



MINUTES – CPPW Executive Board Meeting

Monday, December 16, 2024

6:30pm-8:00pm

- A. **Call to Order:** Meg Wren called the meeting to order
 - a. Time: 6:39 pm
 - b. In attendance: Meg Wren, Chris Gustafson, Lee Dudley, Annette Ramirez, Jessica Irvine
 - c. Quorum requirement: met
- B. **Welcome and Introductions:**
- C. **Officer Reports:**
 - a. **Secretary:** Presentation of minutes of 12/9/24 Executive Board Meeting for approval. **Motion to approve the minutes of the 12/9/24 Executive Board Meeting. Motion carries unanimously.**
 - b. **Admin:**
 - i. YM Update: Update on implementation
 - ii. Membership List/Dues Audit: Discussion and update
 - iii. Tabling supplies: not discussed
 - iv. Organizational Passwords: Discussion and update on other secure options
 - v. Membership Assistance policy/procedure/form: drafted; discussion
 - c. **President's Update:** tabled
 - d. **Stewards:**
 - i. General Steward update: 3 new stewards now onboarded and sworn in.
 - ii. List/CAT: update on current activities
 - iii. T-shirt purchase update: T-shirts have been ordered
 - e. **Treasurers Report:**
 - i. Balances:
 - 1. Savings: \$16475.81
 - 2. Checking: \$39970.92
 - 3. Legal Reserve: \$14439.43
 - 4. Update on planned expenditures: Most recent dues remittance from city have not yet been received. Expenses: Microsoft 365 annual invoice, Legal fees approx. \$6000, T-shirts \$2800.
Motion to approve to increase the amount previously approved for NW Labor Press subscriptions from \$336 to no



more than \$500 for additional subscriptions. Motion carries unanimously.

B. Old Business:

- a. Membership Assistance: discussed above

C. New Business:

- a. TBD: none discussed

D. Priorities and Good of the order sharing: for next meeting agenda.

- a. Lee: YM
- b. Chris: membership audit tasks
- c. Meg: list activities
- d. Jessica: Membership Assistance policy

E. Announcements:

- a. General Membership meeting: 1/9/25 - shift to noon, 1/30, 2/27, 3/27
- b. Upcoming board meetings: No meeting 12/23 and 12/30, 1/6/25, 1/13, no meeting on 1/20, 1/27, 2/3, 2/10, no meeting 2/17

F. Adjourn: 7:34 pm

Signed

Jessica Irvine

Jessica Irvine, Secretary



Bylaw 2: Members in good standing who have a medical crisis, personal difficulty, or other burden that may make paying dues too difficult may request suspension of dues payments for a period of time by asking for such a suspension during new business in the Executive Board meeting. See Bylaw 4 for specific rules.

Bylaw 4: Membership Assistance

Members in good standing who are in medical, financial, or other dire need may apply to the Executive Board for financial assistance on a temporary basis.

Financial assistance to a member may be in an amount determined by the good judgment of the Executive Board, but may not exceed \$5,000 as a lump sum or \$10,000 in recurring assistance.

No financial assistance to a member may be permitted if such assistance puts the CPPW in financial distress or danger as determined by the treasurer.

Recurring assistance may be authorized for a period of six months and can be renewed by the Executive Board.