

VA Bargaining Survey Meeting: **HOW TO**

Dear Local President

By now you have read the agency proposals to gut our contract and our rights in the workplace.

It's time to fight back! We need to have small group meetings (4-5) and one-on-one meetings with every employee to get them involved in their Union.

One of our best tools in Union toolkit is membership meetings, and we can use this to get the ball rolling.

Step-by-step how to for how to set up this meeting:

- 1) Pick a time and place for your meeting (lunchtime is best)
- 2) Reserve a room
- 3) Pass out Flyers ([Flyer LINK](#))
- 4) Have one-on-one and small group discussions with coworkers in advance of the meeting (One-on-One Script)
- 5) Set up the room-
 - a. Have somebody at the front of the room with
 - i. Sign in-sheet ([Sign-in Sheet LINK](#))
 - ii. copies of the VA proposal ([VA proposal LINK](#))
 - iii. Survey ([Survey LINK](#))
 - iv. 1187s ([1187 LINK](#))
 - b. Have somebody lead the meeting ([Meeting Script LINK](#))
 - c. Have volunteers in each corner of the room to
 - i. Pass out extra materials
 - ii. Sign up potential members
 - d. Have somebody at the door to collect surveys and 1187s

Remember to take note of people who are engaged and interested- we need everybody involved in this Union and want to get folks involved. If they care about what is happening, we need them involved in our Union talking to their coworkers and taking action.