

General special Meeting Jan 17, 1975

Attendance--everyone was present at one time or another.

7. Better Read--want to talk to us about the following:
  - a) they have 7 books to do for James Lorimer and probably can't do them all, so may send some our way.
  - b) they are thinking of dropping out of the CNTU
  - c) we have tossed about the idea of an exchange with them, so that people from both could not only expand their knowledge of all aspects of printing but also get some idea of the workings of another co-operative. ~~XXXXXX~~

Mary is going to talk to them further about the exchange thing, and probably try to arrange a meeting. We should try to ~~XXXXXX~~ talk to them about other stuff.

6. Non-production work--we agreed that two people should be scheduled next week to work on the camera room, and that after that (the next week?) people should be scheduled to work on the tpestyles book.
5. N.C. Credit--Doug indicated that we are having trouble with some of our N.C. contracts, especially where we are responsible for the printing. The bills are not being paid on a regular basis, or that they present a cheque with their next issue and then it bounces. The suggested policy was that we not print an issue until the ~~XXXX~~ last one is paid for and the cheque has cleared the bank. Financial committee will draw up a policy and we'll ~~discuss it later.~~ *act on it*.
4. This item will be covered in GBD.
3. Committee meetings, small group meetings, etc. See list at end of minutes
2. Committee re-organization--since many people have done no (or little) work on some of the committees they volunteered for in Sept, it was suggested that the major part of re-organizing should be for people to start working with those committees. So it looks like:
  - Contracts: Mary, Carol, Gary, Sue Rosco and Doug E.
  - Scheduling: Mike C and Mary.
  - Book Pub and Dist: Steve, Doug R and Mike C.
  - Inventory: Steve and Murray.
  - Food: Mary and Doug R.
  - History: Bob and the Eppses
  - Financial: Ken, 2 Mikes, Doug E, Jane, Brenda, Murray, Bob, Sue and perhaps others. Tasks will be divided up at Financial meeting.
1. GBD--Most of the discussion centred on problems caused by the lack of communication between the book group and Dumont, and how to minimize that in the future. This became the major source of hassle during the last week, when Dumont people were working under the assumption that the deadline was Monday am. Also the concentration of knowledge was a problem.

Some of the suggestions for the rectification of these problems were:

- a) meetings more often when one group of people are working separately from Dumont.
- b) integration of the work process into the regular schedule, so that people are not separated by the schedule. (books can be done during the day).
- c) Having less rigid divisions between the two groups, with some people participating in both.
- d) MAKE FULL USE OF PRODUCTION MEETINGS!!!!!!

It was hard for me to know what to write about what went on, so if anyone feels I've missed anything, please use this space.

Overtime--Rosco suggested that we keep a log book for overtime, so that when people work overtime, they can claim it immediately, and can get feedback soon after.

Credits claimed to date:

Mike C--2 for Boston, 1 for VIP learning, 2 for audit, 1½ for Christmas  
Murray--2 for Christmas  
Jane--½ for Toronto  
Ken--1 for camera room and Toronto.  
Bob--2 weeks for book  
Gary--

Does this mean that no one has holidays left?

MURRAY - 1 week

Meetings in the next week

Union Meeting--Mon Jan 20, here, at 2 (i think)  
BFP--

Distribution (with WP--Tues 21st, in TO, in the afternoon??

Financial Committee--Wed 22nd here at 3:45pm

Municipal pamphlet--Thurs 23rd here at 4:00pm

Contracts--

Small Groups--Mon 27th at 4:00pm (group to decide on place)

Get together--Mon 20th at cc pub, early evening.