPE will launch a campaign to end all restrictions on the right to strike, including but not limited to bans on: Solidarity strikes, Strikes by non-union workers, Strikes for political demands, Strikes by healthcare and other essential service workers, 'Hard pickets' and other production-halting tactics, Strikes during the term of a collective agreement, Striking over grievances, Striking for union recognition And to remove government powers to Legislate or order strikers back to work, Subject strike action to government authorization. Adequately resource this campaign, including public education and on-the-ground organizing and escalating mobilization of members. Build a coalition of unions and allied organizations to pursue this campaign.  
Because: Strike action is essential for workers to exercise power and pursue their economic and political interests. Restrictions on who may strike, when, how, and why violate our basic democratic rights and weaken us at the bargaining table. A credible plan to win is necessary for member mobilization and we should remove all tactical limits on such plans. Winning political victories depends on exercising as much power as needed, so we should oppose limitations on that power.

*Caleb: seconds.*

Ori: wants more time to read—worried the wording could collide with “bubble-zone” laws and other nuanced restrictions.

Rand: supports the principle; the right to strike is core to any union.

Mitch: same; recent back-to-work legislation shows why CUPE must push back.

Dams: motion arrived late, members haven’t had time to study it.

*Vote – 8 for, 10 against, 1 abstention. Motion defeated.*

**(b) Amendment to CUPE Constitution (Ori)**

Ori: moves to send a CUPE-National amendment adding two-term limits for Provincial Division Presidents (text pasted in chat).

No seconder recorded before Rand raised a point of order on quorum: membership count had fallen below the 20-member minimum.

Mary-Ellen confirmed quorum lost under Bylaw 9 (f). Without quorum the amendment could not be debated and was tabled.

From Ori’s text on chat:

CONSTITUTIONAL AMENDMENT TO APPENDIX B, ARTICLE B.2 TO ESTABLISH TERM LIMITS FOR PROVINCIAL DIVISION PRESIDENTSMotion to submit the following constitutional amendment to CUPE National for consideration at the 2025 CUPE National ConventionCUPE WILL:1. Amend Appendix B, Article B.2 of the CUPE National Constitution by adding a new section, B.2.6, as follows:(B.2.6) Term Limits for Provincial Division Presidents(a) This article applies specifically to the office of President within chartered Provincial Divisions, as established under Article 4.1 of this Constitution.(b) No person shall be elected to the office of President of a Provincial Division for more than two (2) consecutive terms, regardless of the length of the term as defined in the Provincial Division’s bylaws.

BECAUSE:-Term limits prevent the unhealthy concentration of power and organizational stagnation that undermines the union's democratic, member-driven principles-This change enhances leadership accountability to the membership and combats the culture of complacency that can arise from uninterrupted incumbency-The amendment reinforces the supreme authority of the National Constitution over provincial bylaws, ensuring a uniform standard of democratic governance across all divisions as required by Article 4.8

1. **Good of the Union**

Kusum: thanks members for patience with the new Executive’s first meeting; shares a plain language “GMM primer” she prepared (motions, points of order, etc.) so new and international members can follow procedure.

1. **Adjournment**

*Kusum moves to adjourn; Rand seconds.*

*Meeting adjourned at 3:53 p.m.*

**Appendix A**

Motion to submit the following constitutional amendment to CUPE National for consideration at the 2025 CUPE National Convention:[Mitchell]

CUPE WILL:  
  
1. Add a new article 6.11(d) to the CUPE National Constitution as follows:  
  
(d) Resolutions and/or constitutional amendments shall be considered on each day of Convention. Sufficient time shall be allotted, on each day of Convention and across the multiple days scheduled for Convention, to allow for debate on the resolutions and/or constitutional amendments submitted for consideration. All resolutions and constitutional amendments shall be considered and voted on by the membership at Conventions.  
  
BECAUSE:

- Resolutions and constitutional amendments are the way for Locals to make change to the National and engage in the democratic process; and  
- CUPE must make space for discussion and debate on matters of importance to Locals and other bodies; and  
- Making space for all submitted resolutions and constitutional amendments to be heard and voted on ensures National Conventions are spaces for members to participate in their union.

**Appendix B**

Calling all Indigenous artists!

CUPE 3906’s Indigenous Solidarity Working Group’s first-ever merch contest is now open! Submit your work and a short bio to the link below for your chance to have your art featured on ISWG’s merch. Winners will also receive a $500 honorarium and free merch with the featured work! The deadline to submit is August 1st!

Interested artists can submit their work here: <https://forms.gle/kFk4FTQq5Gt7DCHNA>

Not eligible for this contest? You can still join our team! ISWG is accepting Indigenous and non-Indigenous members, so check out our attached flyer or our Instagram for more details on how to join.

For more information, check out ISWG’s Instagram: @iswg.cupe3906 or email us at: [iswgcupe3906@gmail.com](mailto:iswgcupe3906@gmail.com)

We can’t wait to see your work!

Best,

Emily (she/her) & Ayra (she/her)

Co-Chairs

Indigenous Solidarity Working Group

Canadian Union of Public Employees - Local 3906

A poster with text and plants

AI-generated content may be incorrect.A white paper with text and flowers

AI-generated content may be incorrect.A poster with flowers and text

AI-generated content may be incorrect.

**Appendix C**

Hi CUPE 3906,

I hope you're doing well. My name is Ayla Bahram, and I’m the Senior Manager of Labour Community Services with United Way Halton & Hamilton. I used to be a former CUPE 3906 member from 2021-2023 and helped lead the Raise the Floor as a co-chair and other invitations at CUPE 3906 especially during the strike!

I'm reaching out to share an opportunity to collaborate on a youth-focused labour initiative with our partners at Solidarity Place Worker Education Centre.

On Saturday, July 12th from 11 AM to 3 PM, Solidarity Place will be hosting a Youth Advisory Committee Strategic Planning Summit at 51 Adair Ave S, Hamilton. This session is designed to bring together young workers, union members, and community leaders to reflect on what’s worked and to shape the future of their impactful youth labour programming.

Over the past few years, Solidarity Place has offered educational workshops for young people about their workplace rights and built meaningful outreach campaigns, in collaboration with HDLC. This summit will help expand their Youth Committee’s reach and align upcoming efforts with what young workers need most.

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Location: Solidarity Place Worker Education Centre (51 Adair Ave S)

Time: 11 AM - 3 PM

Date: July 12th, 2025

Lunch, snacks, and light refreshments will be provided

Registration Link: <https://www.eventbrite.com/e/solidarity-place-youth-committee-strategic-planning-summit-tickets-1388147278879?aff=oddtdtcreator>

If you have any questions or concerns, please Erin Carr Executive Director of Solidarity Place at outreach@solidarityplace.ca

We hope to see you all there!

In Solidarity,

Ayla Bahram (she/her)

Senior Manager, Labour Community Services

United Way Halton & Hamilton | uwhh.ca

**Appendix D**

Process:

Bylaws committee has agreed on motion/proposed changes (see below)

GMM 1 (July 3) – present proposed bylaws change to membership (no debate permitted. Simply presenting language to membership for consideration at next meeting)

GMM 2 (next scheduled GMM) - vote on proposed change presented at GMM 1, as written below (can vote YES or NO. No amendments are permitted). \*\* can refer item back to bylaws committee for additional considerations, but cannot make amendments on the spot

Send approved language (if approved) to CUPE National for approval

Motion:

Be it resolved that the membership of CUPE Local 3906 approve the addition of a Communications Officer position as an executive committee member who can run the communications committee to support the organization’s outreach, engagement, and visibility efforts.

To facilitate this, the membership will approve a proposed bylaws change/addition to article 5 of the bylaws outlined below.

Rationale:

As our union grows in scope and engagement, the demand for timely, effective, and strategic communication has also grown. This includes managing news blast, social media, internal updates, press releases, and public-facing campaigns.

At present, union’s communications responsibilities are either informally assigned or absorbed by other roles. This leads to inefficiencies, inconsistencies, and missed opportunities to amplify our work and reach our membership.

Many unions have a dedicated communications committee or officer. Establishing this committee aligns us with best practices and ensures sustainability.

Proposed Bylaws Change/Addition

\*\*new\*\* Article 5 (L)

5(L) The COMMUNICATIONS OFFICER Shall:

i. Develop and implement a communications strategy that ensures members are informed, engaged, and empowered.

ii. Promote union meetings, campaigns, bargaining updates, job actions, and social events through accessible and inclusive communication.

iii. Chair the Communications Committee

iv. Draft and disseminate regular newsletters, bulletins, and member updates.

v. Ensure timely and accurate communication between the Executive Committee and the membership, especially during bargaining periods, strikes, or mobilization.

vi. Manage the union’s official social media accounts in alignment with union values and political positions.

vii. Create engaging and educational content that promotes worker solidarity, collective action, and awareness of workers' rights.

viii. Monitor and report on reach, engagement, and member feedback.

ix. Design communication materials (posters, flyers, graphics, email blasts) for coordinated campaigns, organizing, mobilizing grassroots activism, political actions, and coalition events.

x. Assist all officers and committees in drafting promotional materials, communicating with members and developing, producing and commissioning external communications (e.g., media releases, advertisements, etc.)

xi. Chair the Communications Committee.

xii. Collaborate with other committees (e.g., Equity, Political Action) to support campaigns that center the voices of marginalized workers.

xiii. Update the union’s website with accurate and current information, including bylaws, benefits, event details, and campaign updates.

xii. Ensure all communications meet accessibility standards (e.g., alt-text, plain language, multilingual content where applicable).

\*current article 5(L) becomes 5(M), language stays the same

All executive officers are jointly responsible for the effective operation of the Executive Committee and shall perform any additional duties deemed necessary by the Executive Committee.

and current article 5(M) becomes 5(N), language stays the same

All Executive Officers are expected to make a written or verbal report on their respective portfolios at each GMM and contribute an end-of year report to the Executive Report to be presented at the Annual General Meeting (AGM) which includes a summary of their activities over the course of the year as well as recommendations for the year to come.