



OTTAWA NEWSPAPER GUILD
Unit 7B - 1050 Baxter Rd., Ottawa, ON, K2C 3P1
Tel. 613-820-6545 Fax 613-820-4770
email: ong@cwa-scaCanada.ca

MINUTES: Executive Meeting
Tuesday, September 18, 2012

1. Call to Order

Meeting called to order by Debbie Cole at 12 noon.

In attendance: Peter Bennet, Rob Bostelaar, Debbie Cole, Tony Cote, Gord Holder, John Hua, Lois Kirkup, Joanne Laucius, Jacquie Miller, Julie Oliver.

Absent: Jeff Parks, Delta and DLR reps.

2. Approval of Agenda

M/ by Gord Holder to approve agenda. S/ by John Hua. CARRIED.

3. Secretary's Report

(a) Executive Committee - Good Standing Report: All current executive members in good standing except for the Unit Chairs of DLR and Delta, who never attend meetings.

(b) Adoption of Minutes: M/ by Gord Holder to adopt the July 17, 2012 Minutes. S/ by Julie Oliver. CARRIED.

(c) Correspondence: Thank you in person from Julie Oliver re gift basket following her recent marriage. Thank you notes/letters from family of Allan Cameron, Heart & Stroke Foundation (Cameron and Panzeri), Hospice at May Court (Colwin) and Canadian Journalists for Free Expression (donation). Notice from CWA re death of District 4 VP Seth Rosen in July. Email letter of policy guidelines for social media from TNG and CWA; to be put in folder for consideration by bargaining committees. Notice from ODLC re CURC retirement planning course Oct. 20 and 27.

(d) Congratulations and Condolences:

- Donation to the Heart & Stroke Foundation of Ontario in memory of Allan Cameron (Citizen/RS&S).
- Donation to the Heart & Stroke Foundation of Ontario in memory of Margaret Scheel, mother-in-law of Joanne Scheel (At-Large; CWA/SCA Canada staff).
- Basket to Julie Oliver (Citizen/Photo) & Ron Corbett - marriage.

4. **Treasurer's Report**

(a) **Financial Report:** (attachment) Treasurer Peter Bennet said the original 2011-12 budget estimate for revenue was approximately \$222,000, but, because of members being lost to forced buyouts, etc., that figure was now expected to be approximately \$199,000 by the end of the fiscal year. Expenses were expected to be about \$195,000 by year end. The Defence Fund was valued at \$1.64 million, an increase of \$56,588.51 in the current fiscal year to Aug. 31.

(b) **2012-2013 Budget:** Forecast revenue was \$181,000, and expenses were \$191,900. The finance committee had done a lot of work to get it down to that number; it was still not quite enough to balance the budget, and it proved to be too big a jump to do in one year. The projected deficit would be nearly \$12,000.

President Debbie Cole said that if the ONG continued to do the things it would normally do, it wouldn't have adequate funds for the coming fiscal year. This would mean taking from reserves. An extra version of the proposed budget included \$0 figures in several discretionary line items, showing the impact of making those lines zero.

In the end, the finance committee recommended taking some funds from reserves for the 2012-13 fiscal year.

In response to a question from Member-At-Large Lois Kirkup, Secretary (and former treasurer) Gord Holder said the dues revenue estimate for 2012-13 was based on actual amounts received from ONG units in recent weeks and months.

M/ by Jacquie Miller. S/ by Julie Oliver. That honoraria be eliminated for all executive positions except those of president, vice-president, treasurer and secretary (i.e. table officers). CARRIED.

M/ by Peter Bennet. S/ by Gord Holder. That the budget be recommended to the membership as amended. CARRIED. Opposed by Julie Oliver and Rob Bostelaar.

(c) **Audit Quote:** Treasurer Peter Bennet said Bouris Wilson LLP, which had performed audits of ONG financial statements for the past several years, had offered a quote of \$5,875 plus tax for 2011-12 statements. The issue was forwarded to the membership meeting scheduled for Sept. 19, 2012.

5. **Unit Reports**

a) CTV Ottawa: Unit co-chair John Hua said situations have arisen that may blur the jurisdictional lines between ONG and CEP duties. This has created a situation where members from both groups have questioned management decisions. Management has told ONG certain decisions were made based on recent CEP negotiations. This was not true in the end and management clarified their position with CEP. Only through communication between the two groups have the issues been raised to management as a unified front.

b) DLR International:

DLR dues are up to date.

c) Delta Reprographics:

(a) Dues Update: Following the filing of a grievance earlier in 2012, the company had paid dues owing through June. Treasurer Peter Bennet was asked to send a letter advising the company of the requirement to remit all dues owing as soon as possible.

d) Ottawa Citizen

(a) Unit - Staff Reductions Update; Mailroom Cleaner Layoff: In early September, Member-at-Large Joanne Laucius and President Debbie Cole met with Citizen HR representatives Debbie Bennett and Joanne Rousseau and were informed of three pending layoffs. Two of those employees were originally CEP, so they had lifetime job guarantees to age 62; one of them was to be moved to a mailroom cleaner position (ONG), but the other would be transferred to a lead hand position (another union). Net loss to us is one of those two people. The most junior mailroom cleaner would have been laid off, but, following intervention by the ONG, would instead receive severance equivalent to the buyout offer (three weeks per year) that other members had received at the end of July.

Member-at-Large Lois Kirkup said the rumour mill was that more layoffs could be coming in December. She also reported that ONG had lost one other Guild member (formerly from GCIU) from the newsroom to the Digital department, though this employee was also told that he could work up to 20 per cent of his time in editorial without having to pay ONG dues; President Debbie Cole was to investigate this matter. President Debbie Cole also suggested investigating the number of freelance bylines in the Citizen, saying the local had to be close to a tipping point for filing a grievance on the issue. Unit Chair Jacquie Miller offered to develop a form for tracking content, and other executive members would assist in compiling the data.

(b) In-House Printing - Media info / RTW and Legal advice: No report.

(c) Editorial - Interns/Students: Unit Chair Jacquie Miller to set up meeting for her and Secretary Gord Holder with Citizen Managing Editor Andrew Potter.

(d) RS&S Ramp - PT Hours: A RS&S member who passed away in July had been replaced by a part-time ramp employee. The position was posted.

(e) Editorial - Photo Fee: Secretary Gord Holder reminded executive members that Citizen reporters who took photos that were used in the newspaper and online were entitled to a \$10 fee for each photo. The issue was to be included in a memo posted for members.

(f) Job duties: Unit Chair Jacquie Miller said a couple of Citizen members had reported being asked to do new jobs and handle new duties. If their job was being changed, they were being advised to keep activity logs because that information might be needed for reclassification discussions during bargaining.

(g) Days and nights: Some Citizen Unit members were being scheduled to work days and nights in the same week, which was prohibited by the contract. Members were to be reminded that it was not allowed.

Note: Member-at-Large Julie Oliver left the meeting at this point.

6. **Arbitrations**

■Ottawa Citizen PT Cleaner Grievance - Hearing dates finalized for December 6, 11-13, 2012.

7. **Committees**

- (a) Personnel
- (b) Communications
- (c) Health & Safety
- (d) Grievance
- (e) Guild Awareness / Mobilization
- (f) Finance
- (g) Organizing
- (h) Elections
- (i) Bylaws
- (j) Retirees

8. **Internal Guild**

(a) ONG Website

(b) TNG-CWA Freedom Fund Award (Freedom Fund Celebration Oct. 16, 2012)
M/ by Gord Holder. S/ by Lois Kirkup. That ONG make a \$100 donation to the award fund. CARRIED.

(c) CWA - Getting Ready for the Future: Attached document for review.

(d) CWA/SCA Canada - CMG "Leadership in Action" Course - Toronto, Oct. 11-14/12
M/ by John Hua. S/ by Rob Bostelaar. That ONG send President Debbie Cole to the course. CARRIED.

(e) CMG Members on Strike at MBS Radio in Saint John, NB
Letter from CWA/SCA Canada director re strike at MBS Radio in Saint John, NB.
M/ by Gord Holder; S/ by Many. That ONG donate \$150.00 to the Canadian Media Guild at MBS Saint John strike fund. The members of that unit had been on strike since June in an attempt to bargain a first contract. CARRIED.

(f) CWA/SCA Canada Student Mentorship Program: Secretary Gord Holder to contact Katherine Lapointe, the organizer of the program for CWA/SCA Canada and Canadian University Press, for discussion on how to start the program this fall.

(g) CWA/SCA Canada Free Video Editing Training Course, Toronto, Nov. 12-16/12: A Citizen Unit member had inquired about attending the course. There might be some cost to ONG in the form of Guild Leave/Lost Time.
M/ by Jacquie Miller. S/ by Joanne Laucius. That ONG approve the attendance of Citizen Unit member Megan Hurley at the course. CARRIED.

9. **Outside Issues**

10. **Other Business**

11. **Lost Time Notification:** Lost time for Rob Bostelaar, Debbie Cole, Gord Holder, John Hua, Lois Kirkup, Julie Oliver.

12. **Upcoming Meetings:**

- Next General Membership meeting: **Wednesday, September 19, 2012 - 12 noon,**
Ottawa Citizen Conference Centre
- Next Executive Committee meeting: **Tuesday, October 16, 2012 - 2 p.m.,** Guild Office

13. **Adjournment**

M/ by Gord Holder to adjourn at 2 p.m. S/ by John Hua. CARRIED.