



National Postal Mail Handlers Union-Local 305

4907 Fitzhugh Avenue, Suite 100

Richmond, VA 23230-3533

Felandria A. Jackson, President

Leslie Hamlett, Treasurer

LaFon Robinson
Vice President

Marcus Anderson
Recording Secretary

Cynthia Brown
North Carolina

Mike Perry
Maryland

Demetria Spratley
Washington, DC

Marvin Simpson
Virginia

James Beane
West Virginia

OFFICIAL MINUTES Executive Board Meeting November 5, 2022

In Attendance:

Felandria Jackson -

Lafon Robinson-

Leslie Hamlett -

Marcus Anderson-

Cynthia Brown -

Marvin Simpson -

Demetria Spratley -

Mike Perry -

James Beane -

Local President

Vice President

Treasurer

Recording Secretary

NCSEBM

VASEBM

DCSEBM

MDSEBM

WVSEBM

The Executive Board Meeting for NPMHU Local 305 was called to order by President Felandria Jackson at 10:16 a.m. The roll call was then conducted by Recording Secretary Marcus Anderson.

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STANDARD OPERATING PROCEDURES

The Executive Board convened to determine what the standard operating procedures for Local 305 shall be. The Board reviewed past minutes and motions to ensure all Board members understood the procedures that are currently in place. The Board also held discussions on needed adjustments, along with the adopting of policies to safeguard the organization. As a result of this review and discussion the following motion was made:

Motion: *MDSEBM Mike Perry moved to hire a full-time bookkeeper.
The motion was seconded by DCSEBM Demetria Spratley and moved forward unanimously.*

The Executive Board agreed to reconvene to review the SOP once drafted by the Recording Secretary.

STATE REPRESENTATIVES REPORT

General reports and concerns were then provided by each State Representative for their individual installations.

With no further business on this date, Recording Secretary Marcus Anderson made a motion to adjourn the meeting. The motion was seconded by Vice President Lafon Robinson and moved forward unanimously. The Executive Board meeting of Local 305 was officially adjourned at 6:21 p.m.

Respectfully Submitted,



Marcus D. Anderson
Recording Secretary
NPMHU – Local 305