

MINUTES: Executive Meeting

Wednesday, September 9,

2009

1. **Call to Order**

Meeting called to order by Lois Kirkup at 12:03 p.m.

In attendance: Debbie Cole, Randall Denley, Terry Garner, Gord Holder, Lois Kirkup, Jacquie Miller, Julie Oliver, David Reevely, Joanne Schnurr, Andrea Sirman. Absent: Blair Crawford, DLR and Delta reps.

2. **Approval of Agenda**

M/ by Terry Garner to approve the agenda as amended. S/ by Julie Oliver.
CARRIED.

3. **Secretary's Report**

(a) Good Standing Report: all in good standing except for unknown DLR and Delta reps.

(b) Adoption of Minutes:

M/ by David Reevely to adopt the July 14, 2009 Minutes. S/ by Gord Holder.
CARRIED.

(c) Correspondence: OFL convention info and newsletters. Thank you card from Randi Morelli for ONG donation in memory of his wife.

(d) Congratulations and Condolences:

·Donation to Bruyere Health Centre Foundation in memory of Dr. Wilma G. Stewart Dare, step-mother of Patrick Dare (Citizen/Editorial).

·Basket to Pauline Colwin (Citizen/Editorial) - sick leave.

·Donation to Canadian Cancer Society in memory of Christine Morelli, wife of Randi Morelli (Citizen/Editorial).

·Donation to Ottawa Hospital Foundation in memory of Mary Collins, mother of Kit Collins (Citizen/Editorial).

·Donation to Canadian National Institute for the Blind in memory of Madonna Cole, grandmother of Steve & Debbie Cole (Citizen/RS&S).

·Joanne Schnurr reported that Natalie Pierosara had a baby girl in August.

...../2

4. **Treasurer's Report**

(a) Financial Report: Debbie Cole reported on the statements to August 31, 2009 included in the meeting package. She reported that, based on trends for the past eight months, a surplus of about \$6,000 was expected; both revenue and expenses would be less than forecast in the 2008-09 budget.

(b) Proposed 2009-2010 Budget: See attachment.

(c) Quote re 2008-2009 Financial Audit: Bouris Wilson LLP, which has performed the audits of Local financial statements for the past several years, has offered a quote of \$5,500 for 2008-09. The issue was to be discussed at the general membership meeting on Sept. 16.

(d) Mug Deposit update: Terry Garner had spoken with the collection agency, which advised that it was awaiting return of papers from the court and would then proceed with attempts to collect the money owing to ONG. The handling of this receivable is to be discussed with bookkeeper and auditors for any potential impact it might have on the 2008-09 year-end financial statements.

5. **Unit Reports**

a) CTV Ottawa: One member now on maternity leave, which adds to "challenging" staffing situation. Unit scheduled meeting with management for Sept. 24 to assess staffing levels and the impact on operations. Previous meeting on the issue went nowhere, but this next meeting was intended to follow up on the situation.

b) DLR International: Contract expires in November.

c) Delta Reprographics: ONG President to contact company manager for contact information on member(s) with regard to setting up a unit meeting and, eventually, finding a unit leader.

d) Ottawa Citizen

(a) Unit - Canwest update: Restructuring/debt/lending talks continue. Lois Kirkup to meet with CEP representative regarding impact of situation on other employees at Citizen and elsewhere. CWA/SCA Canada remains ready to file documentation in the event of an application to CCAA.

(b) Building Services - Discipline letters/suspension update: Two outstanding grievances for one member remain. First involves a five-day suspension for

what the company said was showing up late for work. Unit chair proposed one day, company response was three days. Member had yet to return message to unit chair. Second grievance involved the docking of one day's pay over an allegation that the member had not indicated a date for return to work while calling in to report that he was sick.

...../3

Letter from management says company will proceed to arbitration on the matter. Unit chair had talked to company about revising the letter of discipline. ONG executive to send a letter of response to the company.

(c) Editorial - Newsroom scheduling; new Tuesday to Saturday shift: No action.

(d) RS&S - Contracting Out: Agreement between Canwest and Quebecor means Citizen will take responsibility for home delivery, but Ottawa Sun will handle dealer accounts. Concern about impact on ONG members and, eventually, the Citizen itself were expressed by executive members. ONG president and treasurer and Citizen Unit Chair to ask for meeting with company representatives over this matter.

(e) RS&S - Credit card use by Country District Supervisors: Country District Managers had been previously told to sign AmEx credit card agreements, which makes them co-signers on the accounts and could leave them vulnerable financially if the Citizen does not make payments on the accounts. Guild to file grievance over this matter and to suggest that company return to previous system of using Citizen credit cards under terms of a proper-use statement such as that signed by ONG corporate card holders.

6. **Arbitrations**

Ottawa Citizen Unit Bylines grievance: hearings started May 1, 2009; Lois Kirkup will attend continuation scheduled for Tuesday, September 22, 2009 (and January 14 & 20, 2010 if necessary).

7. **Committees**

(a) Personnel

(b) Communications

(c) Health & Safety - H1N1 discussion. ONG H&S committee rep Terry Garner has met with company HR contact person. Preventive measures for counter-area staff and other employees discussed. Next H&S committee meeting set for end of September.

(d) Grievance

(e) Guild Awareness / Mobilization: Mugs deposit (See treasurer's report above)

(f) Finance

(g) Organizing

(h) Elections

(i) Bylaws

8. **Internal Guild**

(a) ONG Website: Andrea Sirman reported on in-progress update of site. Matter referred to communications committee for feedback to Andrea.

...../4

(b) Canwest Caucus - see Citizen Unit.

(c) CWA/SCA Canada Fall National Representative Council Meeting, Victoria, BC,
October 23-23, 5009. Debbie Cole, Gord Holder and Lois Kirkup attending.

(d) CWA/SCA Canada Haberdashery items: Discussion on whether to purchase, under terms of program offered by CWA/SCA Canada, shirts for ONG members to mark local's 60th anniversary, which falls on Dec. 1, 2009. M/ by David Reevely, S/ by Julie Oliver to refer question to ONG general membership meeting on Sept. 16, 2009, offering options of purchasing shirts, covering fees for training courses such as CWA Nett or putting excess funds at end of fiscal year into the Defence Fund. CARRIED.

(e) Gift certificate: M/ by Debbie Cole, S/ by Terry Garner to purchase \$100 spa gift certificate for ONG staff member in appreciation for her efforts during the painting/recarpetting of the ONG office by Minto. CARRIED.

9. **Outside Issues**

10. **Other Business**

11. **Lost Time Notification:** Lost time for Debbie Cole, Randall Denley, Terry Garner, Lois Kirkup, Jacquie Miller, Julie Oliver, David Reevely, Joanne Schnurr, Andrea Sirman.

12. **Upcoming Meetings:**

- Next General Membership meeting - **12 noon, Wednesday, September 16, 2009** - Ottawa Citizen Conference Centre.
- Next Executive Committee meeting - **Wednesday, October 14, 2009 - 12**

noon.

13. **Adjournment**

M/ by Gord Holder to adjourn at 2:12 p.m. S/ by Andrea Sirman. CARRIED.