



Mail Handlers Local Union No. 323

1602 Selby Ave., Suite 5 St. Paul, MN 55104
(651) 646-2827 Fax (651) 646-0991 LocalOffice@local323.org

Minutes of the Local Union 323 Executive Board Meeting ST. PAUL, MN March 26, 2015

Jeff Larsen

Local President

Kathy Schultz

Vice President

Dean Abatte

Recording Secretary

John Frey

Treasurer

State Executive

Board Members

Shane Ryden

Minnesota

Brock Engstrom

North Dakota

Branch Presidents

Dean Abatte

Minneapolis

Gerald LaBarre

St. Paul

Mike Straiton

NDC

Gary Tollefsrud

Fargo

IN ATTENDANCE:

Local President: Jeff Larsen

Vice President: Kathleen Schultz

Recording Secretary: Dean Abatte

Treasurer: John Frey

MN State Representative: Shane Ryden

ND State Representative: Brock Engstrom

Local President Jeff Larsen called the Executive Board to order at 09:40 a.m. Roll call was taken by Recording Secretary Dean Abatte.

The Local Executive Board reviewed the previous meeting minutes from December 29, 2014. North Dakota State Rep. Brock Engstrom motioned to accept the minutes and was seconded by Treasurer John Frey. There were no objections and the motion carried unanimously.

Local President Jeff Larsen reports: (see attached for full report)

- Fiscal year change
- Local 323 Dental Plan
- Semi- Annual Meeting of the Local Unions (SAMLU)

Branch Activities

- Minnesota Branches
- North Dakota Branch Issues
- Labor Management Meetings

Local President Jeff Larsen submitted for review his Expense Report and Time Sheet. NDSR Engstrom moves to authorize the Local Presidents expenses for the time frame reported. Recording Secretary Dean Abatte seconded, motion carried unanimously.



Local President Jeff Larsen submitted for review his Leave Hours and Time Sheet for 2015.

Treasurer's report:

Local Treasurer John Frey submitted in absentia the Local's Balance Sheet and Profit and Loss Statements. V.P. Kathy Schultz motioned to authorize the expenses of the Local Union for the time frame enumerated. The motion was seconded by MNSR Ryden, motion carried.

Item Tabled: Amendment to the Local 323 Bylaws, **Article 6 Salary and Benefits-Local President.** This item was tabled as submitted new language could not be agreed to. The Board members will continue to work on this item and resubmit proposals for new language in writing for discussion by the next Executive Board meeting.

President Larsen opens the floor for general discussion, comments, questions, hearing none, NDSR Engstrom motions to adjourn the Local Executive Meeting.

Treasurer John Frey seconds, Motion carries meeting adjourns at 11:25 pm.

Respectfully Submitted,

Dean Abatte
Recording Secretary Local 323
National Postal Mail Handlers Union

cc: **Local Union Council**
Branch Leaders
File



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March 26, 2015

Local President's Report

Local 323 Complement:

The Local 323 career complement as of PP-6-15 is 625 (559 MN & 67 ND) and the MHA complement is 79 (67 MN & 12 ND). Combined Membership is 621.

Local Activities:

- **Fiscal Year Change**

January 1st marks the beginning of a new fiscal year for the Local Union. This requires many actions to be taken in order to ensure that the Local Union remains in compliance with the Uniform Local Union Constitution as well as with all applicable laws and regulations. The following is an outline of the actions taken:

- Issuance of W-2's to employees (all Representatives)
- Filing of W-2's with both States
- Filing of W-2's along with W-3 with the Social Security Administration
- Issuance of 1099's to vendors
- Filing of 1099's along with 1096 to IRS

Following these in-house activities we prepare for the annual audit. Legacy Professionals conducted our audit on March 2nd and 3rd. The completion of this audit provides us with the information necessary to submit our annual filings with the Department of Labor, the IRS, and the States of Minnesota and North Dakota. This process is currently ongoing. The Local Union's LM-2 was recently received and a copy has been provided to all Executive Board Members for their review. Local Treasurer John Frey and I will complete the uploading of our LM-2 to the Department of Labor. Additional filings with the IRS and the States aren't due until May 15th. Everything is progressing according to schedule and this process will conclude with Legacy Professionals reviewing these items with Local Executive Board in the future.

Jeff Larsen
Local President

Kathy Schultz
Vice President

Dean Abatte
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- **Local 323 Dental Program**

The beginning of the year also marks the start of the enrollment period for the Local 323 Dental Program. Local 323 offers the Dental Program to the Regular Membership as well as Postal and Federal employees who chose to affiliate as Associate Members. During late January of each year the Local Union begins a process of billing Associate Members dues which are required to maintain eligibility for the program. That process is currently nearing completion. I continue to serve as the plan administrator for this program.

Please note that this plan is available to MHA's upon their enrollment in the Union.

- **Semi-Annual Meeting of the Local Unions (SAMLU)**

The first SAMLU of 2015 was held from February 5th through the 7th in San Francisco, CA. I was accompanied to this meeting by Vice President Kathy Schultz. The attendees were surprised when informed of the imminent retirement of National President John Hegarty. I expressed congratulations to Brother Hegarty on behalf of the Membership of Local 323 and thanked him for his friendship over his many years in office. Paul Hogrogian will be succeeding John. We wish Paul the best and we will support him through the upcoming challenges.

In addition, the meeting agenda included the reports of the National Officers, the Litigation Report, the Legislative and Political Report, the Contract Administration Report, the Mail Handlers Benefit Plan, as well as reports from the Article 12 and Discipline Task Forces.

It was also mentioned during the SAMLU that the 2011 National Agreement will be expiring in May of 2016. Those who have been around for a while know what that means; there will be a call for contract proposals.

Branch Activities:

- **Minnesota Branches**

The Postal Service appears to be going forward with the proposed consolidations of Duluth, St. Cloud, and Mankato in 2015; although, the exact schedule could be flexible. I have attended Branch meetings in Mankato and Duluth in order to address the Member's concerns. A Branch meeting will be scheduled for St. Cloud in the near future.

- **North Dakota Branch Issues**

The Minot facility remains slated for consolidation in April. ND State Executive Board Member Brock Engstrom has been addressing issues related to this action.

- **Labor-Management Meetings**

I've attended several Labor – Management meetings since my last report. These meetings were at the NDC, Saint Paul, Duluth, and Mankato facilities.

Upcoming Events:

Saint Cloud Branch Meeting - Pending
General Membership Meeting – May
Announcement of Local 323 Scholarship – May

Fraternally,

Jeff Larsen
Local President

cc: All Branches
File