

TO: ALL CBO SECTOR CUPE LOCAL UNIONS

NOTICE OF FOUNDING MEETING

**To establish a CUPE CBO Sector Committee in Saskatchewan
From among CUPE Local Unions in the CBO Sector**

WHEN: **Tuesday, November 5, 2019**
Registration: Noon – 1:00 p.m.
Call to Order: 1:00 p.m.
Meeting: 1:00 – 5:00 p.m.

Wednesday, November 6, 2019
CBO Workers' Appreciation Day!
Meeting to discuss the new CBO Sector Committee's Goals.
9:00 a.m. to 11:00 a.m.
Following the meeting, members are encouraged to attend the Legislative Building to join the tri-union effort to present a petition calling for multi-year stable funding for CBOs.

WHERE: **Lakeview United Church, 3200 McCallum Ave, Regina, SK**
(Turn off of Albert Street onto McCallum)

REPRESENTATION: For Local Unions with up to 25 members: 1 Delegate
For Local Unions with over 26 members: 2 Delegates
*Locals can bring additional representatives as guests at the local's expense.

WHY: There are approximately 31 CUPE Local Unions across Saskatchewan in the community-based organizations (CBO) sector. By joining together in a CBO Sector Committee, locals in this sector can coordinate campaigns to push for improved government funding and better wages, share bargaining information and research on common issues (such as SARC benefit plans), and participate in political action on shared goals and initiatives as a united voice at a provincial level.

COST: No registration fee.
CUPE Saskatchewan will assist with the costs incurred to attend the meeting for locals eligible through the Small Local Assistance fund.

REGISTRATION: Send completed Registration Forms into the CUPE Saskatchewan Office.
By Email: j.reavley.cupe@sasktel.net
By Mail: CUPE Saskatchewan
3725 E Eastgate Drive
REGINA SK S4Z 1A5

PLEASE REGISTER BY: Friday, October 25, 2019



CUPE SASKATCHEWAN DIVISION OFFICE: 306-757-1009

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TO: ALL CBO SECTOR CUPE LOCAL UNIONS

ASSISTANCE TO ATTEND FOUNDING MEETING

**Financial assistance available to attend the meeting
on November 5 - 6, 2019**

Is there a cost to our Local Union to attend the meeting?

There is no registration cost.

The only costs would be related to the participation of your local's delegate(s). These costs may include travel to the meeting being held in Regina, lost wages through union leave if required for attendance (time away from work), costs of any hotel accommodation required, and applicable per diems to cover the cost of meals.

CUPE Saskatchewan Division will assist with these costs for locals eligible through the Small Local Assistance fund.

Small Local Assistance provides financial support up to a maximum combined total of \$1,250 for a local to send up to two (2) delegates to the meeting.

To be eligible for Small Local Assistance, your local must meet the following criteria:

- 1. Local Union must be affiliated to CUPE Saskatchewan and not be in arrears.**
- 2. Local Union has fifty (50) full-time equivalent members or less.**
- 3. Local Union has a dues structure of no less than 1.5%**

To apply for Small Local Assistance, refer to the Small Local Assistance form. The kilometre rate and per diem rates are specified on the Small Local Assistance Expense Voucher.

If your Local Union has any further questions regarding the Founding Meeting, please contact Nathan Markwart at the CUPE Saskatchewan Office: 306-757-1009



CUPE SASKATCHEWAN DIVISION OFFICE: 306-757-1009

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CBO Sector Founding Meeting: Questions & Answers

What is a CBO Sector Committee?

CUPE Local Unions can decide to form a sector committee (also known as a steering committee or provincial sectoral group) that allows for locals in a particular sector across the province to join together in a coordinated body to advance common interests and objectives for their membership.

Why hold a Founding Meeting?

In order to establish a CBO Sector Committee, a Founding Meeting must be held to establish bylaws that determine how such a committee would operate, to decide the affiliation levy (also referred to as the dues rate) each local would pay to fund the activities of the committee on an on-going basis, and to elect members to serve on the Executive Board of the committee to begin its activities.

Why should our local attend?

1. **Each CUPE Local Union is asked to consider whether your local wishes to be part of an effort to establish a CUPE CBO Sector Committee in Saskatchewan.**
2. **If your Local Union agrees to be part of this effort, you are asked to send up to two (2) delegates to the Founding Meeting on November 5 and 6, 2019 in Regina.**

What happens at the Founding Meeting?

At the Founding Meeting with fellow delegates from CBO sector CUPE locals, you will:

1. **Decide if you agree collectively to establish a sector committee.**
2. **Determine the structure and guidelines of how this sector committee would operate,** by discussing and voting on bylaws. The proposed bylaws of the committee are included in this package, and the proposed bylaws are subject to discussion and amendment at the meeting.
3. **Set the affiliation levy** (also referred to as dues rate) each local would be asked to pay each month to join the committee.
4. **Hold elections for the first Executive Board of the CBO Sector Committee.** Your Local Union's delegates should consider whether they would be willing to put their name forward to serve on the CBO Sector Committee's Executive Board.

If approved and subject to the passing of bylaws, the positions up for election would include:

Chairperson, Vice-Chairperson, Recording Secretary, Secretary-Treasurer; and At-Large Member #1, At-Large Member #2 and At-Large Member #3.

CBO Sector Founding Meeting: Questions & Answers

Wasn't there a CBO Committee before?

Yes, there was a CBO Steering Committee that was successful in the early 2000's after years of lobbying, along with other unions, to achieve increased government funding for CBO workers' wages benefiting many CUPE locals across Saskatchewan. In recent years, this committee has not operated due to a lack of participation.

The Founding Meeting called for November 5 and 6, 2019 to be held in Regina is the attempt to establish a new and active CBO Sector Committee of CUPE in Saskatchewan.

Are we committing our local to affiliate?

If your local has a sincere interest in establishing a CBO Sector Committee, your local is encouraged to send up to two (2) delegates to the Founding Meeting.

After the Founding Meeting where the bylaws are passed, your Local Union would then consider a motion from among your membership to affiliate to the CBO Sector Committee. If passed by your membership, this motion would authorize the affiliation to the CBO Sector Committee and allow any members from your local elected to the CBO Sector Committee's Executive Board to serve in their respective position.

Would we start paying affiliation dues?

Not right away. The proposed affiliation levy (or dues rates) would be determined in the discussion and voting of bylaws during the Founding Meeting. A proposed affiliation levy is included in the proposed bylaws package included with this meeting notice (See Article 8).

The affiliation levy is the monthly cost a Local Union would have in order to affiliate to the CBO Sector Committee. The affiliation levy paid by Local Unions would be the sole source of funds by which the CBO Sector Committee would operate.

While the Founding Meeting can establish an affiliation levy in the committee bylaws, each Local Union would be required to get a motion approved by each of their respective memberships at a membership meeting to agree on affiliation to the CBO Sector Committee and subsequently authorizing the payment of the monthly affiliation levy.

THE FOLLOWING DOCUMENTS ARE ENCLOSED WITH THE FOUNDING MEETING NOTICE:

1. Registration Form for the Founding Meeting
2. Proposed Bylaws of the "CUPE CBO Workers of Saskatchewan"
3. Explanation of the Proposed Bylaws
4. Small Local Assistance Form

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