

Memo to Dick Kubiak
From Sarah Miller

Re: Great Lakes United's Year-End

As we are almost a month away from Great Lakes United's year-end, it would seem advisable to have an Executive Committee conference call soon to review the status of obligations we should fulfill in 1993. I'd suggest that a written status report go to all the Committee prior to that call. Items which I think will need our attention are listed below, you may have your own to add.

1. The status of the fundraising plan - How much will be raised? Will we be in the black at the year end? If not is there anything we can do in the next month to address this?

2. What new grant applications have been submitted? Has a revised grant gone in to the Great Lakes Protection Fund and to Tony's list of possible funders for the labour environment taskforce work?

3. What is the status of our 1993 grant obligations?

.to Joyce and Mott for strategic planning progress..

.to Laidlaw for the RAP project (where have we applied for matching funds).....and the second grant for the Fall conference on Trade...

.to Gund for the newsletter..

.to the Ontario Ministry of the Environment for the Trade education work..

There may be others I am unaware of.

4. What is the status of replacing staff? How will the Board and the staff be involved in this process?

5. What is the status of providing the Board with monthly reports on work done by all staff? This was requested in a Board motion at the last meeting. We should get these to the board asap. for September and October.

6. What is the status of the strategic planning? -particularly the regional meetings which seem to be in confusion.

7. What is the status of Terry's evaluation? The Board needs to be appraised of this.

8. I'll prepare a report on the status of the collective bargaining process.

Sarah

