

MINUTES OF GENERAL MEMBERSHIP MEETING

Wednesday, September 21, 2011

1. Membership meeting called to order by Debbie Cole at 12:07 p.m.
2. **Adoption of Agenda**
M/ by Chris Vernell to approve the agenda. S/ by Rob Bostelaar. CARRIED.
3. **Adoption of Minutes**
M/ by Gord Holder to adopt the Minutes of June 22, 2011 General Membership meeting. S/ by Deb Waite. CARRIED.
4. **President's Report**
 - (a) Debbie Cole informed the members that she was serving in the role of vice-president, having been appointed to that position at the previous executive meeting, and was performing those duties as well as those of treasurer. As vice-president, she was the acting president since the departure of Lois Kirkup.
Election of Canadian director: In the election for the position of director of CWA/SCA Canada, which was extended because of the Canada Post lockout, Martin O'Hanlon was elected to a four-year term. Lois Kirkup had previously been acclaimed as deputy director, and she will also hold the position of treasurer until at least April 2012, when the next Representative Council meeting is expected to take place.
During a previous general membership meeting, Lois Kirkup had talked about conducting a survey of members regarding job-related issues at the Ottawa Citizen. Lois Kirkup, Jacquie Miller and Gord Holder had met with publisher/editor-in-chief Gerry Nott and vice-president of human resources Debbie Bennett. No concrete results from that meeting, but ONG representatives will try to seek another meeting to follow up.
Vacancies on the executive as of the start of this meeting included president and member-at-large. The next round of ONG elections is to take place in December 2011. Debbie Cole explained to members how the executive meetings were scheduled. An election for president was to be held later during this meeting.

5. **Financial Report**

(a) Update: [see attachment] As treasurer, Debbie Cole presented the update as of Aug. 31. She indicated it looked as if ONG would be under budget for expenses for the fiscal year ending Sept. 30, with only a couple of items over budget and most others under. Revenue, based largely on membership dues, will also be slightly under budget, but the overall result was expected to be a surplus of revenue over expenses of about \$5,000.

One member raised the issue of the Special Projects line on the financial report. Discussion about previous uses of that segregated fund (including the ONG local history book and commemorative mugs). Gord Holder raised the possibility of anniversary/service awards for ONG members, for such events as 15 or 20 years of service and Guild membership.

M/ by Bruce Campbell, S/ by Chris Vernell. To forward the issue of developing a service/membership awards proposal to the executive. CARRIED.

(b) Budget for 2011-12: [see attachment] Debbie Cole presented a budget proposal developed by the finance committee and forwarded to the membership by the executive for the new fiscal year starting Oct. 1. There was not a lot of information regarding possible conference expenses at this point, given that the location for the CWA/SCA Canada Representative Council hasn't been determined. There will not be a CWA Convention during the coming fiscal year. Secretary Gord Holder, also a member of the finance committee, told members that some funds had been put in Conferences for contingency purposes, but those could be reallocated to other uses (such as education), if a need arises.

One member asked a question about why Education spending had been increased in the budget. Debbie Cole responded that it was the finance committee's hope that the ONG would be sending an executive member to the TNG New Officers Seminar in February 2012.

M/ by Gord Holder, S/ by Chris Vernell. To adopt the proposed budget as presented. CARRIED.

(c) Appointment of Auditors: Treasurer Debbie Cole presented a recommendation that the firm of Bouris Wilson LLP, which had conducted ONG audits for the past several years, be appointed as auditors for 2010-11, with the expected fee to be about \$6,500, including taxes.

M/ by Chris Vernell, S/ by Rob Bostelaar. To appoint Bouris, Wilson LLP as auditors. CARRIED.

Bruce Campbell asked the executive to review whether it would be possible for ONG to conduct semiannual audits with other forms of financial reviews in the alternate years for cost reasons.

6. **Unit Reports**

(a) CTV Ottawa - A written report from Unit Chair Jonathan Rotondo was submitted. One member was hired as a full-time reporter/editor/producer, creating an opening as a full-time editorial assistant. Another member was hired into a 6-month full-time contract position, covering the opening created by another member's LTD. A weekend co-ordinating producer had resigned, creating a pending posting. A format change for a Saturday evening news show meant a regular part-time weekend day reporter position was no longer needed. Unit Chair Jonathan Rotondo and CWA/SCA Canada staff rep Dave Wilson drafted a letter of understanding to be submitted to management covering the use of substitutes in the event of illness, etc. John Hua has expressed interest in assuming the traditional duties as a co-chair of the unit. This would require a Unit meeting and election. As well, the ONG rep on the company's joint health and safety committee stepped down. The search for a replacement had begun.

(b) DLR International – no report

(c) Delta Reprographics – no report

(d) Ottawa Citizen - A grievance over photographers' duties, particularly with regard to video production, continued to progress slowly. Surveys were being completed using a pay-equity form.

Temporary full-time employee: The ONG executive had considered a grievance on behalf of a member who had been a temporary full-time employee for several years, but opted against it, instead signing a letter of agreement with the company saying that the member in question would be hired as soon as there was a vacancy for a full-time employee that was not the result of a buyout.

7. **New Business**

(a) Executive Committee Elections:

M/ by Rob Bostelaar, S/ by Jeff Parks. To nominate Gord Holder as a member of the elections committee. There were no other nominations, so Gord Holder was acclaimed.

The general membership meeting was briefly turned over to elections committee: Nominations for position of President.

M/ by Bruce Campbell, S/ by Dawn Butler. Debbie Cole nominated.

There were no other nominations, so Debbie Cole was acclaimed as ONG president. Because ONG bylaws prohibit one person holding the positions of both president and vice-president, this created a vacancy as vice-president.

However, there were no nominations, so the issue was referred back to the executive.

Nominations for the position of Member-at-Large.

M/ by Bruce Campbell, S/ by Dawn Butler. Rob Bostelaar nominated as member-at-large. There were no other nominations, so Rob Bostelaar was acclaimed.

Bruce Campbell suggested that an information/fact sheet be prepared and posted in advance of the elections scheduled for December 2011.

8. **Ottawa Citizen Unit Meeting**

No Citizen Unit meeting held.

9. **CTV Ottawa Unit meeting**

No CTV Ottawa unit meeting held.

10. **Adjournment**

M/ by Chris Vernell, S/by Dawn Butler, to adjourn at 12:40 p.m. CARRIED.