

MINUTES: Executive Meeting

Wednesday, September 5, 2007

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

Absent: Janet Hunter and Don Smith.

1. Call to Order
The meeting was called to order by Gord Holder at 1:20 p.m.
2. Approval of Agenda
Add 5. d Citizen Unit - [h] Mailroom Cleaners - Security Camera; [i] RS&S - Country Vans
M/ by Debbie Cole to approve the agenda. S/ by Terry Garner. CARRIED.
3. Secretary's Report
 - a. Executive Committee – good standing report.
Nancy Noel reported that all executive committee members are in good standing.
 - b. Adoption of Minutes:
M/ by Terry Garner to adopt the July 10, 2007 Minutes. S/ by Debbie Cole. CARRIED.
 - c. Correspondence - miscellaneous items circulated from CWA, OFL, ODLC, as well as
·OFL Convention Call - Toronto, ON, Nov. 26-30, 2007.
·ODLC Minutes
·Workers Health & Safety Centre Publication
·OFL United Way Campaign and Provincial election materials
·OFL Employment Equity Conference info
 - d. Congratulations & Condolences:
·Donation to Juvenile Diabetes Research Foundation in memory of Sydney Muller, father of Laura Robin (Citizen/Editorial).
·Joanne Schnurr advised that CTV Ottawa member Alyson Fair had a baby girl, Olivia.
4. **Treasurer's Report**
 - a. Financial Report: Gord Holder presented the financial update to August 31, 2007, which includes specifics for the months of July and August. This fiscal year will end September 30. Gord reported that Dues Revenue is slightly over budget for the year and we will also be slightly over budget on rent income received from TNG Canada. Concerning Expenses, it appears that all conference bills from Toronto are recorded, indicating we will be slightly under budget on the Conferences line. The Toronto location for the sector conference and convention likely helped to reduce our costs to attend the meetings this summer. We are over budget on Strike Donations solely due to the amount of our donation to the Toledo Guild. When the local began the Special Projects Fund, it was decided to use savings accumulated

over past years to finance the fund.

...../2

pg. 2

Gord reports that the bookkeeper and auditor advise that the local history project and website are current expense items so there is a new section at the bottom of the financial report to reflect the Special Projects info. We will transfer money from the Special Projects Fund to the General Fund chequing account in the next month, and once the Drolet invoices are in, Gord will make another transfer. On the Balance Sheet there is an amount Receivable from Defence Fund of \$8,786.47 and Gord will make a transfer to zero this out before the fiscal year-end. On the Defence Fund Balance Sheet, the value of the Guild's long-term investments is \$1,293,606.99. While June/07 was a hard month on the value of the investments, July and August were more profitable. There were no Defence Fund expenses over the summer, so the increase in value was straight income.

b. 2007/2008 Budget: The Finance committee met at the end of August to prepare the proposed budget for the new fiscal year and Gord Holder reviewed the 2007/2008 figures with the executive. The Citizen unit will be bargaining for a new contract effective July 2008. Conferences for the next fiscal year include the Oct. 2007 NRC meeting in Halifax; the location of the spring NRC meeting is unknown; the TNG Sector Conference Feb. 27-Mar. 2, 2008 is in Providence, RI; and the CWA Convention is in Las Vegas, NV, June 23-25, 2008. The committee estimated the costs to send two delegates to the sector conference and one delegate to the convention. Gord advised they are not anticipating any more Special Projects Fund expenses. The Finance committee is recommending that the executive present this proposed 2007/2008 budget to the general membership meeting for approval.

Tony Cote proposed that we make it Guild practice/policy that when we travel, we purchase carbon offsets. The cost is negligible; for example, it would cost about \$16 to cover the five delegates flying to Halifax. Discussion. M/ by Tony Cote that each time the ONG makes airline reservations, we purchase carbon offsets. S/ by Jordan Juby. CARRIED.

c. 2006/2007 Audit: Gord Holder said that Bouris, Wilson has quoted a price of \$5,150, plus taxes, which is a 3.5% increase over last year's fee. Gord is recommending the we hire this firm to conduct the financial audit for 2006/2007 and he will bring such a motion to the September 19 membership meeting.

d. ODLC Labour Day March & Picnic Donation: Request received in August from the ODLC for local donations towards the 2007 Labour Day March & Picnic. The ONG usually makes a \$50 donation each year. M/ by Gord Holder to send a \$50 donation to the ODLC. S/ by Terry Garner. CARRIED.

e. TNG Irving Leuchter Memorial Scholarship Fund: At the July 2007 Sector Conference, TNG advised that the Irving Leuchter Fund was in financial difficulty and sought additional donations for the fund. Lois Kirkup said she would recommend that the ONG send an additional \$100 donation to the scholarship fund. M/ by Debbie Cole that the ONG donate \$100 US to the Irving Leuchter Memorial Scholarship Fund. S/ by Terry Garner. CARRIED.

5. Unit Reports

a. CTV Ottawa (CJOH)

Joanne Schnurr advised there is nothing new to report from CTV Ottawa.

b. DLR International

[a] New Pre-press job classification: Josie Laurin said there are four people working at DLR. Owner Guy Laurin advised last week that he wants to meet with the Guild to determine wage rate, etc. for a new 'pre-press' job classification for the contract. The company is interested in hiring a pre-press person and a sales person and Mr. Laurin has a couple of points to discuss with the Guild before hiring.

...../3
pg. 3

c. Delta Reprographics

Nothing new to report. Lois Kirkup said we may have CWA/SCA Canada rep Dan Zeidler handle the negotiations for the first contract. She will speak with Arnold Amber; perhaps Zeidler can work with the ONG on both Delta and DLR groups.

d. Citizen

[a] RS&S - Part-time CSR Hours Without Prejudice Agreement: The agreement re part-time CSR hours will expire on September 30, 2007. Executive discussion; as the Guild intends to address this issue at contract bargaining next year, we will prepare a letter to the Citizen to renew the present agreement until July 21, 2008.

[b] RS&S - Discipline Letter: Debbie Cole reported that a member received a letter from his supervisor concerning offensive language and Debbie met with Sue Armstrong to discuss the discipline letter and department issues. The company then reworded and reissued the letter. Debbie advises there are a couple of points that the member would like to see changed, so she will meet again with Sue Armstrong.

[c] Unit - Pay Equity Review: Lois Kirkup advised that we will soon get back at the Pay Equity review process, with joint meetings arranged for 10 a.m. on September 24 and 25. Guild committee members will be Lois Kirkup, Debbie Cole, Linda Denley, and either Brenda Zalewski or Nancy Noel. Lois will also speak with Joanne Laucius to see if she will serve on the committee again. If the parties make no progress, we will call in the provincial facilitator.

[d] Editorial - Pages to Hamilton: Executive discussion of new procedure in the newsroom with four pages being sent daily to Hamilton for pagination, with more pages likely going in the future. A legal opinion from the Guild's lawyer was distributed to the executive. We need mobilization and a publicity campaign before the September 19 general membership meeting to get Citizen members out to discuss these changes and what it mean for the members. Debbie Cole and Tony Cote will prepare a one-page flyer to distribute to all Citizen members before the membership meeting. Guild should send a letter of concern to the company after the discussions with the membership.

Tony Cote spoke with Mike Bocking of CEP in Vancouver who contacted the ONG. Bocking advised that their editorial staff at the Vancouver Sun are being told that some of the business pages are going to be farmed out to CanWest news services in Ottawa. The pages would be sent electronically from Vancouver to Ottawa and then be returned fully laid out. Tony says we need to co-ordinate our efforts and work together on this – CWA/SCA Canada (Ottawa); CEP (Vancouver); CAW (Windsor). Stated that ONG should prepare a resolution to be submitted from the ONG Secretary to the Canadian Director to place an item on the agenda for the fall national representative council meeting in Halifax. Submission deadline for agenda items to the NRC meeting is October 13.

[e] Editorial - Days/Nights Scheduling Request: A letter was received from Drew Gragg requesting ONG agreement to extend the current scheduling arrangement, at the request of the member, until January 2008. The without prejudice agreement, which allowed the member concerned to work a combination of days and nights in the same week, was made in May 2007 for the summer months. The Guild will send a letter to the company to agree to the extension.

[f] Unit - New Manulife Benefits Claim Form: The Guild sent the revised Manulife extended
PDF Created with deskPDF PDF Writer - Trial :: <http://www.docudesk.com>

benefits claim form to Nelligan's for a legal opinion on the wording changes and privacy issues. The legal opinion shares the Guild's concerns with the new form, so we will request a meeting with the Citizen to discuss these concerns. The lawyer recommends that the employer and the Guild then jointly contact the insurance company to discuss our reservations about the new form and explore these issues with Manulife.

...../4
pg. 4

[g] Editorial - Online Editor Job Classification: The old questions of job evaluation / job classification have been raised again when Lois Kirkup was told to fill out the Pay Equity forms for the classification of her new online editor job. Executive opinion is to not fill out the Pay Equity forms. We need to get 2 or 3 editorial department people to meet with the company to review to classify a job. The ONG should send a letter to the Citizen requesting a meeting to discuss the job classification. We can get CWA/SCA Canada rep Dan Zeidler to assist with job classification.

[h] Mailroom Cleaners - Security Cameras: Debbie Cole updated about a letter of discipline and one-week unpaid suspension given to a member caught sleeping on the job. The Guild grieved and the suspension was reduced to three days. Debbie says the member has e-mailed her about a security camera that is trained on the chair where he sits when he is tired at work. It was pointed out that there are security cameras throughout the building. The member has also been told by his supervisor that, if it's a medical problem, to bring in a letter concerning his health issues. Debbie will e-mail the member.

[i] RS&S - Country Vans: Debbie Cole reported that the country vans the district supervisors drive are inadequate for their jobs and she talked with Sue Armstrong about this. The Guild should prepare a letter to the company with basic options we believe are required for the country vans and provide the information to Terry Garner also re Health & Safety committee.

6. Arbitrations

7. Committees -

- a. Personnel -
- b. Communications -
- c. Health & Safety -
- d. Grievance -
- e. Guild Awareness / Mobilization - Look at starting mobilization initiatives re Citizen contract bargaining in 2008. Start discussions at the Sept. 19 meeting and look at raising one issue a month. Executive also discussed the idea of having executive member(s) – off shift – at work to hear members wants/wishes and concerns for the new contract. Members could e-mail their ideas to the website/Guild office.
- f. Finance -
- g. Organizing -
- h. Elections -
- i. Bylaws -

8. Internal Guild

- a. ONG Local website "*ottawanewsguild.ca*"
History of Local project - Dan Drolet is researching and working on the history.
- b. Report from TNG Sector Conference - Toronto, ON, July 13-14, 2007 - no report.
- c. Report from CWA Convention - Toronto, ON, July 16-17, 2007 - no report.

d. CWA/SCA Canada Fall NRC Meeting - Halifax, NS, Oct. 26-28/07

PDF Created with deskPDF PDF Writer - Trial :: <http://www.docudesk.com>

Flights have been booked for the five ONG delegates to the rep council meeting.

e. TNG Sector Conference, February 27-March 2, 2008, Providence, RI: With the early 2008 date for next year's sector conference, the ONG should elect its delegates at the September membership meeting in order to make travel arrangements etc. Executive will recommend sending Debbie Cole and Nancy Noel to the sector conference; with Lois Kirkup attending as CWA/SCA Canada VP.

f. CWA 70th Annual Convention date - June 23-25, 2008, Las Vegas, NV:
It was determined we can elect the delegates for the 2008 CWA convention at either the December 2007 or the March 2008 general membership meeting.

9. Outside Issues

10. Other Business

a. CWA/NETT Academy Programs: Stated there are some good training programs being offered online.

11. Lost Time Notification

Lost time recorded for Debbie Cole, Terry Garner, Jordan Juby, Josee Laurin, Claude L'Ecuyer, Nancy Noel and Joanne Schnurr.

12. Upcoming Meetings

↗ Next General Membership Meeting - **Wednesday, September 19, 2007 - 12 noon,**
Ottawa Citizen Conference Centre

↗ Next Executive Meeting - **Wednesday, October 10, 2007 - 1:00 p.m.** - Guild Office.

13. Adjournment

M/ by Debbie Cole to adjourn the meeting at 3:35 p.m. S/ by Tony Cote. CARRIED.