



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, October 16, 2012

1. Call to Order

Meeting called to order by Debbie Cole at 2:00 p.m.

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

Absent: CTV Ottawa, Delta and DLR reps.

2. Approval of Agenda

M/ by Lois Kirkup to approve agenda. S/ by Julie Oliver. CARRIED.

3. Secretary's Report

(a) Executive Committee - Good Standing Report: All current members in good standing except for the Unit Chairs of DLR International and Delta Reprographics, who stopped attending meetings years ago.

(b) Adoption of Minutes: M/ by Gord Holder to adopt the September 18, 2012 Minutes. S/ by Lois Kirkup. CARRIED.

(c) Correspondence: Thank-you notes from ODLC re Labour Day picnic support and At-Large member Joanne Scheel re donation in memory of Margaret Scheel. Receipt from Heart & Stroke Foundation re that same donation. Message from CWA/SCA Canada director Martin O'Hanlon re a tentative four-year agreement between the Vancouver/Victoria Island Newspaper Guild and CWA B.C. Local 30403 and the Victoria Times Colonist; Member-at-Large Lois Kirkup says that agreement was subsequently ratified by members of the two locals. Another message from Martin O'Hanlon referenced donations from two CWA/SCA Canada locals re the continuing strike at MBS in Atlantic Canada; this issue was to be put on the ONG agenda for the executive meeting for November 2012. Other messages referenced the Health & Safety Activist and Canadian Journalists for Free Expression events, both scheduled in December.

(d) Congratulations and Condolences: No additions.

4. Treasurer's Report

(a) Financial Report: (attachment) Treasurer Peter Bennet reported on the unaudited figures for the end of the 2011-12 fiscal year, which ended Sept. 30. Revenue was \$21,000 under budget figure of \$222,000, chiefly because of a shortfall in membership

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dues, but expenses were under budget by approximately \$30,000, with a total of \$193,192.53, producing a surplus of about \$8,100.

Regarding the Defence Fund, Treasurer Peter Bennet reported that some of the investments scheduled to mature within the next year would soon be rolled over. He had been speaking about this with Linda Hahn, the ONG's representative at CIBC Wood Gundy.

(b) Fidelity Bonding: Under the TNG Constitution, local signing officers must be bonded "in a manner designated by the Local or its governing body." For reasons of cost effectiveness, this has historically been done for ONG through TNG. (An investigation of Canadian bonding options some years ago by CWA/SCA Canada ended when it was determined that such an option would have been prohibitively expensive or just not available.) The most recent invoice for the ONG's bond, in 2009, was \$426 U.S., but the invoice for the next three-year period was \$1,323 U.S.

This invoice is based on the cost to TNG to bond 10 per cent of the total of a local's assets and annual revenue in the previous fiscal year.

Secretary Gord Holder, a former ONG treasurer, spoke with a TNG staffer who determined that it appeared that the ONG's previous invoice had been based only on the local's General Fund, i.e. it did not include the Defence Fund assets and revenue. During discussion, executive members were told that the additional bond premium would cost about \$25 per month over the three-year period. The Finance Committee, which had discussed the issue, recommended that the executive approve the additional coverage.

M/ by Peter Bennet. S/ by Gord Holder. That the ONG executive approve the additional expense for fidelity bond insurance. CARRIED.

5. **Unit Reports**

a) CTV Ottawa: Unit co-chair John Hua was unable to attend the meeting, but had submitted an email report to the ONG office prior to the meeting:

Not too much new on our front. A member did raise concerns of management asking J.J. Clarke (ACTRA) to package a special feature report on exercise fads alongside the other anchors. The concern for ONG is that some of these duties (i.e. news gathering) fall under our duties.

Management at first did not see the difference. We insisted that a member of ACTRA could be the subject of the story but not the producer. It was resolved that J.J. Clarke would have to be accompanied by an ONG producer to do interviews, and package the report.

b) DLR International:

No report.

c) Delta Reprographics:

(a) Dues Update: CWA/SCA Canada staff rep Dave Wilson talked to the company owner a week or so before this meeting and was told the company would get up to date on outstanding dues and member information. Executive assistant Pat Cavalier, who had spoken to Dave Wilson, said this was to mean Delta would get up to date as of the end of the ONG's fiscal year on Sept. 30, but was not sure when this would occur. The executive was to check on the situation before its November meeting and would consider filing another grievance at that time if the issue was not resolved.

d) Ottawa Citizen

(a) Unit - Staff Reductions Update: Vice-President Jeff Parks reported that mailroom cleaners who were ONG members had been taken off the night shifts. People working on the inserting machines were being used to clean the work area, but only at the end of their shifts. The mailroom cleaners were still being paid, but, because they were on days, didn't have the same work to do. President Debbie Cole was to set up meeting with Citizen HR to discuss the issue. Vice-President Jeff Parks was to attend that meeting and to monitor health and safety issues related to this situation.

(b) Editorial - Interns/Students: Citizen Unit Chair Jacquie Miller had not yet set up a meeting with the Citizen's managing editor to discuss the issue of student apprentices and their duties, but would do so.

Member-at-Large Lois Kirkup reported that she had been approached by a Citizen newsroom manager seeking Guild reaction to a request to extend the term of a one-year intern by four months past its scheduled December 2012 expiration because two senior reporters were to be on fellowship sabbaticals/leaves early in 2013. She was told that the company would agree to a letter of understanding. Following discussion about the potential impact on part-time employees who, under the contract, would have the right to apply to fill temporary vacancies, Lois Kirkup was to follow up on this matter with management.

(c) Editorial - Freelance Bylines Tracking: Unit Chair Jacquie Miller indicated she would create the form(s) used to track such information.

(d) Bargaining: Member-at-Large Rob Bostelaar asked about the status of the Postmedia caucus of CWA/SCA Canada locals. Member-at-Large Lois Kirkup reported that the caucus was down to Ottawa, Montreal and Regina, and it was difficult to arrange teleconferences. Rob Bostelaar said communication between locals would be crucial in future bargaining and offered to help Lois Kirkup rejuvenate the caucus. Member-at-Large Joanne Laucius and other executive members also raised the issue of consulting with locals of other unions, such as the CEP locals representing workers at Pacific Press in Vancouver. Lois Kirkup commented that such communication had in the past proven to be productive on some issues, and less than productive on other issues.

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: Retiree Member-at-Large Tony Cote reported that he had participated in the Ottawa & District Labour Council Labour Day march and picnic under the banner of the Congress of Union Retirees of Canada. As well, three recent departures from the Citizen had joined CURC's Ottawa chapter. ONG executive assistant Pat Cavalier was to investigate whether ONG could create a unit for retirees under the constitutions of CWA, TNG and CWA/SCA Canada.

8. **Internal Guild**

(a) ONG Website

(b) CWA/SCA Canada Student Mentorship Program Event - Reception, Thursday, Nov. 15, 2012, 4-7 p.m., Ottawa Citizen Conference Centre:

(c) CWA - Getting Ready for the Future: No report.

(d) Report from CWA/SCA Canada, CMG "Leadership in Action" Course, Toronto, Oct. 11-14, 2012: President Debbie Cole attended the event and reported that it was crammed with information. She said there were 20 great participants, including many from Canadian Media Guild's CBC units and several who had not been previously engaged in union business. She promised to follow up with the executive on some of the material distributed at the sessions.

(e) CWA/SCA Canada Free Video Editing Training Course, Toronto, Nov. 12-16, 2012: Four people have expressed interest, including two current ONG members and two who left the Citizen recently.

M/ by Tony Cote. S/ by Lois Kirkup. To cover any expenses of a total of two ONG members that were not covered by CWA/SCA Canada. CARRIED.

9. **Outside Issues**

10. **Other Business**

(a) Office space location committee: The ONG's lease on its current space was scheduled to expire in the summer of 2014. Members-at-Large Joanne Laucius and Rob Bostelaar volunteered to serve on a subcommittee that would examine issues related to a new lease or finding other space. Joanne Laucius was to speak first with CWA/SCA Canada Martin O'Hanlon since the national union shared space with ONG under terms of a sub-lease.

(b) CLC Labour College 2013 - Course information attached.

11. **Lost Time Notification:** Lost time for Peter Bennet, Rob Bostelaar, Debbie Cole, Gord Holder, Lois Kirkup, Joanne Laucius, Jacquie Miller, Julie Oliver, Jeff Parks.

12. **Upcoming Meetings:**

- Next Executive Committee meeting: **Tuesday, November 20, 2012, 12 noon,**
Guild office
- Next General Membership meeting: **Wednesday, December 12, 2012 - 12 noon,**
Ottawa Citizen Conference Centre

13. **Adjournment**

M/ by Gord Holder to adjourn at 3:10 p.m. S/ by Peter Bennet. CARRIED.