

# **MINUTES: Executive Meeting**

## **Tuesday, December 14, 2010**

### **1. Call to Order**

Meeting called to order by Lois Kirkup at 12:10 p.m.

In attendance: Debbie Cole, Blair Crawford, Gord Holder, Lois Kirkup, Jacquie Miller, Julie Oliver, David Reevely, Joanne Schnurr.

Absent: Randall Denley, Jeff Parks, Delta and DLR reps.

### **2. Approval of Agenda**

M/ by David Reevely to approve amended agenda. S/ by Joanne Schnurr. CARRIED.

### **3. Secretary's Report**

(a) Good Standing Report: All current executive members in good standing. Two at-large vacancies. Nominations scheduled for Dec. 17 general membership meeting.

(b) Adoption of Minutes:

M/ by Gord Holder to adopt the November 9, 2010 Minutes. S/ by Debbie Cole. CARRIED.

(c) Correspondence: CJFE thank you for 2010 membership fee and donation. Thank you note from Dave Rogers.

(d) Congratulations and Condolences:

- Basket to Nancy Campbell (Citizen/RS&S) - retirement Oct. 29/10
  - Basket to Terry Garner (Citizen/Fin. Services) - retirement Oct. 29/10
  - Basket to Jenny Green (Citizen/Editorial) - retirement Oct. 29/10
  - Basket to Bert Hill (Citizen/Editorial) - retirement Oct. 29/10
  - Basket to Jenny Green (Citizen/Editorial) - retirement Oct. 29/10
  - Basket to Alan Jenkins (Citizen/In-House Printing) - retirement Oct. 29/10
  - Basket to Dave Rogers (Citizen/Editorial) - retirement Oct. 29/10
  - Basket to Kurt Johnson (Citizen/Editorial) - retirement Nov. 30/10
  - Basket to Paula McLaughlin (Citizen/Editorial) - retirement Dec. 3/10
  - Basket to Vanessa Lee (CTV Ottawa) - baby girl, Avery
- Checking re memorial donation info for Lynn Saxberg's father.

### **4. Treasurer's Report**

(a) Financial Report: (attachment) Meetings line item on November report includes payment for Lois Kirkups attendance at CWA/SCA Canada executive meeting in Toronto and airfare for trip to Victoria. Will receive rebate about \$1,100 from total spending of \$1,385.

(b) 2009 - 2010 Audit Report: Auditors reported no concerns on the financial statements for fiscal 2010.

In response to questions from Gord Holder, Treasurer Debbie Cole gave the following responses:

i) In the General Fund, Receivable from Defence was about \$34,000 at the end of the fiscal year. ONG bookkeeper and auditors said there was no requirement to transfer funds to return that figure to zero annually, and it might even cause a loss of interest income within the Defence Fund. No action will be taken at this time. However, it is agreed that we will continue to monitor the situation with the idea of preventing possible cash-flow problems within the General Fund.

ii) The lease for current offices covers only part of 2014, which reduces the lease commitment for that fiscal year.

iii) Within the General Fund, there were significant downward variances in spending on Rent (because of two common-area expense rebates from Minto this past fiscal year), Guild Awareness (additional expenses in 2009 re anniversary celebration) and Education (half-day seminar for executive in 2009).

iv) Surplus of \$12,000 overall for the General Fund on fiscal 2010.

(c) Office Computer: Debbie Cole suggests getting another computer for the ONG office. Previous computer purchased March 2006.

M/ by Debbie Cole to spend maximum of \$1,000 for purchase of new computer and software. S/ by Blair Crawford. CARRIED.

(d) Signing Cheques: M/ by Gord Holder, that blank cheques containing one signature in advance not be used by the ONG. S/ by David Reevly. CARRIED.

(e) Operation Christmas Cheer - Request for donations: M/ by Gord Holder that ONG donate \$400, representing \$400 for \$50 per local/unit that is on strike or lockout and is listed on the request from Operation Christmas Cheer.

S/ by Debbie Cole. CARRIED.

(f) Impact of Postmedia Buyouts: Because of buyouts/retirements at the Citizen, Debbie Cole estimates that the local will lose about \$1,350 a month, or \$16,000 a year. Per caps payments to affiliates such as Ontario Federation of Labour, CWA/SCA Canada, etc., will be reduced, and the budget estimate for 2010-11 for that line item should be OK. The overall shortfall on budget will be between \$5,000 and \$9,000. Local executive will wait to early in 2011 to see actual impact of buyouts before deciding to address this year's budget, if necessary.

5. **Unit Reports**

**a) CTV Ottawa:**

(a) Posting grievance update: Meeting with management, part of the agreed settlement, was scheduled for Dec. 16. Only two members were expected to attend.

(b) Newsroom Ergonomics update: The new Guild Health and Safety Committee rep collected information from impact on members (including members of the CEP unit in the building). Included were many mental health issues that had not been expected. Company appeared to be dumbfounded at the results, but the response was only to set up a meeting with an EAP representative. That would deal with issues of personal stress rather than the issue of the workplace atmosphere.

(c) News Promo Grievance: Mid-day promo of evening newscast was done for many years by Guild members. Unit Chair Joanne Schnurr reported that CEP members apparently once did the promos, but that was before it became a task assigned to Guild members. All of a sudden, the new news director decided that CEP would do it again with the idea of turning the material into a "promo" rather than a "news update." Grievance was filed in late November and meeting with company was held in early December. Company response was that this was a small part of the job of the Guild member most affected, so it would not represent a significant loss of function. Company also says it will turn preparation of the promos into three-hour productions. Guild unit members said they wanted those to be Guild hours and to have someone hired for that position. No agreement reached with company at meeting. After discussion by executive, it was decided to seek a legal opinion on the matter.

(d) Contract Bargaining: Unit members yet to form bargaining team. Collective agreement expires Dec. 31, 2010. Company seems anxious to begin bargaining.

(e) News producer: Temporary contract of former CTV Ottawa Bureau employee was not renewed. A full-time replacement from Toronto was hired.

Note: Joanne Schnurr left meeting at this point.

**b) DLR International:** No report.

**c) Delta Reprographics:**

(a) Dues update: Three postdated cheques (up to Dec. 31) received from employer. This should get required dues remittances up to date to the end of November 2010.

**d) Ottawa Citizen**

(a) Editorial - Video Release Agreement: Jacquie Miller to discuss matter with Drew Gragg, Citizen management.

(b) Photographers update: One member filed for E-3 differential for doing interviews as part of the production of videos for online department. That claim was denied. Grievance to be filed. Others photographers advised to file their differential claims as well. One photographer has also filed claims for missed meal breaks; those appear to have been paid.

ONG President Lois Kirkup has talked to Citizen editor-in-chief Gerry Nott about issue of classifications of online department positions; discussions to be continued.

(c) RS&S Discipline meeting regarding member who had been out of the department on transfer and was put back into department. He had a serious problem in his area (call from carrier). Next day there was a conflict with the manager. Subsequent meeting with manager on Nov. 29 didn't go well, and Treasurer Debbie Cole was called into the meeting. Member later apologized to manager. Note was placed on the file of the member. ONG to seek copy of that note.

(d) Scheduling: Because of buyouts, etc., and because of Gerry Nott's memo about impending changes in duties/shifts/etc., ONG Secretary Gord Holder predicts more complaints regarding scheduling on night news desk. President Lois Kirkup suggests including the issue on the agenda for an upcoming meeting with management (Gerry Nott).

(e) Reclassification request: Member in E-4 category had been working primarily as E-2 and also as E-1 during period between beginning of March and end of October. Member and President Lois Kirkup met with Night News Editor David Guy and Managing Editor Rob Warner in early November to request that member be reclassified as E-2. No response yet. Lois Kirkup to send followup note to David Guy requesting response.

6. **Arbitrations**

No report.

7. **Committees**

(a) Personnel

(b) Communications

(c) Health & Safety

(d) Grievance

(e) Guild Awareness / Mobilization - Sweets at Ottawa Citizen - Fri. Dec. 17

(f) Finance

(g) Organizing

(h) Elections

(i) Bylaws

8. **Internal Guild**

(a) ONG Website: Lois Kirkup to update site as required with recent news/developments.

(b) Postmedia Network Caucus: No call has been held for the past several weeks. Likely to have one early in 2011. Lois Kirkup was in Victoria to help Victoria-Vancouver Island Newspaper Guild prepare for bargaining as it related to online issues. SAXO training not yet scheduled for Times-Colonist. VVING expects tough bargaining with company to attack on jurisdiction language. Lois Kirkup reported that it was good to see what was going on in that newspaper's smaller newsroom situation.

(c) TNG Sector Conference, February 2-6, 2011, Orlando, FL

- Resolutions & Credentials deadline - January 18, 2011

(d) Election Committee: ONG Secretary Gord Holder, an interim member of the TNG Sector's Sector Elections and Referendum Committee, raised the need for the ONG to form an election committee as one of the first items of business at the Dec. 17 general membership meeting. This committee would also have responsibility for handling of local duties during Sector international elections scheduled for 2011. Depending on nominating process scheduled for February Sector Conference in Orlando, there may or may not be a need for balloting to be conducted among ONG members. Voting process will involve mailing all ballots to post-office box, likely in Canada. Local election committee will have to decide whether to distribute election materials in shop or by mail, etc. Local would be responsible for cost of having election materials mailed directly to members by the SERC. Local will also have to mail election notices to members' home addresses, as required under the U.S. election laws that govern the Sector's election process.

9. **Outside Issues**

(a) LabourStart - request for donations: M/ by Debbie Cole that ONG donate \$25 to the LabourStart organization that operates a website devoted to labour issues and campaigns. S/ by Julie Oliver. CARRIED.

(b) Canadian Labour Congress - Ontario Winter School: Brochure on winter school courses included in meeting packet.

10. **Other Business**

11. **Lost Time Notification:** Lost time for Debbie Cole, Blair Crawford, Lois Kirkup, Jacquie Miller, Julie Oliver, David Reevely.

12. **Upcoming Meetings:**

- Next General Membership meeting (annual general meeting) - **Friday, December 17, 2010** - 12 noon, Ottawa Citizen Conference Centre.

•Next Executive Committee meeting - **Tuesday, January 11, 2011**, 12 noon, Guild office.

13. **Adjournment**

M/ by Gord Holder to adjourn at 2:05 p.m. S/ by David Reevly. CARRIED.