



**OTTAWA NEWSPAPER GUILD**  
Unit 7B - 1050 Baxter Rd., Ottawa, ON, K2C 3P1  
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## **MINUTES: Executive Meeting Tuesday, June 17, 2014**

### **1. Call to Order**

Meeting called to order by Debbie Cole at 2:04 p.m.

In attendance: Peter Bennet, Rob Bostelaar, Debbie Cole, Tony Cote, Gord Holder, Lois Kirkup, Joanne Laucius.

Absent: Jeff Parks, CTV Ottawa rep, DLR rep.

### **2. Approval of Agenda**

M/ by Lois Kirkup to approve agenda. S/ by Tony Cote. CARRIED.

### **3. Secretary's Report**

(a) Executive Committee - Good Standing Report: Because of increasing difficulty for some members in getting away from work to attend meetings, the executive will discuss a possible change in meeting times to see if that will better accommodate their respective schedules.

(b) Adoption of Minutes: M/ by Gord Holder to adopt the May 27, 2014 Minutes. S/ by Lois Kirkup. CARRIED.

(c) Correspondence: Thank-you notes were received from The War Amps for a donation in memory of retired ONG member Bob Harvey and from the Canadian Journalists for Free Expression for ONG's renewal of its membership for 2014 and an additional donation.

(d) Congratulations and Condolences:

- Donation to The War Amps - CHAMPS in memory of Robert Harvey (Citizen/Editorial/Retiree).
- Basket to Melissa Juergensen Hayes (CTV Ottawa) & Alex Hayes, baby boy, Connor.
- Donation to charity to be made in memory of a family member of Tony Lofaro (Citizen/Editorial).

### **4. Treasurer's Report**

(a) Financial Report: (attachment) Treasurer Peter Bennet reported a surplus of approximately \$1,000 in the General Fund for May 2014, leaving the total deficit for the fiscal year at \$12,000, approximately within range of overall budget estimates. Defence Fund investments had a good month, producing a surplus of \$15,466 for May and increasing the year-to-date surplus to \$68,120.04.

(b) ODLC - 2014 Labour Day March & Picnic donation: M/ by Peter Bennet. S/ by Lois Kirkup. That ONG donate \$50. CARRIED.

5. **Unit Reports**

**a) CTV Ottawa:** Although no unit rep was at the executive meeting, ONG executive assistant Pat Cavalier reported that a member whose probationary period had been extended in late winter was let go by the company in June. Unit co-chair John Hua and CWA/SCA Canada staff rep Dave Wilson had met with the company because two full-time members (reporters) were scheduled for regular weekend shifts following cutbacks in the number of available students and part-timers. The company had indicated it would post for two weekend part-time reporters and was seeking approval from head office for two additional part-timers.

(a) Contract Bargaining Update: Executive assistant Pat Cavalier said CWA/SCA Canada staff rep Dave Wilson has reported that the company and union bargaining committees had not met recently. No additional meetings had yet been scheduled. The collective agreement had expired on Dec. 31, 2013.

**b) DLR International:**

No report.

**c) Ottawa Citizen**

(a) Editorial - Student Placements: Company management had replied to an ONG letter requesting information on student apprentices, denying the request. After discussion, the consensus of executive members was that ONG should continue to monitor the situation of student apprentices and take action on specific concern, if required.

(a) (i) Unit Chair Lois Kirkup had scheduled a meeting with Editor in Chief Andrew Potter to talk about job titles and other aspects of staffing in the newsroom with specific regard to the tablet edition of The Citizen. The meeting was scheduled for July 7.

(b) Members not Filing for Overtime: Consensus of executive members was that ONG members working in the newsroom at the Citizen needed to be more vigilant in filing overtime claims that were related to workloads and staffing levels. One area of concern was production of the tablet edition.

After discussion, the executive decided to prepare a notice for ONG members about the need to file overtime claims when necessary and also to address the situation with management by asking supervisors/managers to be vigilant about telling members to go home at the end of their designated shifts.

Lois Kirkup also planned to discuss scheduling issues with the manager for the mobile-device department.

(c) Building Services - Medical Substantiation: A member of Building Services was driven home by a company manager from one evening/night shift. The company requested medical substantiation that the member could return to work. The member was reported to be back at work on the morning of June 17.

A second member of Building Services remained off work. The department's manager reported that the member wouldn't receive another update from doctors until mid-July or later.

ONG President Debbie Cole was to request a meeting with the department manager to discuss workload and staffing issues.

Joanne Laucius left meeting at this point.

(d) In Reader Sales & Service, one part-time employee/member who had been laid off was recently recalled for the purpose of working occasional Sunday shifts.

6. **Arbitrations**

7. **Committees**

(a) Personnel

(b) Communications – Retiree Member-at-Large Tony Cote reported that the first edition of the ONG e-newsletter had a 53-per-cent opening rate. This was apparently higher than normal for those kinds of publications. Tony said the goal was to have one such e-newsletter monthly.

(c) Health & Safety

(d) Grievance

(e) Guild Awareness / Mobilization

(f) Finance – Date for meeting of this committee to be set in July.

(g) Organizing

(h) Elections

(i) Bylaws – Committee will have to meet during the summer.

(j) Retirees

8. **Internal Guild**

(a) ONG 65<sup>th</sup> Anniversary (December 2014) – Committee to be set up in July.

9. **Outside Issues**

10. **Other Business**

11. **Lost Time Notification:** Lost time for Rob Bostelaar, Debbie Cole, Lois Kirkup, Joanne Laucius.

12. **Upcoming Meetings:**

📎 Next General Membership meeting is **Wednesday, June 18, 2014, 12 noon**,  
Ottawa Citizen Conference Centre

📎 Next Executive Committee meeting is **Wednesday, July 16, 2014, 1:00 p.m.**, Guild office.

13. **Adjournment**

M/ by Gord Holder to adjourn at 3:15 p.m. S/ by Rob Bostelaar. CARRIED.