

MINUTES: Executive Meeting

Tuesday, June 3, 2008

Present: Lois Kirkup, Nancy Noel, Terry Garner, Gord Holder, Debbie Cole, Joanne Schnurr, Jackie Beingessner, Claude L'Ecuyer, Charlene Ruberry, Don Smith and Pat Cavalier (staff).

Absent: Jake Rupert, Marc Laurin, Jean Renaud.

1. **Call to Order**

The meeting was called to order by Lois Kirkup at 11:05 a.m.

2. **Approval of Agenda**

Add: 5. d. [g] Hire date; and [h] Financial Services - Staffing issues.

M/ by Nancy Noel to approve the amended agenda. S/ by Don Smith. CARRIED.

3. **Secretary's Report**

a. Executive Committee – good standing report: Terry Garner reported that no reply has been received from Marc Laurin in response to a letter from the Guild to him advising he is no longer in good standing because of missed meetings. All other executive committee members are in good standing.

b. Adoption of Minutes:

M/ by Nancy Noel to adopt the May 6, 2008 Minutes. S/ by Charlene Ruberry. CARRIED.

c. Correspondence - miscellaneous items circulated: notice of CJFE annual general meeting June 12 in Toronto; ODLC event notices. Thank you letter from Linda Foley for ONG donation to the TNG Freedom Award Fund 2008 Banquet. Thank you card received from Brenda Zalewski re donation to Diabetes Association in memory of her grandfather.

d. Congratulations & Condolences:

·Donation to The Leukemia and Lymphoma Society in memory of Mary Boarman, wife of Bill Boarman, CWA V-P of Printing, Publishing and Media Workers' Sector.

·Donation to the University of Ottawa Heart Institute in memory of Kenneth Allen, father-in-law of Joyce Allen (Citizen/Financial Services).

·Nancy Noel advised about two members currently off work in Financial Services; one member has been away since the death of her mother in March and another member has been away for several weeks with back problems; Guild will send baskets to both members.

4. **Treasurer's Report**

a. Financial Report: Gord Holder gave the financial update to May 31, 2008, two-thirds way through this fiscal year, advising we are on target with budgeted figures to this point in the budget year. Gord estimates we should be close to the \$210,000.00 Membership Dues

revenue for the year. The current Conferences expenses cover airfare and the hotel deposit only for the CWA convention in Las Vegas, with additional charges still to come. The Servicing line is higher than usual, partly because there were three pay periods in May. Regarding the ONG mugs order,

.../2
pg. 2

Gord has reversed the expense item and created a receivable amount (\$2,162.40) for the mug deposit which we are trying to get refunded. The Defence Fund Balance Sheet lists the value of the long-term investments at \$1,339,683.57. May was a bumpy ride for the Defence Fund, with one mutual fund increasing, but the strip bonds dropping in value. Bargaining expenses relate to Citizen Unit bargaining, covering Guild leave for one day of pre-bargaining and three days of negotiations. We don't yet know the number of days of lost time that the Citizen will cover for bargaining. The Guild has a term deposit maturing in July and Gord will then make a transfer to pay the Receivable from Defence Fund amount owing. The Finance Committee will meet for budget preparations before the September executive meeting.

b. CJFE - Canadian Journalists for Free Expression 2008 membership:

The ONG usually makes an annual donation of \$200, which reflected \$25 membership fee and \$175 donation. Membership fees are \$75 for 2008.

M/ by Gord Holder to send \$200.00 to Canadian Journalists for Free Expression; \$75 as the 2008 membership fee and a donation amount of \$125.00. S/ by Debbie Cole. CARRIED.

5. Unit Reports

a. **CTV Ottawa (CJOH):** Joanne Schnurr advised they met with the company again regarding their clothing allowance. There is nothing new to report and the company is still working on this. Regarding the cell phone issue, Joanne reported that some members have submitted and been reimbursed for their cell phone charges, so they will continue to urge members to request reimbursement for business calls/charges on their personal cell phones.

b. DLR International

[a] Grievance update: Staff rep Dave Wilson met with the company owner on May 29. Guy Laurin wants the member on sick leave to go to a doctor of the company's choice before returning to work. Dave is recommending that the Guild file for arbitration on both the sick leave and wage rate grievances.

M/ by Gord Holder to proceed to arbitration on the sick leave and wage rate grievances at DLR International. S/ by Nancy Noel. CARRIED.

c. Delta Reprographics

[a] First contract: Proposed contract included in meeting package; the contract ratification meeting and vote will be held at Delta on June 13; Debbie Cole or Don Smith will attend with Dave Wilson.

d. Ottawa Citizen

[a] Editorial - Newsroom Re-organization:

[b] Editorial - Information included in meeting package on copy editing of wire stories and pages. Discussion concerning editing function going to Hamilton; more worrisome part of changes; don't have staff numbers around to do the work. Pages that are still going to Hamilton are being sent without headlines etc. Discussed training and overtime; things are moving around in the newsroom. Lois advised that CWA/SCA Canada Canwest caucus locals plan to meet prior to the CWA convention to discuss strategies and initiatives concerning a public awareness campaign.

[c] Editorial - Courthouse parking update: The Guild received a response letter to the standing committee meeting advising that the Citizen will continue to pay parking expenses for the current member, as long as she was assigned to the courts. In its letter, the company also gave notice of intent to stop this practice in the future, so once this member leaves the courts, no parking expenses will be covered by the company, unless the assignment is of a temporary nature.

[d] Editorial - Benefits grievance: Lois Kirkup has received a copy of the company response denying this grievance. Employee benefits are being addressed further with the company in contract negotiations.

...../3
pg. 3

[e] Building Services - Mailroom cleaner: Discussion about a letter the Guild received from Citizen HR concerning complaints made by a mailroom cleaner about various incidents.

[f] Unit - Contract Bargaining - June 18, 19 & 20, 2008: Lois Kirkup reported that the first three days of contract bargaining were pretty routine. The parties exchanged proposals, some counters were presented, and some minor items were agreed to. The Guild presented a wage proposal to the company and they are costing out all the Guild demands. Contract negotiations are scheduled to resume June 18-20. Executive discussion about mobilization of membership; for example - signed posters to show support for the bargaining committee. Cross-departments signatures were suggested – “We support our Bargaining Committee” – to post on the Guild bulletin boards.

[g] Hire date: Discussion concerning hire dates and vacations as Debbie Cole received a couple of letters from a member about not being properly credited with time for vacations purposes; company says that no part-time hours prior to 1984 are eligible.

[h] Financial Services - staffing issues: The department is more short-staffed than usual; one member has been away since early March, and won't be back until July at the earliest, and another person has been away on sick leave for the past few weeks. Lois Kirkup will request a meeting with HR to discuss the situation.

6. Arbitrations

· Ottawa Citizen Family Day Statutory Holiday grievance.

7. Committees -

- a. Personnel -
- b. Communications -
- c. Health & Safety -
- d. Grievance -
- e. Guild Awareness / Mobilization - Mug update: Jackie Beingessner reported that Shy Jacoby of Canadian Union Promotions hadn't returned the ONG mug order deposit yet. Jake Rupert will process further, for example, to small claims court. Executive discussion about Special Projects Fund and ordering mugs from a new supplier. Jackie had product samples and provided pricing information obtained from two different suppliers, one located locally in Stittsville.
M/ by Debbie Cole - does the Guild proceed with re-ordering ONG mugs for bargaining.
S/ by Don Smith. CARRIED.
Executive members reviewed the two sample mugs and the unit costs, \$6.75 versus \$9.00, delivery estimates etc.
M/ by Jackie Beingessner that the Guild order 350 stainless steel mugs from the local

company in Stittsville, available for delivery in 10 days, to have in time for Citizen bargaining, at a cost quote of \$2,910.32. S/ by Debbie Cole. CARRIED.

- f. Finance - committee budget meeting Sept. 3/08.
- g. Organizing -
- h. Elections - Eastern Canada VP election delay: 4 or 5 Canadian locals didn't vote in April so SERC will be conducting elections in these locals by the end of this month and results should be known in July.
- i. Bylaws -

8. Internal Guild

a. ONG Communications Policy: Draft proposal in meeting package; matter will be tabled to July executive meeting for further discussion.

...../4

pg. 4

b. ONG Local Website "*ottawanewsguild.ca*" Post bargaining bulletin #1. Hold off on printing quotes for local history until after we have completed Citizen bargaining.

c. CWA Convention - June 2008, Las Vegas:

d. CWA/SCA Canada Promotional items: Lois Kirkup, Martin O'Hanlon and Joanne Scheel are looking at new promotional items for the national union.

e. CWA/SCA Canada Fall National Rep Council Meeting: The fall NRC meeting will be held in Kingston on the weekend of October 24-26, 2008. We will hold off on making travel arrangements and reservations for the Kingston meeting until after the finance committee has looked at the budget.

9. Outside Issues

10. Other Business

11. Lost Time Notification

Lost time recorded for Jackie Beingessner, Debbie Cole, Terry Garner, Lois Kirkup, Claude L'Ecuyer, Nancy Noel, Charlene Ruberry, Joanne Schnurr.

12. Upcoming Meetings

❖ Next General Membership Meeting - **Wednesday, June 18, 2008** - 12 noon, Ottawa Citizen Conference Centre.

❖ Please note change of start time for the July Executive meeting: **Tuesday, July 8 at 1:00 p.m.**

13. Adjournment

M/ by Gord Holder to adjourn the meeting at 1:05 p.m. S/ by Claude L'Ecuyer. CARRIED.