

MINUTES: Executive Meeting

Tuesday, January 9, 2007

Present: Lois Kirkup, Janet Hunter, Nancy Noel, Gord Holder, Debbie Cole, Nicole Laurin, Tony Cote, Terry Garner, Jordan Juby, Don Smith and Pat Cavalier (staff).
Absent: Joanne Schnurr, Claude L'Ecuyer.

1. **Call to Order**
The meeting was called to order by Lois Kirkup at 1:00 p.m.
2. **Approval of Agenda**
Add 5. c. [b] Editorial - PDF
M/ by Nancy Noel to approve the amended agenda. S/ by Gord Holder. **CARRIED.**
3. **Secretary's Report**
 - a. **Executive Committee – good standing report.**
Nancy Noel recorded that everyone is in good standing.
 - b. **Adoption of Minutes:**
M/ by Terry Garner to adopt the December 13, 2006 Minutes. S/ by Don Smith. **CARRIED.**
 - c. **Correspondence - Nancy Noel circulated various correspondence items including:**
 - Information/newsletters from OFL and ODLC; Lancaster Reports.
 - Thank you card received from the Knowles family for ONG donation to the Queensway- Carleton Hospital in memory of Terry Marcotte's step-father.
 - Strike appeal received from the Ontario Federation of Labour on behalf of CEP Local 37-X in Timmins, ON, locked out since September 2006 by Grant Forest Products. M/ by Janet Hunter to send a \$50 strike donation. S/ by Debbie Cole. **CARRIED.**
 - Belated thank you letter from the Endemann family for ONG donation to the Perley Rideau Foundation in memory of Kirstin Endemann's grandmother.
 - d. **Congratulations & Condolences:**
 - See item 4-d - Fletcher Trust Fund.
4. **Treasurer's Report**
 - a. **Financial Report:** Gord Holder presented the report on the statements dated December 31, 2006, which is one-quarter way through the fiscal period. Revenue figures are pretty well on target. Dues invoices for the at-large members have been sent out for the first half of 2007. Expense items for this month include Guild Awareness charges for the Christmas workplace treats. Gord advised that the office rent will increase in January by approximately \$60/month, reflecting changes in common area expenses, utilities etc. There will also be a slight increase in the base rent figure effective in July 2007. The Defence Fund Balance Sheet shows the separate values of the Guild's fixed income investments and mutual fund investments, with a total Long Term Investments figure of \$1,289,142.98. The Defence Fund Income Statement reflects the reporting change put in place by the auditors and records separately the interest income from mutual funds, as well as the increase/decrease in the long-term funds which mostly relates to the strip bonds held by the ONG.

b. CALM - 2007 Membership: An invoice for our 2007 membership to the Canadian Association of Labour Media has been received; annual membership dues are \$100.00. M/ by Gord Holder to renew the ONG membership to CALM for 2007. S/ by Terry Garner. CARRIED.

c. 2007 CWA Eduardo Diaz Union-to-Union Fund: Information has been received from CWA for the 2007 Union-to-Union program. The quota is 10¢ per member per year, which means the ONG required payment for 2007 would be about \$27.50 U.S. The executive was advised that the ONG usually sends a cheque for \$75 CDN each year as a donation to more than cover that quota. This international solidarity fund is used to help finance projects around the world for specific union needs for which there is no money, and priority is given to assist the living standards of working women. M/ by Gord Holder that the ONG send \$75 CDN to the Eduardo Diaz Union-to-Union 2007 campaign. S/ by Janet Hunter. CARRIED.

d. VVING - Trust Fund established for children of member killed Dec. 11/06: Gavin Fletcher, Sports editor for the Victoria Times Colonist and member of the Victoria-Vancouver Island Newspaper Guild, was killed in a car crash two weeks before Christmas. Fletcher, age 39, was heading home from his evening shift at the paper when the accident occurred. A trust fund for his two young daughters has been established. Discussion regarding donation amount. M/ by Gord Holder that the ONG donate \$100.00 to the Fletcher Trust Fund. S/ by Debbie Cole. CARRIED.

5. Unit Reports

a. CJOH (CTV Ottawa)

[a] Contract Bargaining: The CJOH collective agreement expired Dec. 31/06 and contract negotiations begin January 10. Six bargaining dates have been scheduled during January.

b. DLR International

[a] Bargaining update: Dave Wilson is still talking with Guy Laurin about some contract clauses. Lois Kirkup said she will speak with Arnold Amber about DLR.

Executive committee discussed whether or not we will continue sending contracts to Washington, as well as to the Canadian Region office. Lois said they are looking into processes and procedures to be followed etc., and we will know more about these kinds of questions after the spring TNG Canada/CWA national representative council meeting, as well as the TNG sector conference and CWA convention in July. Tony Cote expressed the concern that Canadian locals should continue sending a copy of all contracts to Washington because of the extensive collective bargaining knowledge there.

c. Citizen

[a] Building Services - Mailroom cleaners: Don Smith confirmed that a temporary full-time mailroom cleaner has been hired to cover for people away on sick leave, and hopefully she will cover for holiday periods as well. Stated that it is also a safety issue to have the necessary staffing.

[b] Editorial - PDF: Gord Holder updated about the PDF Senators 'game day' download on the Ottawa Citizen site that people can download and have for the hockey game. Couple of issues involved: time zones are a factor; someone on days, likely from the copy desk, will have to prepare the information -

an extra duty for someone. The Guild will need to keep an eye on this.

[c] Editorial - Overtime for designer: Discussion about Christmas vacation period with many people off and a member who came in on Boxing Day in order to get work done. Discussion of staffing levels and scheduling problems. The company wouldn't authorize the overtime for Saturday, December 23. Part of the difficulty in design department is a number of people are on a reduced work week or are part-time. Lois Kirkup will speak with Kate Jaimet and Joanne Laucius about scheduling. Lois will also speak with the new intern reporters about overtime, etc.

6. Arbitrations - n/a

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pg. 3

7. Committees -

- a. Personnel -
- b. Communications -
- c. Health & Safety - Need cigarette butts cleaned up outside the doors. Also mention of unsafe tables (easily tipped).
- d. Grievance -
- e. Guild Awareness / Mobilization -
- f. Finance -
- g. Organizing -
- h. Elections -
- i. Bylaws -

8. Internal Guild

- a. ONG Local website: "ottawanewsguild.ca"

Need training session concerning posting information, etc. We should have a committee of a couple of people responsible to process updates. The ONG will try to organize an hour or so for website training with David Hunter.

Couple of website ideas: highlight various contract sections/clauses with an explanation provided, for example, overtime; pop-up 'clause of the month' question/feature with link to answer; educational info for members.

- b. TNG-CWA Residential Seminar for New Local Officers, Silver Spring, MD, February 16-19, 2007: Residential school material was included in the December 2006 meeting package; likely no one from ONG attending the school this year.

- c. TNG Canada/CWA National Representative Council: Lois Kirkup advised that the spring meeting will be held in Toronto, possibly on the April 21-22 weekend; dates to be confirmed. *Note: since executive meeting, it's been confirmed that the NRC meeting will be held in Toronto, April 14-15, 2007.*

- d. TNG-CWA - Sector Conference & Convention: The TNG Sector Conference and CWA Convention are being held in Toronto in July 2007. The ONG will have to elect its 2007 delegates at the March membership meeting. Lois Kirkup believes we should send 4 + 2 delegates to the meetings.

9. Outside Issues

- a. CLC - 2007 Winter School: Some executive members are interested in some of the courses being offered, but people are unable to attend at this time.

10. Other Business

11. Lost Time Notification

Lost time recorded for Debbie Cole, Tony Cote, Terry Garner, Jordan Juby, Lois Kirkup, Nancy Noel, Don Smith.

12. Upcoming Meetings

➤ Next Executive meeting is **Tuesday, February 20, 2007** - 1 p.m. - Guild office.

Executive looked at various meeting dates for the balance of the year; we will confirm use of the Citizen Conference Centre for the general membership meeting dates and then distribute a 2007 meeting schedule to executive members with the February meeting notice.

13. Adjournment

M/ by Gord Holder to adjourn the meeting at 2:20 p.m. S/ by Janet Hunter. CARRIED.