



National Postal Mail Handlers Union-Local 305

4907 Fitzhugh Avenue, Suite 100
Richmond, VA 23230-3533

Felandria A. Jackson, President

Leslie Hamlett, Treasurer

Eugene Horton <i>Vice President</i>	Dwight Burnside <i>Recording Secretary</i>	Cynthia Brown <i>North Carolina</i>	Mike Perry <i>Maryland</i>	Lamar Grigsby <i>Washington, DC</i>	Richard Mason <i>Virginia</i>	Nathan Fields <i>West Virginia</i>
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OFFICIAL MINUTES

Executive Board Meeting

National Postal Mail Handler's Union – Local 305

4907 Fitzhugh Avenue, Suite #100

Richmond, Virginia 23230 – 3533

April 13, 2016

In Attendance:

Felandria Jackson – Local President

Eugene Horton – Vice President

Leslie Hamlett – Treasurer

Dwight Burnside – Recording Secretary

Lamar Grigsby – DCSEBM

Richard “Bobby” Mason – VASEBM

Cynthia Brown - NCSEBM

Mike Perry – MDSEBM

Nathan Fields – WVSEBM

The meeting of the Executive Board of Local 305 was called to order by President Jackson at 9:05 AM. Roll call was conducted by Recording Secretary Burnside and the invocation was given by President Jackson.

President Jackson began the meeting by welcoming and introducing the newly elected members of the Executive Board. Sister Jackson then clearly established the Board's responsibilities as outlined on pages 37-38 of the Uniform Local Union Constitution (ULUC). Moreover, the importance of transparency and open dialogue to accomplish the expected goals of the Union were reiterated.

Review of the Minutes

- The minutes from the Executive Board meeting held on October 15 and 16, 2015 were distributed for review. After a brief discussion Recording Secretary Burnside made a motion to accept the minutes for October 15 and 16, 2015 as written, withstanding the contents. The motion was seconded by DCSEBM Lamar Grigsby and moved forward unanimously by roll call vote. (See attached)

President's Report

- Goals of this Administration:
 - Increase Membership – President Jackson stressed the importance of signing up new MHA's and looking for opportunities to present new incentives for membership to all Mail Handler craft employees.
 - Improve Representation – Proper training and knowledge of contractual procedures to properly address all issues will be a priority going forward. A "Contract Administrative Team" (CAT) has been put together to assist individual facilities with issues that have not been properly addressed.
 - Increase Revenue – Because the Treasurer (Leslie Hamlett) is a permanent resident of Richmond, VA., the property at 2744 Rudwick Road will be rented out for \$1,800.00 per month, for 24 months, starting May 2016.

The office building at 4907 Fitzhugh Avenue currently has two vacant rental spaces. Attention is being directed toward filling those rental spaces with tenants going forward.

Proper Steward Certifications and compensation will be reviewed to comply with the contractual provision of Article 17.2 of the National Agreement and Local Bylaws.

Facility Visits

- Every effort is and will be made to visit or designate visits to facilities in accordance with ULUC Article IV, section 5, item #18.

State of Local

- Collectively we must restore our strength through training and proper representation. Fiscally, we must resolve financial debt and restore solvency.

CAD Report

- There were 41 open cases for Local 305 at step 3 of the Grievance Arbitration Process. Six (6) have been appealed to arbitration, two (2) moved to RI-399 and thirty (30) cases have been resolved through pre-arbitration.

Grievance Process Goals:

- More emphasis on case review to properly recognize and identify the specific issue in the case. Giving proper attention to timeliness and following the Grievance Arbitration Process.
- Understanding and appreciating Article 12 going forward in preparation for consolidations and closings. (To include PO 408 Manual)
- Understanding and getting the correct information requested to properly file grievances.

Deployment of SPSS:

- All facilities impacted should ensure proper staffing going forward and proper initiating of cross craft grievances. All grievances should include clock rings and proper documentation to settle cases should we prevail at the National Level.

Assisting Advocates:

- Efforts will be put forth to help the Advocates and the Stewards to assist one another in the field. The importance of giving the Advocates enough time to review and prepare for cases in the facility with the Stewards was highly recommended.
- Efforts to provide around the clock representation and steward assistance from the Local Office will be our goal going forward.

Financial Report – Treasurer Leslie Hamlett began the financial report by asking the Executive Board to tour the Local Office building to see the damages and necessary repairs needed to bring the building up to date. The Board was asked to consider these repairs going forward.

- **Disbursements:** Treasurer Leslie Hamlett distributed the disbursement documentation for the Boards review. Included were transactions from October 1, 2015 through April 11, 2016, Profit & Loss reports from January 1 through April 12, 2016, Balance sheet as of April 12, 2016 and VEBA trust transactions and balance sheets as of April 12, 2016.
 - Transactions from October 1, 2015 through February 8, 2015 were reviewed but could not be properly accounted for by this Executive Board.
 - On April 22, 2016 the Executive Board met telephonically to vote on disbursements. As result of the discussions NCSEBM Cynthia Brown made a motion to approve the disbursements from February 8, 2016 through April 13, 2016. The motion was seconded by VASEBM Richard Mason and carried forward unanimously by roll call vote. (Attached)

Fraternally yours;



Dwight F. Burnside

Recording Secretary



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 13, 2016

MOTION :

Motion made to accept the Executive Board minutes from October 15, 2015 and October 16, 2015 as written, withstanding the contents.

Felandria Jackson	President	Y ✓	N__	ABST__
Eugene Horton	Vice President	Y ✓	N__	ABST__
Leslie Hamlett	Treasurer	Y ✓	N__	ABST__
Dwight Burnside	Recording Secretary	Y ✓	N__	ABST__
Lamar Grigsby	DCSEBM	Y ✓	N__	ABST__
Cynthia Brown	NCSEBM	Y ✓	N__	ABST__
Richard Mason	VASEBM	Y ✓	N__	ABST__
Nathan Fields	WVSEBM	Y ✓	N__	ABST__
Mike Perry	MDSEBM	Y ✓	N__	ABST__



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 22, 2016

MOTION :

Motion was made to approve the disbursements from February 8, 2016 to date April 13, 2016.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/> (NO VOTE)
Lamar Grigsby	DCSEBM	Y <input type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/> (NO VOTE)
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



National Postal Mail Handlers Union-Local 305

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Felandria A. Jackson, President

Leslie Hamlett, Treasurer

Eugene Horton <i>Vice President</i>	Dwight Burnside <i>Recording Secretary</i>	Cynthia Brown <i>North Carolina</i>	Mike Perry <i>Maryland</i>	Lamar Grigsby <i>Washington, DC</i>	Richard Mason <i>Virginia</i>	Nathan Fields <i>West Virginia</i>
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OFFICIAL MINUTES

Executive Board Meeting

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April 14, 2016

In Attendance:

Felandria Jackson – Local President

Eugene Horton – Vice President

Leslie Hamlett – Treasurer

Dwight Burnside – Recording Secretary

Lamar Grigsby – DCSEBM

Richard Mason – VASEBM

Cynthia Brown – NCSEBM

Mike Perry – MDSEBM

Nathan Fields – WVSEBM

The meeting of the Executive Board of Local 305 was called to order by President Jackson at 10:05 AM. Roll call was conducted by Recording Secretary Burnside and the invocation was given by Vice President Horton.

After a brief review of the issues discussed on April 13, 2016 the Board continued with the Financial Report.

- **Delegates Convention:** The Board was provided with a proposal from President Jackson stipulating the expenses for the Delegates Convention. After review and brief discussion, Vice President Horton made a motion to accept the proposal for the expenses of the Delegates Convention as written. The motion was seconded by MDSEBM Mike Perry and moved forward unanimously by roll call vote. (Attached)
- **LIUNA Convention:** The Local is required to and will handle all the election expenses for the LIUNA Convention. The LIUNA Convention will be held in Las Vegas, Nevada on September 18th through 24th of 2016.
- **Compensation for Cell Phone Allowance** – Mobile phones are needed for Executive Board responsibilities. A copy of the Mobile phone bill is required and must be submitted by the 10th of every month for compensation. President Jackson reminded the Board of how important it is to be available for communication at all times.

Board Approvals:

- **Moving Expenses** – President Jackson presented to the Board for review, moving expenses in the amount of \$5,331.50. After brief discussion Treasurer Leslie Hamlett made a motion to accept the moving expenses as submitted. The motion was seconded by DCSEBM Grigsby and moved forward unanimously by roll call vote. (Attached)
- **Employment of the Office Manager** – (In accordance with ULUC Article IV, Section 5, Item 22)
Vice President Horton made a motion to accept the hiring of Mark Parker as the Office Manager for the Local 305 Office. The motion was seconded by DCSEBM Grigsby and moved forward unanimously by roll call vote. (Attached)
- **Bonus Pay** – The Board discussed the issue of employees and members receiving bonus checks for various reasons. Vice President Horton made a motion that Local 305 no longer gives Bonus Pay for any reason. The motion was seconded by MDSEBM Mike Perry and moved forward unanimously by roll call vote. (Attached)

- Full-Time Officers :

- The Board briefly discussed full-time officers receiving per-diem and board pay. As a result of this discussion Treasurer Leslie Hamlett made a motion that full-time officers no longer receive per-diem or board pay going forward. The motion was seconded by President Jackson and moved forward unanimously by roll call vote. (Attached)
- The Board discussed the leave compensation for full-time officers. As result of this discussion President Felandria Jackson made a motion that full-time officers be compensated at level-5, step P for all unused leave as referenced in the 2012 National Constitution. In addition, all used leave will be documented and kept at the Local office for the Executive Boards review upon request. The Motion was seconded by WVSEBM Nathan Fields and moved forward unanimously by roll call vote. (Attached)

With no further business to discuss for the day, a motion was made by DCSEBM Lamar Grigsby to adjourn the meeting. The motion was seconded by VASEBM Richard Mason and moved forward unanimously. The meeting was officially adjourned at 4:15 PM.

Fraternally yours;



Dwight F. Burnside

Recording Secretary



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made to accept the proposal for expenses to the Delegates Convention as written.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made to accept the moving expenses for President Jackson as submitted.
(\$5,331.50)

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made to accept the hiring of Mark Parker as the Office Manager for the Local 305 office.

Felandria Jackson	President	Y ✓	N __	ABST __
Eugene Horton	Vice President	Y ✓	N __	ABST __
Leslie Hamlett	Treasurer	Y ✓	N __	ABST __
Dwight Burnside	Recording Secretary	Y ✓	N __	ABST __
Lamar Grigsby	DCSEBM	Y ✓	N __	ABST __
Cynthia Brown	NCSEBM	Y ✓	N __	ABST __
Richard Mason	VASEBM	Y ✓	N __	ABST __
Nathan Fields	WVSEBM	Y ✓	N __	ABST __
Mike Perry	MDSEBM	Y ✓	N __	ABST __



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made that full-time officers no longer receive per-diem or board pay going forward.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made that full time officers be compensated at level-5, step P for all unused leave as referenced in the 2012 National Constitution. In addition, all used leave will be documented and kept at the local office for the Executive Board's review upon request.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



Local 305 Union Executive Board

ROLL CALL VOTE

Date: April 14, 2016

MOTION :

Motion made that Local 305 will no longer award Bonus Pay going forward.

Felandria Jackson	President	Y ✓	N __	ABST __
Eugene Horton	Vice President	Y ✓	N __	ABST __
Leslie Hamlett	Treasurer	Y ✓	N __	ABST __
Dwight Burnside	Recording Secretary	Y ✓	N __	ABST __
Lamar Grigsby	DCSEBM	Y ✓	N __	ABST __
Cynthia Brown	NCSEBM	Y ✓	N __	ABST __
Richard Mason	VASEBM	Y ✓	N __	ABST __
Nathan Fields	WVSEBM	Y ✓	N __	ABST __
Mike Perry	MDSEBM	Y ✓	N __	ABST __