

Minutes of annual general meeting of the
FREELANCE EDITORS' ASSOCIATION OF CANADA

12 May 1980
 CBIC
 70 Esplanade

Maggie MacDonald, chairing.

Edna Barker moved that minutes of the last meeting be accepted. Motion seconded. Lee D'Anjou made a correction to the April minutes, p. 4, Constitution & Bylaws Comm., to read:

"The changes to the by-laws set out in the minutes of January 21, 1980 (which supercede those of Sept. 17, 1979) were all approved and passed."

ANNUAL REPORT:

Valerie Wyatt, outgoing V.P., presented an overview of the year's activities and commented on the general state of publishing. A period of "belt-tightening" for publishers is often profitable for freelancers; however, many experienced and competent editors--former employees of publishing houses--are now also in the freelance market. Nevertheless, the past year has been a "boom" time for many members of the association.

Valerie referred to the successes of the past year, which included the creation of a democratic constitution for the association; the publication of the directory and information brochure (Information Comm.); the development of informal guidelines for a fee schedule and liaison with other groups (Industry Liaison Comm.); the enormously successful professional development seminars and creation of a Canadian style guide committee (Professional Development Comm.); the increase in membership from ca. 20 to nearly 150 members; and the informal networking and spirit of cooperation that is apparent through the job information exchange.

There was a formal motion of thanks to Maggie MacDonald for all her efforts as association president over the past year. This was greeted--and thus seconded--by enthusiastic applause, indicating acclamation from the members present for Maggie's active and devoted leadership.

Maggie then read the recommendations of the outgoing executive committee, which included the following items:

1. That the incoming executive coordinate seminars in the fall covering copy editing, proofreading, how to survive as a freelancer, and additional courses on production, design, marketing, and on new technology (word processors) and Canadian style.
2. That the association have a regular newsletter.
3. That the 1980 Directory come out at the beginning of Sept.
4. That the membership formally adopt a fee schedule for FEAC membership that is unchanged from last year (that is, \$50 and \$35 respectively for members and associate members).

5. That the new executive direct its attention toward encouraging publishers to use freelance editors.
6. That the new executive find out what the membership thinks about how to deal with grievances in the industry.

TREASURER'S REPORT:

Sarah Swartz reported that the association had a balance of \$3700.05 in its account, much of which had come from charges for the professional development seminars. There is an operating budget of \$1076.40 projected for the next operating year. A suggestion that membership fees be reduced because of the healthy balance in the account was spoken to by Sandra Gulland, Barbara Sack, and others who argued successfully that it may finally be possible to take some pressure off the executive and other members by being able to pay for secretarial and/or mailing services, etc. that at present consume a great deal of volunteer time.

Barbara Purchase and Tom Fairley (who comprise the auditing committee) reported that the treasurer's books were in good order, easy to check, and entirely in satisfactory condition.

COMMITTEES:

Sandra Gulland (Professional Development) reported that the unusual success of the seminar series only made it more difficult to conduct acknowledgments of payment, confirmation of registration, and so on because these tasks take an enormous amount of time. She regretted that this was so, but inevitable without secretarial assistance (see under treasurer's report, above).

Cathleen Hoskins, reported briefly for the Style Guide Committee, which is operating on a communal basis with no formal chairperson and rotating organizational responsibility. This committee will be in long-term operation trying to develop a series of loose-leaf sheets on various style topics. These informal formats will be distributed as draft copy for response from the membership before any decision is made about final content or layout for a style guide. The next meeting of this group is at Eliz. Reid's on 3 June at 2:00 p.m. Anyone interested in joining the fray will be welcome and should call Elizabeth at 922-4501.

David Homel (Industry Liaison) wisely spared us the continuing saga of the Writers' Union on this round; but he has attended various meetings of that group. He reported on the publication of news^{about}/FEAC in The Canadian Report (a newsletter of the publishing industry in Canada), No. 36, vol II, no. 16 (March 15, 1980). He also reported on his survey (questionnaire) dealing

with fees charged by members and discussed the possibility of the association establishing official rates--a topic that will be raised again later this year. A report of his survey will be distributed to members. Of some interest is his finding that members were "older" and earning less than expected. Off-the-cuff averaging was \$8700/year from editing. More detailed information will be forthcoming.

David also raised the issue of negotiating royalties by editors whose responsibility on some projects may constitute authorship or co-authorship. This is another topic that will need to be discussed in the coming year. Fees for indexing must also be reviewed. Meanwhile, the informal guidelines for fees are:

Editorial consulting	\$20	per hour
Editing (style, content, structure)	\$15	
Copy editing	\$12	
Production editing	\$12	
Proofreading	\$10	

It should be noted that some members are inclined to charge one fee for whatever task they are taking on. It is a per-hour fee and covers their time.

OTHER BUSINESS:

Task Force:

A committee is to be set up to act as a spokesgroup on matters that require a (public) response from the association when there is no time to poll the membership. The group will be composed of members with varying interests and attitudes about issues that touch the association; it will make recommendations to the executive and propose public statements in response to specific issues. Initial response for committee service included Robert Billings, Ingrid Cook, Virginia Field Smith, & Barbara Sack. Others interested should contact one of this group.

Pink Slips:

Ingrid Cook reported on costs for pink slips. After considerable discussion with several members participating, it was agreed that Ingrid should make a decision on the order, and try to make the slips available at the next meeting.

Job Exchange:

Several announcements were made.

Fees:

Valerie Wyatt moved that last year's fee schedule for membership be adopted. Seconded by Eliz. Reid. The membership committee is now accepting renewals and new memberships.

Nominations:

The new executive was selected
by the voting members of the

association for 1980/81:

President
Vice-President
Secretary
Treasurer

Barbara Hehner
Sarah Swartz
Edna Barker
Greg Ioannou

Committee chairpersons:

Membership
Information
Professional Development
Constitution & Bylaws
Directory
Industry Liaison

Lee d'Anjou
Avanthia Swan
Grace Deutsch
Virginia Field Smith
Maggie MacDonald
Larry MacDonald

Next meeting:

16 June 1980 8:00 p.m.
CBIC
70 Esplanade