



TEAMSTERS - NOON HOUR MEETINGS

Please be advised that Noon Hour Meetings will be held at the following times and locations:

- Graveley meetings will take place from 12:05 to 12:35 p.m. commencing Thursday, September 28, 2017 and on the last Thursday of every month thereafter in Room 206.
- Cambie meetings will take place from 12:05 to 12:35 p.m. commencing Wednesday, October 11 and on the first Wednesday of every *other* month thereafter in Room 510.

If meetings cannot be held on those dates, the Union will advise Human Resources as soon as possible to secure another meeting date that is agreeable with the Employer.

You are expected to attend during your break times or make appropriate arrangements with your manager/supervisor to be away from your workstation. Please note that the meetings will begin promptly at 12:05 p.m. will last thirty (30) minutes to accommodate those with a forty (40) minute break to travel to and from the meeting room.

Purpose of Meetings:

The Noon Hour Meetings will be hosted by your Business Representative. The purpose of the meetings is to provide you with information including communication from the Union (ie scholarship application and deadlines; Union events), updates from Labour Management Meetings, grievances, bargaining, and any other matters that may impact the membership. The meetings are also a forum for discussion of Union and workplace matters and for you to ask questions of the Business Representative. An agenda (as discussed below) will be provided and followed so as to keep the meeting moving at a reasonable pace and to stay on topic. It is expected that members will treat one another in a fair and respectful manner during the meetings as per the Respectful Workplace Policy.

Agendas, Agenda Items & Minutes:

A meeting agenda will be posted on Local 31's website portal on Monday afternoon. If you have any matters that you would like to include in the agenda, please call your Business Representative, Karlene Bateman at 604-527-2704 or email kbateman@teamsters31.ca before that time. We will endeavour to have meeting minutes posted on the website portal within three (3) working days of the meeting.

If you have any questions, please do not hesitate to contact your Business Representative, Karlene Bateman at 604-527-2704 or kbateman@teamsters31.ca.