

YUFA General Membership Meeting Draft Agenda

Date: 13 November 2019

Time: 10:00 am to 1:30 pm

Location: Bethune 320

| | | |
|--|-------|------------|
| 1. Territorial Statement (Attachment 1) | 10:00 | 5 minutes |
| 2. Approval of Agenda | 10:05 | 5 minutes |
| 3. Approval of the Minutes from the YUFA Meeting 24 April 2019 and 11 June 2019 (Attachments 2a and 2b) | 10:10 | 5 minutes |
| 4. Report from JCOAA/LRP Co-Chair (Attachment 3) | 10:15 | 20 minutes |
| 5. President's Report | 10:35 | 20 minutes |
| 6. Treasurer's Report – Audited Financial Statements (Attachments 4a and 4b) | 10:55 | 30 minutes |
| 7. Break | 11:25 | 15 minutes |
| 8. Strategic Mandate Agreement 3 | 11:40 | 45 minutes |
| 9. State of Labour Relations on Campus and Higher Education | 12:25 | 45 minutes |
| 10. YUFA Trustees 2019-20 | 1:10 | 20 minutes |
| 11. Adjournment | 1:30 | |

Note: Following the General Membership Meeting, the YUFA Trust and YUFA Foundation will meet.

York University

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee, the Métis, and most recently, the territory of the Mississaugas of the Credit River. The territory was the subject of the *Dish With One Spoon Wampum Belt Covenant*, an agreement between the Iroquois Confederacy and the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes.

This territory is also covered by the Upper Canada Treaties.

Today, the meeting place of Toronto (from the Haudenosaunee word Tkaronto) is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work in the community, on this territory.

YUFA Annual General Meeting April 24, 2019

Meeting called to order at 1:20 PM with attainment of quorum

1. **Acknowledgement of Traditional Territory** (Att. 1): Read by President Redding.
2. **Approval of Agenda**: Moved and seconded by executive resolution. Motion carried.
3. **Wage Freezes? More Budget Cuts? Higher Education in the Ford Era**: Michael Conlon, Executive Director of OCUFA made a presentation followed by discussion.

A precis of his presentation follows. Michael stated that under the guise of faculty renewal the government is attempting to take action to facilitate the retirement of 65+ faculty members, without really being committed to faculty renewal. The government also is attempting to take action on so called “double dipping” where faculty members at age 71 who have not retired will have their salaries reduced by the annual pension they receive. He noted that under federal legislation pensions must be taken at age 71 and that to call salary plus pension “double dipping” is erroneous and is age discrimination. The government is also considering centralized bargaining for the broad public sector including Universities. This could include possible wage freezes, although the government expressed the view that if the economy improves more than expected then the gains will be shared with the public sector. Universities are being targeted by the government with 60% of funding dependent on performance indicators.

In the following discussion, members suggested that we must mobilize against the government initiatives as the government does react to public opinion; that we not fall into the fear trap but positively mobilize; that we should join with the broader educational sector in opposing government initiatives; and that Senate might be the best forum to discuss performance indicators. Michael Conlon stated that we should put pressure on the Administration to support us and that the government was seeking a back door to impose retirement.

4. **Approval of Meeting Minutes** (Att. 2a, 2b, 2c, 2d and 2e). Moved by executive resolution that the minutes be approved *en masse*. Motion carried.
5. **Budget** (Att. 3a, 3b and 3c): The budget was presented by Paul Evans. It was moved by Chris Robinson and seconded by Jody Berland that the members attending this meeting endorse the budget and recommend electronic approval by the membership. Motion carried.
6. **President’s Report**: (i) Negotiations of a new SRC program are underway although progress has been slow. (ii) Indexation of pensions is now a major issue with the Employer and YUFA disagreeing on the nature of the commitment made by the University. (iii) The Executive encourages the use of Et al. for catering events. (iv) The Executive Committee plans to engage the membership to address divisive issues by outreach and communication including unit visits, by recruitment of younger faculty members to Executive and other positions, by holding

meetings with groups of chairs and by politically effective mobilization on important issues. (v) YUFA has subscribed to Zoom for electronic participation in meetings.

7. Chief Stewards' Report (Att. 4): Moira Matesic reported that it has been an incredibly busy year with a notable increase in grievances and arbitrations, which often take a long time to resolve, leading to frustration among members. However, some issues have been settled. The Dispute Resolution Committee is now being used much more and is proving to very effective. Moira expressed her appreciation for the support given by YUFA staff.

8. JCOAA/LRP Report (Att. 5). The written report was presented by Miriam Smith.

9. Motion: LTD Funds Payment for Legal Expenses (Att. 6): It was moved by Richard Wellen and seconded by Arthur Hilliker that the Executive bring the motion in Attachment 6 for approval. "YUFA is currently involved in initiative to negotiate and introduce indexing of Long Term Disability (LTD) and pension benefits and to make related improvements to these benefits plans for employees. The YUFA Executive moves that the funds withdrawn for the LTD surplus, which have been placed in reserve for benefits improvements and other purposes approved by the member, be made available to pay for legal, actuarial and other professional consulting fees that YUFA has and may incur in the aforementioned initiatives." Motion carried.

10. Election of Trustees: There were no volunteers to serve as Trustees.

11. Adjournment: The meeting adjourned as there was no further business.

**YUFA General Membership Meeting – Special Renewable Contract (SRC)
Appointment Language**

June 11, 2019

280N York Lanes

Minutes were not taken as quorum was not reached.

JCOAA/LRP Report to the YUFA General Meeting

NOVEMBER 12, 2019

BY MIRIAM SMITH, JCOAA/LRP YUFA CO-CHAIR AND THE JCOAA/LRP YUFA CAUCUS INCLUDING
SHEILA EMBLETON, CHIEF STEWARD, TERESA MACIAS, EQUITY OFFICER, SHARON WANG,
REPRESENTATIVE OF MEMBERS-AT-LARGE.

What is JCOAA/LRP?

The Joint Committee on the Administration of the Agreement (JCOAA) and the Long-Range Planning Committee (LRP) are described in Article 7 of the contract. Their purpose is to give effect to provisions of the collective agreement and to consult on other issues that may arise from time to time between the parties. The committees are composed of members from the two sides, i.e. employer representatives such as a representative from Faculty Relations (normally co-chair for the employer side), the Vice Provost and/or Deans as well as YUFA representatives as determined by the YUFA constitution and by-laws, including the JCOAA/LRP co-chair (normally co-chair for the YUFA side).

Thanks to YUFA's outstanding staff

Thanks to all YUFA staff who assisted JCOAA/LRP directly or indirectly this year, but especially Sonja Killoran-McKibbin, the staff member supporting JCOAA/LRP.

Agreements with the employer

- ❑ increased course release for YUFA members of joint health and safety committees in recognition of increased membership under new structure;
- ❑ YUFA has repeatedly requested improved communication between the employer and members. Some progress has been made. For example, a messages have been sent by the JCOAA co-chairs to all members on the new PER provisions;
- ❑ YUFA and the employer agreed to a policy on office relocation and communication to members during office renovations;
- ❑ YUFA and the employer agreed that the employer will institute anti-bias training for members of the University selection committee for YRCs and will publish the names of those on the committee after each annual competition is completed.

Items from Memorandum of Settlement with the employer, October 2018

- ❑ teaching stream – discussion of potential changes to T & P standards; side table in progress
- ❑ equal pay – implementing the agreement on equal pay; in progress
- ❑ Appendix S – reviewing course release for academic administrative positions; in progress
- ❑ Black faculty hiring – making recommendations on how to enhance the representation of Black faculty at York by October 2019; report delayed
- ❑ Disability Task Force – making recommendations by October 2019 about how disability accommodation for faculty can be improved; report delayed to June 1, 2010
- ❑ YUFA membership for faculty on Board of Governors; discussed at May 2019

Communication to members

- ❑ JCOAA and the employer agreed on explanation of new PER procedures; information sent to members in the fall of 2019;
- ❑ The employer will revise cost centre accountability documents after YUFA questioned the procedures through which we were asked to validate PER expenses as related solely to research, rather than to administrative and teaching duties; employer has agreed but not yet acted;
- ❑ JCOAA has requested that members receive their ARMS printout annually to prevent disagreements over teaching load; employer states that this is in progress;
- ❑ JCOAA has requested that pay stubs include information on pension contributions and credited pensionable service in order to avoid mistakes in the calculation of pensions; employer said no;
- ❑ JCOAA has requested that the employer communicate to members about protections against online harassment, especially by students; the employer has promised a response in December.

Other JCOAA Issues

- ❑ JCOAA and the employer provided joint feedback to JCAA on its annual report to JCOAA.
- ❑ Letters of appointment and Appendix P letters: the employer has regularly failed to provide Letters of Appointment to YUFA as required and sometimes failed to specify the correct stream or teaching load; the employer has sometimes failed to provide Appendix P letters to YUFA, as required.
- ❑ Glendon course outlines: The employer required that chairs approve all course outlines at Glendon; after a failed discussion with the employer, this item was moved to grievances.
- ❑ Online evaluations for T&P: The employer wants to permit signed student comments form online course revaluations to be included in files for tenure and promotion. YUFA disagrees. The parties are at an impasse.
- ❑ Note sharing: YUFA requires that the employer ensure that the rights of members are included on requests for student note-takers. Students must agree not to share, post, or sell notes or to otherwise use them for anything but education purposes. The employer has not yet responded.

Other issues (con'd)

- ❑ Appendix P reclassification: A Dean has sought to reclassify Appendix P positions with the approval of JCOAA. Appendix P matters must be brought to JCOAA for sign off.
- ❑ A Dean has sought to issue a warning to selected faculty on reduced load, signalling that their reduced load arrangements may not be renewed. In fact, each renewed load request must be considered individually.
- ❑ A Dean has attempted to create a new stream in the Faculty of Health with “clinical responsibilities,” which are not provided for in the contract. This is under discussion between the parties.
- ❑ The parties are discussing the hiring of part-time Post-Doctoral Visitors, which are not provided for in the contract.
- ❑ YUFA has asked a number of questions of the employer regarding the role of our members in teaching in Continuing Education. This issue has now been moved to grievances.

Long Range Planning Issues

- 1) Enrollment
- 2) Complement
- 3) Markham
- 4) Glendon Restructuring
- 5) FES/Geography merger

LRP (con'd)

6) SHARP

7) SMA 3

8) FGS Restructuring

9) Libraries Restructuring

10) IIRP Implementation Plan

11) School of Nursing Proposal to Relocate to Vaughan

12) Project Benchmark survey on facilities.

YORK UNIVERSITY FACULTY ASSOCIATION

FINANCIAL STATEMENTS

APRIL 30, 2019

YORK UNIVERSITY FACULTY ASSOCIATION

APRIL 30, 2019

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INDEPENDENT AUDITORS' REPORT

To the Members of York University Faculty Association:

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of York University Faculty Association (the 'Association'), which comprise the statement of financial position as at April 30, 2019, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of York University Faculty Association as at April 30, 2019, and its financial performance and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink, appearing to read 'Monte-Lisi & Smith'.

Chartered Professional Accountants
Licensed Public Accountants

Toronto, Ontario
October 25, 2019

YORK UNIVERSITY FACULTY ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT APRIL 30, 2019

| | OPERATING FUND | | DEFENCE FUND | | ARBITRATION FUND | | TOTAL | |
|---|----------------|-----------|--------------|-----------|------------------|---------|-----------|-----------|
| | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| ASSETS | | | | | | | | |
| CURRENT | | | | | | | | |
| Cash | 465,753 | 2,844,999 | - | 1,125,901 | - | - | 465,753 | 3,970,900 |
| Investments (Note 3) | 2,325,160 | 408,250 | 2,553,782 | 1,382,432 | 150,000 | 172,657 | 5,028,942 | 1,963,339 |
| Accounts receivable | 12,201 | 2,478 | - | - | - | - | 12,201 | 2,478 |
| Prepaid expenses | 558 | 1,500 | - | - | - | - | 558 | 1,500 |
| | 2,803,672 | 3,257,227 | 2,553,782 | 2,508,333 | 150,000 | 172,657 | 5,507,454 | 5,938,217 |
| CAPITAL ASSETS (Note 4) | 35,566 | 41,516 | - | - | - | - | 35,566 | 41,516 |
| | 2,839,238 | 3,298,743 | 2,553,782 | 2,508,333 | 150,000 | 172,657 | 5,543,020 | 5,979,733 |
| LIABILITIES | | | | | | | | |
| CURRENT | | | | | | | | |
| Accounts payable & accrued liabilities (Note 5) | 112,233 | 252,376 | - | - | - | - | 112,233 | 252,376 |
| Accrued release time (Note 5) | 171,838 | 89,585 | - | - | - | - | 171,838 | 89,585 |
| Accrued employee costs (Note 6) | 108,300 | 82,300 | - | - | - | - | 108,300 | 82,300 |
| Deferred revenue (Note 13) | 14,445 | - | - | - | - | - | 14,445 | - |
| Funds held in trust (Note 2) | 1,335,593 | 1,608,430 | - | - | - | - | 1,335,593 | 1,608,430 |
| Capital lease obligation (Note 7) | 6,969 | 6,672 | - | - | - | - | 6,969 | 6,672 |
| Current portion of loan payable (Note 8) | 35,000 | 70,000 | - | - | - | - | 35,000 | 70,000 |
| | 1,784,378 | 2,109,363 | - | - | - | - | 1,784,378 | 2,109,363 |
| ACCRUED EMPLOYEE COSTS (Note 6) | 469,400 | 454,300 | - | - | - | - | 469,400 | 454,300 |
| CAPITAL LEASE OBLIGATION (Note 7) | 22,822 | 29,790 | - | - | - | - | 22,822 | 29,790 |
| LOAN PAYABLE (Note 8) | - | 35,000 | - | - | - | - | - | 35,000 |
| | 2,276,600 | 2,628,453 | - | - | - | - | 2,276,600 | 2,628,453 |
| FUND BALANCES | 562,638 | 670,290 | 2,553,782 | 2,508,333 | 150,000 | 172,657 | 3,266,420 | 3,351,280 |
| NET ASSETS | | | | | | | | |
| Constitutionally restricted | - | - | 800,000 | 800,000 | 120,000 | 120,000 | 920,000 | 920,000 |
| Internally restricted | - | - | 1,753,782 | 1,708,333 | 30,000 | 52,657 | 1,783,782 | 1,760,990 |
| Unrestricted | 562,638 | 670,290 | - | - | - | - | 562,638 | 670,290 |
| FUND BALANCES | 562,638 | 670,290 | 2,553,782 | 2,508,333 | 150,000 | 172,657 | 3,266,420 | 3,351,280 |

APPROVED ON BEHALF OF THE EXECUTIVE: _____ President _____ Treasurer

SEE ACCOMPANYING NOTES

YORK UNIVERSITY FACULTY ASSOCIATION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED APRIL 30, 2019

| | OPERATING FUND | | DEFENCE FUND | | ARBITRATION FUND | | TOTAL | |
|---|------------------|------------------|---------------|------------------|------------------|--------------|------------------|------------------|
| | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 | 2019 | 2018 |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| REVENUE | | | | | | | | |
| Membership (Note 9) | 2,727,958 | 2,658,242 | - | - | - | - | 2,727,958 | 2,658,242 |
| Other operating income (Note 10) | 95,555 | 147,712 | - | - | - | - | 95,555 | 147,712 |
| | 2,823,513 | 2,805,954 | - | - | - | - | 2,823,513 | 2,805,954 |
| DIRECT COSTS | | | | | | | | |
| CAUT fees | 257,365 | 257,980 | - | - | - | - | 257,365 | 257,980 |
| OCUFA fees | 257,561 | 255,666 | - | - | - | - | 257,561 | 255,666 |
| CAUT defence fund contributions | 99,132 | 101,921 | - | - | - | - | 99,132 | 101,921 |
| Other | 41,628 | 42,088 | - | - | - | - | 41,628 | 42,088 |
| | 655,686 | 657,655 | - | - | - | - | 655,686 | 657,655 |
| | 2,167,827 | 2,148,299 | - | - | - | - | 2,167,827 | 2,148,299 |
| EXPENDITURES | | | | | | | | |
| Salaries and benefits (Note 17) | 1,014,108 | 1,172,945 | - | - | - | - | 1,014,108 | 1,172,945 |
| Professional fees (Note 11) | 492,630 | 356,339 | - | - | - | - | 492,630 | 356,339 |
| Release time (Notes 5 and 12) | 457,390 | 231,190 | - | - | - | - | 457,390 | 231,190 |
| Community support (Note 13) | 73,117 | 106,413 | - | - | - | - | 73,117 | 106,413 |
| Solidarity and off-campus office | 65,088 | 81,624 | - | - | - | - | 65,088 | 81,624 |
| Office | 51,944 | 38,616 | - | - | - | - | 51,944 | 38,616 |
| Stipends (Note 5) | 50,010 | 11,018 | - | - | - | - | 50,010 | 11,018 |
| Meetings and hospitality | 46,553 | 36,515 | - | - | - | - | 46,553 | 36,515 |
| Faculty and Graduate Co-operative (Note 8) | 27,271 | 30,000 | - | - | - | - | 27,271 | 30,000 |
| Travel and conferences | 16,322 | 34,981 | - | - | - | - | 16,322 | 34,981 |
| Amortization | 10,241 | 10,650 | - | - | - | - | 10,241 | 10,650 |
| Retirement Centre support | 9,738 | 9,738 | - | - | - | - | 9,738 | 9,738 |
| | 2,314,412 | 2,120,029 | - | - | - | - | 2,314,412 | 2,120,029 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES BEFORE OTHER INCOME | (146,585) | 28,270 | - | - | - | - | (146,585) | 28,270 |
| Investment income (Notes 3 and 14) | 13,148 | 11,691 | 45,449 | 23,044 | 3,128 | 2,437 | 61,725 | 37,172 |
| Other income (Note 2) | - | 481,017 | - | 1,122,372 | - | - | - | 1,603,389 |
| | 13,148 | 492,708 | 45,449 | 1,145,416 | 3,128 | 2,437 | 61,725 | 1,640,561 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES | (133,437) | 520,978 | 45,449 | 1,145,416 | 3,128 | 2,437 | (84,860) | 1,668,831 |

SEE ACCOMPANYING NOTES

YORK UNIVERSITY FACULTY ASSOCIATION

STATEMENT OF CHANGES IN FUND BALANCES

FOR THE YEAR ENDED APRIL 30, 2019

| | Defence Fund \$ | Restricted Arbitration Fund \$ | Operating Fund \$ | 2019 \$ | 2018 \$ |
|---|--------------------|--------------------------------------|----------------------|------------|------------|
| FUND BALANCES | | | | | |
| Beginning of year | 2,508,333 | 172,657 | 670,290 | 3,351,280 | 1,682,449 |
| Excess (deficiency) of revenue over expenditures | 45,449 | 3,128 | (133,437) | (84,860) | 1,668,831 |
| Transfers between funds (Note 11) | - | (25,785) | 25,785 | - | - |
| End of year (Note 15) | 2,553,782 | 150,000 | 562,638 | 3,266,420 | 3,351,280 |

YORK UNIVERSITY FACULTY ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED APRIL 30, 2019

| | 2019 \$ | 2018 \$ |
|---|------------------|------------------|
| CASH, beginning of year | 5,934,239 | 5,537,111 |
| CASH FLOW FROM OPERATING ACTIVITIES | | |
| Membership fees | 2,728,623 | 2,657,578 |
| Interest on capital lease | (1,623) | (884) |
| Faculty and Graduate Co-operative | (27,271) | (30,000) |
| Travel and conferences | (31,219) | (20,049) |
| Meetings and hospitality | (49,026) | (35,839) |
| Overhead and general | (55,869) | (22,856) |
| Stipends | (67,693) | (10,274) |
| Community support | (108,354) | (9,564) |
| Funds held in trust | (272,837) | 5,041 |
| Release time | (429,601) | (206,964) |
| Professional fees | (479,967) | (355,138) |
| Direct costs | (655,669) | (657,690) |
| Salaries and benefits | (974,091) | (952,363) |
| | (424,597) | 360,998 |
| FINANCING ACTIVITIES | | |
| Increase (decrease) of obligation under capital lease | (6,672) | 21,346 |
| Loan payments | (70,000) | - |
| | (76,672) | 21,346 |
| INVESTING ACTIVITIES | | |
| Investment income | 61,725 | 37,172 |
| Capital asset acquisitions | - | (22,388) |
| | 61,725 | 14,784 |
| CASH, end of year | 5,494,695 | 5,934,239 |
| CASH CONSISTS OF: | | |
| Cash | 465,753 | 3,970,900 |
| Investments | 5,028,942 | 1,963,339 |
| | 5,494,695 | 5,934,239 |

YORK UNIVERSITY FACULTY ASSOCIATION**NOTES TO FINANCIAL STATEMENTS****FOR THE YEAR ENDED APRIL 30, 2019**

PURPOSE OF THE ORGANIZATION

The purpose of York University Faculty Association ("YUFA", "the Association") is to promote the welfare of York University ("the University") as an institution of higher learning and the socio-economic and general welfare of its academic staff, including the regulation of employment relations between the University and its academic staff. The Association shall promote the defence and extension of the civil rights and liberties of academic staff and the preservation and advancement of free democratic trade unionism. The Association is the certified bargaining agent of persons holding appointments as full-time faculty members or full-time librarians employed by the University.

YUFA is a not-for-profit organization and is exempt from tax under the provisions of the Income Tax Act of Canada.

YUFA meets its objectives by advocating on behalf of its members, including sponsoring mediation and arbitration, and negotiating collective agreements with the University.

1. SIGNIFICANT ACCOUNTING POLICIES

These financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations and are in accordance with Canadian generally accepted accounting principles.

(a) Fund accounting

The Association uses fund accounting.

General activities are reflected in the Operating Fund. The Operating Fund target is 37.5% of the average three year operating budget.

The Defence Fund was established to provide a resource fund for the membership in the event of a strike or other dispute. Provided the Operating and Arbitration Funds have met their respective targets, surplus funds are to be transferred to the Defence Fund to meet its target level of 155% of the average three year operating budget. Investment income may be transferred to the Operating Fund, provided that the Defence Fund balance is in excess of 155% of the average three year operating budget.

The Arbitration Fund was established to provide sufficient financial resources for the membership to provide arbitration, or similar support. The balance of the Arbitration Fund is to be maintained at a minimum level that represents the estimated cost to YUFA of thirty days arbitration. Provided the Operating Fund has met its target level, funds are to be transferred to the Arbitration Fund to meet its target level of 7.5% of the average three year operating budget. Investment income may be transferred to the Operating Fund provided that the fund balance is in excess of 7.5% of the average three year operating budget.

Investments are held on a pooled basis for ease of management.

(b) Investments

Investments are recorded at cost on the date of purchase, which is their fair value. Investment income is accrued and recognized as income up to the year end date.

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2019

1. SIGNIFICANT ACCOUNTING POLICIES, continued

(c) Capital assets

Capital assets are recorded at cost. Amortization is provided annually at rates calculated to write off the assets over their estimated useful lives as follows:

| | | |
|----------------------------|---|--|
| Computer equipment | - | 45% declining balance |
| Furniture and fixtures | - | 20% declining balance |
| Assets under capital lease | - | straight-line over the term of the lease |

(d) Revenue recognition

The Association follows the deferral method of accounting for revenue. Membership fee revenue is comprised of unrestricted contributions that are recognized as revenue when received or when receivable, if the amount to be received can be reasonably estimated and if collection is reasonably assured. Membership fees are calculated as 1.25% of each individual member's annual base salary rate.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Other income is recognized as revenue when it is received or receivable.

(e) Contributed services

Contributed Services are recorded when the fair value can be reasonably estimated.

(f) Financial instruments

The Association's financial instruments comprise cash, investments in interest bearing instruments, accounts receivable, accounts payable, accrued liabilities and loan payable.

Cash, accounts receivable, accounts payable and accrued liabilities, and loan payable are reported at their fair values on the statement of financial position, which are the same as the carrying value.

(g) Cash and cash equivalents

The Association considers deposits on account and investments as cash and cash equivalents.

(h) Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingencies at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. The organization uses estimates in assessing the amount of accrued liabilities, accrued employee costs, and useful life of capital assets. Actual results could differ from those estimates.

2. FUNDS HELD IN TRUST

In fiscal 2017, YUFA became the custodian of funds representing the refund of Long Term Disability premiums paid by members of YUFA over the past number of years.

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2019

2. FUNDS HELD IN TRUST, continued

In fiscal 2018, the General Membership approved the funds to be allocated as follows: 50% to provide retroactive indexing of those who have been most affected, 35% to the YUFA Defence Fund and 15% to the YUFA Operating Fund.

In fiscal 2019, the General Membership approved the use of funds to pay legal, actuarial and other professional consulting fees that YUFA has or may incur to negotiate and introduce indexing of LTD and pension benefits to make related improvements to these plans for members.

| | 2019 \$ | 2018 \$ |
|--|------------------|------------------|
| Funds held in trust, beginning of year | 1,608,430 | 3,206,778 |
| Allocation of funds to the Operating and Defence Funds | - | (1,603,389) |
| Interest | 26,432 | 5,041 |
| Payments on behalf of members | (299,269) | - |
| | <u>1,335,593</u> | <u>1,608,430</u> |

3. INVESTMENTS

Investments are comprised of guaranteed investment certificates and term bonds, earning interest at rates from 0.65% to 2.86%. The investment balance includes accrued interest of \$105,852 (2018 - \$65,918).

4. CAPITAL ASSETS

| | Cost | Accumulated Amortization | Net 2019 | Net 2018 |
|----------------------------|---------------|-----------------------------|---------------|---------------|
| | \$ | \$ | \$ | \$ |
| Computer equipment | 19,116 | 13,653 | 5,463 | 3,887 |
| Furniture and fixtures | 31,022 | 29,610 | 1,412 | 1,765 |
| Assets under capital lease | 36,462 | 7,771 | 28,691 | 35,864 |
| | <u>86,600</u> | <u>51,034</u> | <u>35,566</u> | <u>41,516</u> |

5. RELEASE TIME AND STIPENDS

Each year members of the YUFA Executive Committee are granted release from their teaching duties to participate in YUFA activities. Additional release time may be granted at the discretion of the Executive.

As there is no requirement to take teaching release in the year granted, even though Bylaw 17(e) expects release to be redeemed as quickly as possible, individuals may choose to defer this compensation to future years, with the appropriate approval. The liability of \$171,838 (2018 - \$89,585) represents the estimated value of 7.5 (2018 - 4.0) teaching release grants to be taken in the future. Transactions through the bank in the year are as follows:

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2019

5. RELEASE TIME AND STIPENDS, continued

| | Number of of course release grants | |
|------------------------------------|---------------------------------------|------------|
| | 2019 \$ | 2018 \$ |
| Balance of bank, beginning of year | 4.00 | 5.50 |
| Granted in the year | | |
| Executive and committees | 20.00 | 19.00 |
| Bargaining team | 6.75 | - |
| Caucuses | 1.50 | - |
| Libraries | 1.50 | - |
| Stipends taken as course release | 1.50 | - |
| | 31.25 | 19.00 |
| Disbursed in the year | | |
| As course release | (23.75) | (20.00) |
| As stipends | (4.00) | (0.50) |
| Balance of bank, end of year | 7.50 | 4.00 |

Included in accounts payable and accrued liabilities is \$nil (2018 - \$27,312) related to unpaid stipends granted to members of the Executive for service in prior years. Amounts accrued in 2018 are included above as they were taken as course release in 2019. Stipends are no longer granted, however individuals have taken course release grants in the form of stipends.

6. EMPLOYEE COSTS

Accrued employee benefits are comprised of commitments for vacation pay and post-retirement benefits such as supplemental group benefit coverage, RRSP top up and lump sum payments.

7. CAPITAL LEASE OBLIGATION

The Association entered an agreement to acquire office equipment financed by capital lease. The obligation under capital lease represents the minimum lease payments payable, net of imputed interest at a rate of 4.45% per annum. The lease matures April 2023. Equipment under capital lease is pledged as collateral.

The Association's obligation under capital lease consists of:

| | \$ |
|--|--------|
| Lease payments repayable in blended annual payments of \$8,294 | 33,177 |
| Less: Amount representing interest | 3,386 |
| | 29,791 |
| Less: Current portion | 6,969 |
| Long term portion | 22,822 |

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2019

8. YORK UNIVERSITY FACULTY AND GRADUATE STUDENT CO-OPERATIVE CORPORATION

YUFA contributes to funding the York University Faculty and Graduate Student Co-operative Corporation ("et al.", the "Club"), which is also funded by contributions from the York University administration, the York University Faculty Association Trust and the York University Graduate Students' Association. The Club operates a restaurant and beverage facility, and is to be a space for collegial interaction for the academic community at York University. YUFA members receive membership in the Faculty Grad Club.

To finance this support, in 2017 YUFA received a loan of \$105,000 from the YUFA Trust. The loan is non-interest bearing and expected to be paid in full by April 2020. At year end, \$35,000 remains to be paid.

YUFA has committed \$35,000 to the Club in 2020, to assist with ongoing operations.

9. MEMBERSHIP

Included in membership fee revenue are the following amounts, collected from members of the Association as special levies:

| | 2019 \$ | 2018 \$ |
|--|------------|------------|
| To support Community Projects | - | 2,890 |
| To support et al. and Glendon Senior Common Room | 32,442 | 31,888 |

10. OTHER INCOME

Other income includes \$25,555 from York University received pursuant to Article 26.11, the Transgendered Health Fund, and \$70,000 from the YUFA Trust to support community projects.

11. ARBITRATION EXPENSES

Under the provisions of the YUFA By-laws, arbitration expenses exceeding the average of the prior three years may be charged to the Arbitration Fund. The Arbitration Fund transferred \$25,785 to the Operating Fund in the year (2018 - \$nil), representing a reimbursement of these excess costs.

12. CONTRIBUTED SERVICES

There is an agreement in place with York University to provide various services to the Association, the most significant of which are free office rent and course release time for members of the Executive Committee. The approximate value of one course release is \$22,396, with York University providing seven course releases (2018 - eight course releases).

Volunteers contribute numerous hours each year to the Association. As the fair value of the contributed services cannot be reasonably estimated, they are not recognized in the financial statements.

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2019

13. COMMUNITY SUPPORT

Community support grants provided during the year are comprised of the following:

| | 2019 | 2018 |
|---|---------------|----------------|
| | \$ | \$ |
| Community projects | 47,562 | 76,413 |
| Article 26.11 - Transgendered Health Fund | 25,555 | 30,000 |
| | 73,117 | 106,413 |

Deferred revenue represents funds received from York University to fund future grants under Article 26.11 - Transgendered Health Fund.

14. INVESTMENT INCOME

Under the provisions of the YUFA By-laws, investment income earned on the Defence Fund may be transferred to the Operating Fund if the balance of the Defence Fund exceeds 155% of the average three years operating budget. No investment income was transferred in the year (2018 - \$nil).

Under the provisions of the YUFA By-laws, investment income earned on the Arbitration Fund may be transferred to the Operating Fund if the balance of the Arbitration Fund exceeds 7.5% of the average three years operating budget. No investment income was transferred in the year (2018 - \$nil).

15. FUNDS TRANSFER

Under the provisions of the YUFA By-laws, if the Operating Fund balance exceeds 37.5% of the average three year operating budget, excess funds are to be transferred to the Arbitration Fund, then the Defence Fund, so that these funds maintain minimum balances of 7.5% and 155% of the average three year operating budget, respectively.

As the Operating Fund is below target no transfers are made to either the Arbitration or Defence Funds in the year.

16. FINANCIAL INSTRUMENTS

The Association's financial instruments include cash and investments in interest bearing instruments. The main purpose of the investments is to provide financing for the organization's activities.

The Association has other financial assets and liabilities such as accounts receivables, accrued liabilities and loans payable which arise directly from operations. The main risk arising from the Association's financial instruments are interest rate risk and credit risk.

Interest Rate Risk Exposure

The Association's exposure to the risk of changes in market interest rates relates to the Association's cash and investment balances. The Association manages its risk by investing in liquid, interest bearing investments.

YORK UNIVERSITY FACULTY ASSOCIATION

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2019

16. FINANCIAL INSTRUMENTS, continued

Credit Risk Exposure

The credit risk on the financial assets of the Association equates to the carrying amount. The Association carries receivables from recognized third parties. Receivable balances are monitored on a regular basis to minimize the exposure to bad debt. Credit risk associated with cash and investments is limited to the risk of default by the counter party, with a maximum exposure equal to the carrying amount of these assets.

17. SUBSEQUENT EVENTS

Subsequent to year end, YUFA and CUPE Local 1281, YUFA Sub-Unit, ratified a new Collective Bargaining Agreement ("CBA") to be effective retroactive to June 1, 2019. The terms of this agreement call for approximately \$54,650 of lump sum payments to be made to employees in fiscal 2020 in exchange for replacing existing Article 27, Career Development Leave, with a new Article 27, Personal Development Leave. Five employees were granted a six-week personal development leave during the term of the new CBA, which expires May 31, 2022. One employee was grandfathered to take a career development leave according to the language in the expired CBA.

18. COMPARATIVE FIGURES

Certain of the prior year's figures have been reclassified to conform with the current year's presentation.

Attachment 4b

| Updated Operations Budget 2019-20 | Budget 2018-19 | May '18 - Apr 19 Audited | Budget 2019-2020 | Forecast 2019-2020 | Notes |
|-----------------------------------|------------------|-----------------------------|------------------|--------------------|---|
| Income | | | | | |
| Member Fees | 2,650,977 | 2,694,985 | 2,769,849 | 2,902,142 | |
| YUFA Faculty Club Levy | 30,000 | 32,442 | 35,000 | 37,736 | to offset Faculty Club expenses |
| Article 26.11 | 30,000 | 25,555 | 40,000 | 40,000 | to offset Article 26.11 expenses |
| YUFA Trust Foundation | 100,000 | 70,000 | 100,000 | 100,000 | to offset Community Projects direct payment to YUFA Trust 18-19 |
| ARFL | 1,000 | 530 | 500 | 500 | |
| Total Income | 2,822,977 | 2,823,512 | 2,945,349 | 3,080,378 | |
| Fees Payable | | | | | |
| OCUFA Fees | 260,779 | 257,561 | 262,712 | 270,527 | |
| CAUT Fees | 263,140 | 257,365 | 262,512 | 263,877 | |
| CAUT Defence Fund | 105,559 | 99,132 | 101,115 | 101,115 | |
| National Union Fund | 16,733 | 16,189 | 16,512 | 16,512 | |
| Toronto & York Region LC | 8,894 | 9,044 | 9,225 | 9,919 | |
| Ontario Federation of Labour | 12,000 | 11,395 | 11,623 | 11,623 | |
| Total Fees Payable | 667,105 | 650,685 | 663,699 | 673,573 | |
| Gross Income | 2,155,872 | 2,167,827 | 2,281,650 | 2,406,805 | |
| Expenses | | | | | |
| Course Releases | 431,193 | 457,390 | 361,756 | 361,756 | Budget calculation for 15.5 FCEs @ \$22,911.75. |
| Stipend | | 45,406 | | | |
| Revenue Canada | | 4,604 | | | |
| Total Releases, Stipends | | 507,400 | | | |
| Payroll | | | | | |
| Salaries | 739,268 | 765,364 | 757,927 | 753,631 | CPI 2.2% |
| CDL payout and accruals 19-20 | | | | 113,854 | |
| PDL payout 19-20 | | | | 27,398 | |
| PDL accruals 2020-28 | | | | 32,478 | |
| Benefits | 207,959 | 196,272 | 189,206 | 186,322 | RRSP, Group Benefits, PEA, COFAS, tuition |
| CDL payout and accruals 19-20 | | | | 13,663 | RRSP |
| PDL 19-20 | | | | 3,288 | RRSP |
| PDL 2020-2028 accruals | | | | 3,897 | RRSP |
| Employer Expenses | 35,442 | 36,573 | 36,941 | 35,532 | EI, CPP, WSIB, EHT |
| Provision for retirement | 15,225 | 15,900 | 17,540 | 17,540 | retirees' benefits Article 21.05 of CUPE 1281 CA |
| Total Payroll | 997,894 | 1,014,108 | 1,001,614 | 1,187,603 | |
| Office Expenses | | | | | |
| General Office Expenses | 15,000 | 19,098 | 18,000 | 18,000 | Campaign gears \$10k |
| Printing, Duplicating & Web | 30,000 | 5,412 | 20,000 | 23,200 | photocopier lease, printing of the new CA |
| Dues & Subscriptions | 14,000 | 8,011 | 8,000 | 8,000 | calm dues, s- monkey, dropbox, qkbooks, e-vote, Media Release |
| Interest Expense | | 1,623 | | | |
| Office Equipment | 4,000 | 319 | 12,000 | 9,590 | to purchase new computers |

Attachment 4b

| | | | | |
|---|------------------|------------------|------------------|--|
| Telephone | 7,500 | 7,159 | 7,800 | 6,800 |
| Total Office Expenses | 70,500 | 41,622 | 65,800 | 65,590 |
| Professional Services | | | | |
| Legal | 146,600 | 114,247 | 120,000 | 120,000 |
| Arbitration | 150,000 | 274,303 | 220,256 | 240,000 additional arbitration expenses |
| Audit & Accounting | 32,000 | 34,405 | 32,000 | 32,000 |
| Consulting | 50,000 | 69,675 | 67,000 | 67,000 consulting re: YUPG |
| Other Professional fees | | | | 12,157 legal fees re: CUPE 1281 bargaining |
| Total Professional Services | 378,600 | 492,630 | 439,256 | 471,157 |
| Other Expenses | | | | |
| Travel & Conferences | 25,000 | 16,322 | 30,000 | 30,000 additional conferences are anticipated, CAUT, OCUFA, OFL conferences |
| Meetings & Hospitality | 42,000 | 46,553 | 35,000 | 35,000 additional meetings for bargaining 18-19, caucuses social and dinners |
| Retirement Centre Donation | 9,738 | 9,738 | 9,738 | 9,738 Article 14.06 |
| Faculty Club | 30,000 | 27,271 | 35,000 | 35,000 to offset Faculty Club expenses |
| CAUT Academic Freedom Fund | 5,000 | 5,000 | 5,000 | 5,000 motion passed to pay annually |
| Solidarity - External | 20,000 | 1,500 | 20,000 | 20,000 strike donation |
| Community Projects | 100,000 | 47,562 | 77,000 | 77,000 offset by CP income |
| Solidarity - Members | 4,500 | 4,500 | 4,700 | 4,500 Tennis |
| Article 26.11 | 30,000 | 25,555 | 40,000 | 40,000 offset by Article 26.11 income (Transgender Fund) |
| Miscellaneous Expenses | 10,000 | 10,286 | 10,000 | 10,000 videographer, posters, memorials and other donations |
| Depreciation | 0 | 10,241 | 9,000 | 9,000 depreciation of furniture, photocopier and computers |
| strike expenses | 0 | 59,088 | 0 | 0 strike expenses for May - July 18 |
| Promotional Items | 0 | 0 | 10,000 | 10,000 |
| Total Other Expenses | 276,238 | 263,616 | 285,438 | 285,238 |
| Total Expenses | 2,154,425 | 2,314,412 | 2,153,864 | 2,371,344 |
| Operating Excess | 1,447 | -146,585 | 127,787 | 35,461 |
| Other Revenue | | | | |
| Bank Interest & investment income | 51,400 | 13,148 | 3,150 | 3,150 |
| Total Other Revenue | 51,400 | 13,148 | 3,150 | 3,150 |
| Net Income | 52,847 | -133,437 | 130,937 | 38,611 |
| Fund Deficiencies | | | | |
| 2018-19 estimated net Operating Fund income (reduction) | | | -133,437 | -133,437 |
| Operating Fund deficiency | | | 138,460 | 138,460 |
| Defence Fund deficiency | | | 838,000 | 838,000 |
| Total deficiency | | | 843,023 | 843,023 |
| Surplus (deficiency) at end of 2019-20 | | | -712,086 | -804,412 |

YUFA Trust Fund

Annual General Meeting

Wednesday November 13, 2019, immediately after the YUFA General Membership Meeting (which will run from 10am until sometime up to 1.30pm) and will be held in the same location – Room 320 Bethune.

AGENDA

1. Approval of Agenda
2. Minutes of the April 2019 Annual General Meeting
3. Matters Arising
4. Approval of Financial Report
5. Appointment of Auditor
6. Nominations and Election (nominations close at the meeting - nomination form is attached for use prior to the meeting)
7. Approval of Annual Report
8. Approval of the following motion:
 - 8.1 That we contribute an additional \$100,000 to the YUFA Community Projects Committee and agree to a one-year extension to the two-year agreement with YUFA to provide this amount of funding.
9. YUFA Task Force on Social Unionism
10. Other business.

NOMINATION AS TRUSTEE - YUFA TRUST FUND

The following is hereby nominated as a trustee of the YUFA Trust Fund:
(please print)

Proposer's name (please print)

Signature of proposer: _____

I am willing to stand for this position

Signature of candidate: _____

Please forward to YUFA Trust Fund Returning Officer, c/o YUFA, 240 York Lanes so it arrives by Noon on Monday November 11, 2019.

Nominations may also be made during the Annual Meeting which will be immediately after the YUFA General Membership Meeting on Wednesday November 13, 2019.

YUFA Foundation

Annual General Meeting

Wednesday November 13, 2019, immediately after the YUFA General Membership Meeting (which will run from 10am until sometime up to 1.30pm) and the YUFA Trust Fund Annual General Meeting (to be held immediately thereafter) both of which will be held in the same location – Room 320 Bethune.

AGENDA

1. Approval of Agenda
2. Minutes of the April 2019 Annual General Meeting
3. Matters Arising
4. Approval of Financial Report
5. Appointment of Auditor
6. Nominations and Election (nominations close at the meeting - nomination form is attached for use prior to the meeting)
7. Approval of Annual Report
8. YUFA Task Force on Social Unionism
9. Other business.

NOMINATION AS TRUSTEE - YUFA FOUNDATION

The following is hereby nominated as a director of the YUFA Foundation
(please print)

Proposer's name (please print)

Signature of proposer: _____

I am willing to stand for this position

Signature of candidate: _____

Please forward to YUFA Foundation Returning Officer, c/o YUFA, 240 York Lanes so it arrives by Noon on Monday November 11, 2019.

Nominations may also be made during the Annual Meeting which will be immediately after the YUFA Trust Fund General Membership Meeting on Wednesday November 13, 2019.