



Hello, Sisters, Brothers, and Comrades! My name is Tracy Kennedy, and I have been a Unit 1 member since 1999.

I am running for the position of Recording Secretary. I have worked at CUPE 4156 as their Executive Assistant for almost three years, and I was the Recording Secretary for Niagara CUPE Council last year. I have ample experience:

- Creating agendas for Executive and General Membership Meetings, and taking thorough and accurate notes.
- Tracking members and their contracts across five units in previous positions on the Executive Committee.
- Organizing and booking accommodations for conventions and conferences.
- Organizing and booking rooms on campus for committee meetings.

I am very skilled at organizing digital files and recording keeping, and have taught other locals in Niagara how to set up their own digital tracking and records systems. I feel my organizational and administrative skills would be of benefit to the Local.

With thanks and in Solidarity,  
Tracy Kennedy, PhD