

**Librarians' Association of the University of Waterloo  
Minutes of the Annual General meeting, May 3, 2007**

Present: Christy Branston, Laura Briggs, Jane Britton, Helena Calogieridis, Jane Forgay, Jennifer Haas, Alison Hitchens, Tim Ireland, Sandra Keys, Doug Morton, Erin Murphy, Bill Oldfield, Richard Pinnell, Shabiran Rahman, Leeanne Romane, Dan Sich, Jackie Stapleton, Linda Teather, Margaret Yuen.

**1. Approval of Minutes**

Minutes of the Annual Meeting June 14, 2006 were accepted.

**2. Additional Agenda**

There were no additional agenda

**3. Business Arising**

None

**4. Annual Reports**

Doug Morton moved to accept the reports; Tim Ireland seconded.

**a. President's Report**

Sandra Keys tabled the President's Report.

**b. Treasurer's Report**

Alison Hitchens tabled the Treasurer's Report.

**c. Programs Committee Report**

Jackie Stapleton tabled the Programs Committee Report.

**d. Compensation Committee Report**

Tim Ireland tabled the Compensation Committee Report.

**5. Election of Officers and Chairs of Standing Committees for 2007/2008**

Doug Morton tabled the Nominations Committee report and named individuals for positions of Treasurer, Secretary, Programs Committee Chair and Compensation Committee Chair.

Tim Ireland nominated Sandra Keys for President. Sandra Keys accepted the nomination to serve a second term. Nominated individuals were acclaimed.

The LAUW Executive for 2007/2008

President:	Sandra Keys
Past-President	Doug Morton
Treasurer:	Helena Calogeridis
Secretary:	Alison Hitchens
Chair, Programs Committee:	Jackie Stapleton
Chair, Compensation Committee:	Leeanne Romane

## **6. Changes to the Librarians' Employment Handbook**

### **a. Non-substantive changes to be made to the Handbook regarding Section 5.3: Librarian Positions and Ranks to reflect the current state of affairs.**

Motion was moved by Doug Morton; seconded by Alison Hitchens. Motion passed.

### **b. Internal candidates hired as Librarian 1 and Probationary Review**

Sandra Keys met with Mark Haslett and Sharon Lamont to discuss the issue of internal candidates having a review after one year in the new position.

The following motion was moved by Erin Murphy and seconded by Doug Morton.

*Upon occasion a librarian is hired having already successfully passed probation at the University of Waterloo. In the event that such a hire is as a Librarian I, the practice will be to follow a process similar to the probationary review process as described in Appendix A after the librarian is in the new position for one year. Subject to a successful completion of the review, the incumbent will be granted status at the level of Librarian II.*

Motion was passed.

### **c. Note field in the Librarians' Employment Handbook**

Mark Haslett has suggested that the above amendment regarding internal candidates and probationary review be placed in a "notes" area at the end of the Handbook, rather than in the Handbook itself until the next official review of the Handbook.

The Handbook is reviewed every 5 years; the last review was completed in March 2004. A suggestion was made that the process on how notes are added should be clarified in the Handbook. We need to clarify if additional notes to the Handbook requires the approval from the LAUW executive or the membership.

Motion to place amendments in the note filed was moved by Sandra Keys and seconded by Erin Murphy. Motion was passed.

### **7: Discussion of OSSTF Union Drive**

Sandra Keys reported that the LAUW executive has not been pro-active at this stage, but are monitoring the situation. Some members of the of the executive have attended the OSSTF information sessions, signed up for the listserv, attended the Town Hall meeting, or attended a Question and Answer session.

Discussion included:

- If staff is unionized, librarians need to have the Librarians' Employment Handbook upfront. Librarians will need a strong presence.
- Librarians will need a presence in the negotiations, even if we would like to opt out the union.
- Librarians need to determine the pros and cons of joining a union, and if we have the option to opt out of a union.
- FAUW is looking at other groups such as contract instructors, and clinicians. Some librarians felt that this might be an opportunity for LAUW to re-open the question of FAUW to represent librarians. Some members cautioned that re-opening the issue of FAUW representing librarians will require a great deal of work. Members felt that LAUW should keep the communications with FAUW open.
- Stephen Markan has offered to meet with librarians to discuss issues of concern to librarians. Sandra Keys will ask Stephen if he is available to meet next week.