

**Editors' Association of Canada
Association canadienne des réviseurs**

National Executive Council

Motions from Minutes

AGM, May 2018 to June 2019



**EDITORS
RÉVISEURS
CANADA**

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AGM, May 26, 2018

	Motion	Vote	Date
1.	MOVED by Anne Louise Mahoney SECONDED by Julia Cochrane that the members approve the agenda.	Carried	AGM May 26, 2018
2.	MOVED by Wendy Barron SECONDED by Tom Vradenburg that the members approve the minutes of the special online meeting held on October 1, 2016.	Carried	AGM May 26, 2018

	Motion	Vote	Date
3.	<p>MOVED by Jess Shulman SECONDED by Heather Buzila</p> <p>that the members approve the minutes of the 2017 annual general meeting.</p>	Carried	AGM May 26, 2018
4.	<p>MOVED by Julia Cochrane SECONDED by Tom Vradenburg</p> <p>that the members approve the 2017 annual report.</p>	Carried	AGM May 26, 2018
5.	<p>MOVED by Carolyn Brown SECONDED by Claire Wilkshire</p> <p>that members approve the 2017 auditor's report.</p>	Carried	AGM May 26, 2018

<p>6.</p>	<p>MOVED by Carolyn Brown SECONDED by Heather Ebbs</p> <p>that the current membership procedures regarding annual membership fees (as follows)</p> <ul style="list-style-type: none"> ▪ Annual fees will be raised by the cost of living on March 1 of each year, subject to other terms described here: <ul style="list-style-type: none"> a. The national executive council may increase membership fees by up to 5% once in any calendar year if the council determines that such an increase is necessary and justified. b. Any increase of more than 5% in a calendar year (which includes the annual cost-of-living increase) requires the approval of the membership at a national annual general meeting. c. Three months' written notice of any change in membership fees will be given. <p>Be amended as follows:</p> <ul style="list-style-type: none"> ▪ Annual fees *may be held at current levels or may be changed* on March 1 of each year, subject to other terms described here: <ul style="list-style-type: none"> d. The national executive council may increase membership fees by up to 5% *or may decrease fees* once in any calendar year if the council determines that *a change in fees* is necessary and justified. *Fee changes will be guided by changes in the Consumer Price Index, changes in costs to the association and services offered, and member 	<p>Carried</p>	<p>AGM May 26, 2018</p>
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	Motion	Vote	Date
	<p>feedback concerning reasonable levels of fees.*</p> <p>e. Any increase of more than 5% in a calendar year (which includes the annual cost-of-living increase) requires the approval of the membership at a national annual general meeting.</p> <p>f. Three months' written notice of any change in membership fees will be given.</p>		

	Motion	Vote	Date
7.	<p>MOVED BY Stan Backs SECONDED BY Margaret Shaw</p> <p>that the motion be amended such that the phrase “by up to 5%” be removed.</p> <p>The membership continued the discussion on both the first motion to allow the NEC to both increase the fees up to a maximum of 5% and to also decrease the fees and the amendment to the motion that would remove the cap of 5%.</p> <ul style="list-style-type: none"> ▪ Frances Peck, who had made the original motion in 2009, provided some background information to the members. She noted that the original motion was not intended to constrain the NEC, and does not recall that it contained a directive to make the cost-of-living increase each year. ▪ Carolyn Brown clarified (in response to a question) that if the amendment did not pass, the NEC would have to come back to the membership to raise the fees above 5%. ▪ A greater than 5% increase may be necessary after a number of years of decreases. ▪ Inflation has not risen by more than 2.9% annually since 1998 as measured by the Consumer Price Index. 	<p>Amendment to the motion: defeated</p>	<p>AGM May 26, 2018</p>

	Motion	Vote	Date
8.	<p>MOVED by Gael Spivak SECONDED by Heather Buzila</p> <p>that members allow student affiliates (who are not members) to attend the Editors' Association of Canada (Editors Canada) annual general meeting (AGM) every year, so that the chair does not have to make a formal invitation each year.</p>	Carried	AGM May 26, 2018
9.	<p>MOVED BY Tom Vradenburg SECONDED BY Frances Peck and Anita Jenkins</p> <p>that Heather Ebbs be given honorary life membership.</p>	Carried	AGM May 26, 2018
10.	<p>MOVED BY Michelle Boulton SECONDED BY Beverly Ensom and Elizabeth Macfie</p> <p>that Moira White be given honorary life membership.</p>	Carried	AGM May 26, 2018
11.	<p>MOVED BY Elizabeth d'Anjou SECONDED BY Tom Vradenburg</p> <p>that a vote of thanks be given to the conference committee who have put on this amazing conference.</p>	Carried	AGM May 26, 2018
12.	<p>MOVED by Carolyn Brown SECONDED by Julia Cochrane</p> <p>that the members approve Hogg, Shain & Scheck as the auditor for 2018.</p>	Carried	AGM May 26, 2018

	Motion	Vote	Date
13.	<p>MOVED BY Stan Backs SECONDED BY Wendy Barron that the meeting be adjourned.</p>	Carried	AGM May 26, 2018

Online Motions, AGM to June Zoom Meeting, 2018

	Motion	Vote	Date
14.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald THAT the NEC approve the following committee chairs:</p> <p>Awards: Claire Wilkshire (Editors NL)</p> <p>Conference: Breanne MacDonald (Editors Hamilton-Halton)</p> <p>Mentorship: Risha Gotlieb (Editors Toronto)</p> <p>National magazine: Jaye Marsh (Editors Toronto) and/et Brooke Smith (Editors Toronto)</p> <p>Student relations: Mark Grill (Editors British Columbia)</p> <p>Volunteer management: Melissa Venditti (Editors Toronto)</p>	All in favour: 11 Opposed: 0	online June 18, 2018

Q2, June Zoom Meeting

	Motion	Vote	Date
15.	<p>MOVED BY Anne Louise Mahoney SECONDED BY Patricia MacDonald</p> <p>that the agenda be accepted.</p>	Carried	Q2 June 23, 2018 (Zoom online meeting)
16.	<p>MOVED BY Anne Louise Mahoney SECONDED BY Breanne MacDonald</p> <p>that the NEC appoint the following people to the respective roles:</p> <p>President: Gael Spivak (Editors Ottawa-Gatineau) Vice-president: Wendy Barron (Editors British Columbia) Past president: Anne Louise Mahoney (Editors Ottawa-Gatineau) Treasurer: Julia Cochrane (Editors Nova Scotia) Secretary: Breanne MacDonald (Editors Hamilton-Halton) Regional director of branches and twigs (east): David Johansen (Editors Québec) Regional director of branches and twigs (west): Heather Buzila (Editors Edmonton) Director of communications: Virginia St-Denis (Editors Ottawa-Gatineau) Directrice des affaires francophones: Sandra Gravel (Réviseurs Québec) Director of professional standards: Tania Cheffins (Editors British Columbia) Director of publications: Greg Ioannou (Editors Toronto) Director of training and development: Berna Ozunal (Editors Toronto) Director of volunteer relations: Patricia MacDonald (Editors Nova Scotia)</p>	Carried	Q2 June 23, 2018 (Zoom online meeting)

	Motion	Vote	Date
17.	<p>MOVED BY Anne Louise Mahoney SECONDED BY Gael Spivak</p> <p>that thanks be given to Nancy Foran, Carolyn Brown, Stacey Atkinson, and Lisa Ng for their fantastic contributions over the past year(s).</p>	Carried	Q2 June 23, 2018 (Zoom online meeting)
18.	<p>MOVED BY Carolyn Brown SECONDED BY Greg Ioannou</p> <p>that the following Editors Canada Branch officers be accepted for 2018–19:</p> <p>Editors Québec: Sylvie Collin, Chair Editors Toronto: Jennifer Foster, Co-Chair Editors Ottawa-Gatineau: Sara Caverley, Vice-Chair and Acting Chair Editors Saskatchewan : Katherine Duncombe, Chair Editors BC: Marianne Grier, Chair</p>	Carried	Q2 June 23, 2018 (Zoom online meeting)
19.	<p>MOVED BY Breanne MacDonald SECONDED BY Anne Louise Mahoney</p> <p>that the Editors Canada NEC minutes from March 2018 (Q1) be accepted.</p>	Carried	Q2 June 23, 2018 (Zoom online meeting)

Online Motions, June Zoom Meeting to Q3 September 2018 Meeting

	Motion	Vote	Date
20.	<p>MOVED by Gael Spivak SECONDED by Julia Cochrane</p> <p>THAT the national executive council (NEC) strike a task force as described in the attached brief, to research insurance options. The task force will do the following:</p> <p>Phase 1</p> <ul style="list-style-type: none"> ▪ research and analyze the current situation ▪ make recommendations to the NEC about how to proceed <p>Phase 2</p> <ul style="list-style-type: none"> ▪ research insurance companies, if required ▪ make recommendations to the NEC and executive director about which company to use 	<p>All in favour: 12 Opposed: 0</p>	<p>online July 9, 2018</p>

	Motion	Vote	Date
21.	<p>MOVED by Julia Cochrane SECONDED by Anne Louise Mahoney</p> <p>THAT the following branch signing officers be approved by the NEC, in accordance with the Branch Officers and Signing Officers Procedures:</p> <p>Editors British Columbia: Marianne Grier and Roma Ilnyckyj</p> <p>Editors Saskatchewan: Katherine Duncombe, Michelle Boulton, and Perry Millar</p> <p>Editors Toronto: Jennifer Foster, Catherine Dorton, and Marg Anne Morrison</p> <p>Editors Ottawa-Gatineau: Sara Caverley, Maureen Moyes, and Lindsey McDonald</p> <p>Editors Québec: Karen Schell and Dominique Gaucher</p>	<p>All in favour: 12 Opposed: 0</p>	<p>online July 16, 2018</p>
22.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>THAT the NEC postpone the publication of the fall 2018 print edition of Active Voice until January 2019, to feature our 40th anniversary in the actual anniversary year and to move printing and mailing expenses to the new fiscal year.</p>	<p>All in favour: 12 Opposed: 0</p>	<p>online Aug. 6, 2018</p>

Q3, September 2018 Meeting

	Motion	Vote	Date
23.	MOVED BY Julia Cochrane SECONDED BY Breanne MacDonald that the NEC approve the agenda.	Carried	Q3 September 15 and 16, 2018
24.	MOVED BY Virginia St-Denis SECONDED BY Patricia MacDonald that the NEC give the Editors Canada staff voice at the NEC meetings until the JUNE 2019 AGM.	Carried	Q3 September 15 and 16, 2018
25.	MOVED BY Tania Cheffins SECONDED BY Anne Louise Mahoney that the NEC accept the Foundations Skills Test Proposal written by the CSC and strike a new Foundations committee that will develop the test and report to the director of standards.	Carried	Q3 September 15 and 16, 2018

	Motion	Vote	Date
26.	<p>MOVED BY Gael Spivak SECONDED BY Anne Louise Mahoney</p> <p>that the NEC approves the following draft statement, and that the NEC asks Fazeela Jiwa to start talking to members about the statement, to gather input and to determine whether members would like to adopt it at the 2019 AGM. If, during those conversations, Fazeela identifies interest and a need, she may also ask the NEC to consider forming a task force or a committee to do further work in this area.</p> <p>“In our organization, Editors Canada affirms the value of</p> <ol style="list-style-type: none"> 1) diversity (increasing the presence of people of diverse identities, like those related to gender or race), 2) inclusion (creating an environment where all those with diverse identities are welcomed and valued), and 3) equity (recognizing that identity-based advantages and barriers exist in our industry and working to correct and address this imbalance). <p>Because part of the editing profession is to see bias and root it out, we strive to acknowledge, welcome, and respect the differences of our members along spectrums of ethnicities, genders, sexualities, abilities, languages, religious affiliations, ages, and levels of professional experience. We understand that each person’s identity is composed of multiple, intersecting factors that contribute to their experiences as an editor.”</p>	Carried	Q3 September 15 and 16, 2018

	Motion	Vote	Date
27.	<p>MOVED BY Virginia St-Denis SECONDED BY Julia Cochrane</p> <p>that the organization introduce a system of membership fees (for student affiliates to transition to membership in their early career) according to the following schedule:</p> <ul style="list-style-type: none"> ▪ \$50 student affiliate fee ▪ \$100 for the first year after leaving their program ▪ \$200 for the second year after leaving their program ▪ full fee for membership in third year after leaving program <p>to take effect when the membership software can automatically facilitate this or January 1, 2019, whichever is later.</p>	Carried	Q3 September 15 and 16, 2018
28.	<p>MOVED BY Greg Ioannou SECONDED BY Berna Ozunal</p> <p>that the NEC not accept the Active Voice proposal because of risks to association finances, brand, and strategic direction.</p>	Carried	Q3 September 15 and 16, 2018

	Motion	Vote	Date
29.	<p>MOVED BY Virginia St-Denis SECONDED BY Patricia MacDonald</p> <p>that the NEC approve the attached revised mandate (Appendix A in Q3 minutes) for the communications and marketing committee that addresses the following concerns:</p> <ul style="list-style-type: none"> ▪ committee description was not finalized ▪ mandate was too wide, while also going too deeply into surveys ▪ committee felt directed to complete all possible tasks, rather than the tasks that could be completed given human and financial resources 	Carried	Q3 September 15 and 16, 2018
30.	<p>MOVED BY Julia Cochrane SECONDED BY Anne Louise Mahoney</p> <p>that the awards committee be asked to quantify the applicability criteria in the honorary lifetime membership policy and recommend best practices for the administering the three items in the responsibility section of the policy.</p>	Carried	Q3 September 15 and 16, 2018
31.	<p>MOVED BY Breanne MacDonald SECONDED BY Julia Cochrane</p> <p>that Conference 2020 be held in Montréal.</p>	Carried	Q3 September 15 and 16, 2018
32.	<p>MOVED BY Greg Ioannou SECONDED BY Anne Louise Mahoney</p> <p>that the Training and Development proposal (Appendix K, Q3 minutes) be accepted in principle.</p>	Carried	Q3 September 15 and 16, 2018

	Motion	Vote	Date
33.	<p>MOVED BY Tania Cheffins SECONDED BY Breanne MacDonald</p> <p>that the NEC accept the draft updated Definitions of Editorial Skills and that they be sent to members for input.</p>	Carried	Q3 September 15 and 16, 2018
34.	<p>MOVED BY Breanne MacDonald SECONDED BY Patricia MacDonald</p> <p>that the NEC approve the Q2 minutes.</p>	Carried	Q3 September 15 and 16, 2018

Online Motions, Q3 September 2018 to Q4 November 2018 Meeting

	Motion	Vote	Date
35.	<p>MOVED by Tania Cheffins SECONDED by Gael Spivak</p> <p>THAT the NEC accept the revised guidelines for editing student work, consisting of guidelines for editing graduate student work, guidelines for editing undergraduate student work, and a permission form that can be used by both undergraduate and graduate students and their professors or supervisors.</p>	All in favour: 9 Opposed: 0	online Nov. 5, 2018
36.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald</p> <p>THAT Heather Buzila become interim vice-president for 2018–19, effective immediately, in addition to her role as director of branches and twigs.</p>	All in favour: 10 Opposed: 0	online Nov. 12, 2018

Q4, November 2018 Meeting

	Motion	Vote	Date
37.	MOVED BY Anne Louise Mahoney SECONDED BY Julia Cochrane that the agenda be approved.	Carried	Q4 November 17 and 18, 2018
38.	MOVED BY Tania Cheffins SECONDED BY Virginia St-Denis that the student affiliate fee be raised to \$54.95 annually.	Carried	Q4 November 17 and 18, 2018
39.	MOVED BY Anne Louise Mahoney SECONDED BY Berna Ozunal that membership fees be increased by 2 percent to \$286, that the emeritus fees be increased to \$143, and the two-year membership be increased to \$544 as of March 1, 2019.	Carried	Q4 November 17 and 18, 2018
40.	MOVED BY Virginia St-Denis SECONDED BY Julia Cochrane that members who have been lapsed for between one and two years be offered a \$40 discount in honour of the 40 th anniversary.	Carried	Q4 November 17 and 18, 2018

	Motion	Vote	Date
41.	<p>MOVED BY Greg Ioannou SECONDED BY Berna Ozunal</p> <p>that the NEC appoint Gael Spivak to be Editors Canada's representative to approach the Standards Council of Canada to discuss the ISO technical committee number 37 and the international plain language standard.</p>	Carried	Q4 November 17 and 18, 2018
42.	<p>MOVED BY Greg Ioannou SECONDED BY Tania Cheffins</p> <p>that Janice Dyer be appointed chair of the Foundations Skills Testing Committee.</p>	Carried	Q4 November 17 and 18, 2018
43.	<p>MOVED BY Breanne MacDonald SECONDED BY Berna Ozunal</p> <p>that Greg Ioannou explore with PublishXi the possibility of using their services to present the conference information in parallel with the existing procedures.</p>	Carried	Q4 November 17 and 18, 2018

Online Motions, Q4 November 2018 to Q1 March 2019

	Motion	Vote	Date
44.	<p>MOVED by Breanne MacDonald SECONDED by Julia Cochrane</p> <p>THAT the NEC approve the Q3 meeting minutes.</p>	All in favour: 8 Opposed: 0	online Dec. 3, 2018

	Motion	Vote	Date
45.	<p>MOVED by Breanne MacDonald SECONDED by Julia Cochrane</p> <p>THAT the NEC approve the 2018 draft AGM minutes.</p>	<p>All in favour: 7 Opposed: 0</p>	<p>online Dec. 3, 2018</p>
46.	<p>MOVED by Gael Spivak SECONDED by Breanne MacDonald</p> <p>THAT the NEC approve the attached task force brief, to create a task force that will</p> <ul style="list-style-type: none"> ▪ quantify the applicability criteria in the honorary lifetime policy, and ▪ recommend best practices for the administering the three items in the responsibility section of the policy. <p>For more information, please see Background #1, Honorary Lifetime Membership Policy below. For the task force brief, please see Appendix N, Q1 2019 minutes.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>online Dec, 3, 2018</p>

	Motion	Vote	Date
	<p style="color: red;">Background #1, Honorary Lifetime Membership Policies</p> <p>At the 2018 Q3 meeting, the NEC voted to have the awards committee do this work. The awards committee is unable to take this on, so we have decided to create a task force instead.</p> <p>This is the motion and action item from the Q3 minutes:</p> <p style="color: purple;">MOVED BY Julia Cochrane SECONDED BY Anne Louise Mahoney that the awards committee be asked to quantify the applicability criteria in the honorary lifetime membership policy and recommend best practices for the administering the three items in the responsibility section of the policy. Unanimous</p> <p style="color: purple;">Action Anne Louise Mahoney and Wendy Barron to ask the awards committee to quantify the applicability criteria in the honorary lifetime policy and recommend best practices for the administering the three items in the responsibility section of the policy.</p>		
47.	<p>MOVED by Tania Cheffins SECONDED by Greg Ioannou</p> <p>THAT that the NEC accept the revised Definitions of Editorial Skills, which have been updated to reflect current practices and terminology and to align with the 2016 version of the Professional Editorial Standards.</p> <p>For more information, please see Background #2, Definitions of Editorial Skills.</p>	All in favour: 11 Opposed: 0	online Dec. 17, 2018

	Motion	Vote	Date
<p style="text-align: center;">Background #2, Definition of Editorial Skills</p> <p>The Definitions of Editorial Skills that appear on the Editors Canada website have been updated to reflect current practices and terminology and to align with the 2016 version of the Professional Editorial Standards. These revised definitions have been through member consultation and have been revised based on member comments.</p>			
48.	<p>MOVED by Greg Ioannou SECONDED by Patricia MacDonald</p> <p>THAT the NEC rescind the previous decision to approve the draft AGM minutes in order to amend them, due to checking them against the recording again.</p>	<p>All in favour: 8 Opposed: 2</p>	<p>online Dec. 18, 2018</p>
49.	<p>MOVED by Gael Spivak SECONDED by Virginia St-Denis</p> <p>THAT, considering the impasse that all parties are at, the long-term ramifications of disciplining a member for following written rules but going against custom, and the mounting legal fees, the member not be disciplined by the NEC, and that the NEC continue to recommend mediation between the members who are in dispute, paid for privately by those members.</p> <p>For more information, please see Background #3, Discipline of Member, below.</p>	<p>All in favour: 9 Opposed: 1</p>	<p>online Dec. 20, 2018</p>

	Motion	Vote	Date
	<p>Background #3, Disciplining the Member: 2018 AGM Conflict</p> <p>On the matter of a member speaking against a motion regarding an honorary lifetime membership at the 2018 annual general meeting (AGM), the member maintained that any motion on the floor is debatable, and the procedure for this honour says that "If the national executive council recommends a nomination to members, a motion will be made at a general meeting asking members to endorse the nomination."</p> <p>An independent investigator found that the member was guilty of misconduct because</p> <ul style="list-style-type: none"> ▪ the member knew, or ought to have known, that such motions are generally passed at an AGM with no discussion, and ▪ debating an honorary lifetime membership motion is out-of-step with past practice at AGMs and goes against the spirit of this kind of acknowledgement. <p>However, Robert's Rules of Order indicates that</p> <ol style="list-style-type: none"> a. A main motion or question is debatable, as is a ratification. b. Motions on endorsing or voting are not listed in the table of Motions and Parliamentary Steps Which Are Not Debatable and Not Amendable. c. Custom cannot overrule parliamentary procedure or an organization's written rules, and a director has called a point of order on this. <p>"In some organizations, a particular practice may sometimes come to be followed as a matter of established custom so that it is treated practically as if it were prescribed by a rule. If there is no contrary provision in the parliamentary authority or written rules of the organization, the established custom should be adhered to unless the assembly, by a majority vote, agrees in a particular instance to do otherwise. However, if a customary practice is or becomes in conflict with the parliamentary authority or any written rule, and a Point of Order (23) citing the conflict is raised at any time, the custom falls to the ground, and the conflicting provision in the parliamentary authority or written rule must thereafter be complied with. If it is then desired to follow the former practice, a special rule of order (or, in appropriate circumstances, a standing rule or a bylaw provision) can be added or amended to incorporate it."</p> <p>Given that the findings of the independent investigator contradict Robert's Rules of Order, and a director called a point of order on this, the national executive council (NEC) was compelled to discuss the contradiction, seek advice on the matter, and discuss the ramifications of the contradiction.</p> <p>After considering the options, the NEC can find no grounds on which to discipline this member.</p> <p>In addition, doing so with no basis in parliamentary procedure could have ramifications for any member who wants to discuss a motion at a members' meeting in the future.</p>		

	Motion	Vote	Date
50.	<p>MOVED by Heather Buzila SECONDED by Breanne MacDonald</p> <p>THAT only the copy editing certification test be held in 2019 and that the NEC continue the discussion at the March 2019 meeting.</p> <p>For more information, please see Background #4, Certification Tests in 2019.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>online Jan. 18, 2019</p>
<p style="text-align: center;">Background #4, Certification Tests in 2019</p> <p>At the November 2019 NEC meeting, Anne Louise Mahoney (past president) recommended that the certification tests be put on hold for a year to allow us to step back and consider new ideas and ways to improve the program due to association budget constraints. Since that meeting, Tania Cheffins (director of professional standards) has discussed this further with Anne Louise Mahoney, Gael Spivak (president), and John Yip-Chuck (executive director), and with the Certification Steering Committee (CSC). Tania Cheffins and the CSC chairs also had a conference call in December with Anne Louise Mahoney and John Yip-Chuck. After this discussion, the CSC has agreed that it's time for a re-think (particularly to reduce the amount of time, money, and volunteer resources it takes to run the program, which is currently disproportionate to the number of candidates we have writing the tests).</p>			
51.	<p>MOVED by Virginia St-Denis SECONDED by Breanne MacDonald</p> <p>THAT the National Executive Council officially approve the attached PowerPoint template be used as the official Editors Canada template and be made available to volunteers and others who need it after those fixes are addressed.</p> <p>For more information, please see Background #5, Branded PowerPoint Template.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>online Jan. 18, 2019</p>

	Motion	Vote	Date
<p>Background #5, Branded PowerPoint Template</p> <ul style="list-style-type: none"> ▪ Editors Canada has a brand that needs to be protected and promoted ▪ Templates are an effective way of protecting and promoting a brand ▪ Volunteers and paid webinar presenters need to create PowerPoint presentations for their work with Editors Canada ▪ A branded PowerPoint template was created for webinars, but not widely distributed or used in other programs ▪ The attached template needs various fixes. 			
52.	<p>MOVED by Patricia MacDonald SECONDED by Julia Cochrane</p> <p>THAT the NEC proceed with the recommendations of the insurance task force, as outlined in their report (Appendix O, Q1 2019 minutes). Specifically, (1) that Editors Canada continue to offer a flexible insurance package to members and (2) that the task force research and select reliable insurance companies and explore the feasibility of offering customized insurance packages.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>online Jan. 18, 2019</p>
53.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>THAT the procedures for the Karen Virag Award and the Claudette Upton Scholarship (as found in the existing Awards and Scholarship Procedures) be amended to remove the option of accepting print submissions, so that all submissions must be in digital format.</p>	<p>All in favour: 10 Opposed: 0</p>	<p>online Feb. 4, 2019</p>

	Motion	Vote	Date
54.	<p>MOVED by Gael Spivak SECONDED by Heather Buzila</p> <p>THAT Editors Canada enter into a formal agreement with The Chicago Manual of Style to maintain the on-going access to CMOS (at a cost to Editors Canada but free for Editors Canada members), along with various marketing exchanges as outlines in the proposal from CMOS.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>online Feb. 11, 2019</p>
55.	<p>MOVED by Julia Cochrane SECONDED by Greg Ioannou</p> <p>THAT the national executive council approve the 2019 budget for the Editors' Association of Canada.</p>	<p>All in favour: 10 Opposed: 0</p>	<p>online Mar. 4, 2019</p>
56.	<p>MOVED by Breanne MacDonald SECONDED by Julia Cochrane</p> <p>THAT the NEC approve the revised draft 2018 AGM minutes.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>online Mar. 11, 2019</p>
57.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC approve the attached partnership agreement (Appendix P, Q! 2019 minutes) with Peerwith, an online platform that connects experts in a peer-to-peer marketplace.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>online Mar. 27, 2019</p>

	Motion	Vote	Date
58.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p> THAT Editors Canada publish a digital edition only (not a print edition) of the 2019 issue of Active Voice, for budget reasons.</p> <p>For more information, please see Background #6, Active Voice.</p>	<p>All in favour: 11 Opposed: 0</p>	<p>online Mar. 27, 2019</p>

Background #6, Active Voice

The editors of *Active Voice* were keen to publish a print edition of the magazine this year, given that it is the association's 40th anniversary. Unfortunately, despite efforts over several months, we were unsuccessful in attracting advertisers this year: many of those we contacted said that print advertising was not useful for them; also, our circulation figures are very small (about 1500 copies). I would therefore like the NEC to vote on publishing a digital edition only this year.

Note: In 2018, we published 2 digital editions (winter and spring) and no print editions, also for budget reasons.

Question: Is Editors Canada obligated to produce one print edition every calendar year? I looked at past minutes from NEC meetings to try to find out.

Here is the relevant discussion from the minutes of the June 2014 NEC meeting (p. 4):

Active Voice/Voix active

Consensus: The NEC decided to turn *Active Voice/Voix active* into an annual print publication that features the best of The Editors' Weekly blog.

Noted: A vote of the membership would be required to stop producing *Active Voice/Voix active*, but is not required for this change.

Note the word "producing" – it doesn't specify printing.

We published a print + PDF version of AV once a year in 2014 to 2017, but those PDFs aren't on the website.

And here is what was discussed at the June 2015 NEC meeting:

11. Active Voice (AV)

The council discussed the various past iterations of Active Voice and possible future ones:

- a collection of blog posts from Editor's Weekly
- a collection of articles including ones from the conference presentations
- a public relations vehicle

Some questions arose. Should it be

- a print version or digital;
- an internal publication with information for the members;
- or an external publication showcasing the association to the world?

Some other thoughts on communications: Editors Canada doesn't have a social media presence; Magazines Canada has research on print versus digital editions, demographics, and more; Editors Canada should be able to put out a publication; Active Voice only has one volunteer and there is no Publications Committee chair at the moment.

Action: Put a discussion item on the agenda for the September quarterly meeting: define magazine's purpose; find a committee chair. [This didn't happen, though.]

We didn't end up featuring only the best of The Editors' Weekly – that didn't work well (people had already read those posts).

I've searched the NEC meeting minutes as far back as they go on the website. All I found was the following – no reference to AV having to be a print edition.

In 2006 (and 2005?), AV seems to have been digital only, leading to this statement in the 2006 Q3 minutes (p. 8):

10A. Strategic and tactical planning (continued)

Council members discussed the costs involved in printing *Active Voice* again. It is estimated that it would cost \$20,000 annually to print and mail the newsletter to members four times a year (assuming specs of a two-colour, eight-page newsletter).

Suggestions: Investigate the cost of printing a high-quality, glossy, colour *Active Voice* for use as a marketing tool.

Increase readership by emailing the newsletter as an attachment instead of the current method of emailing a link to the newsletter on the website's homepage. This would be problematic for people on dialup, though.

Conduct a readership survey by telephone instead of a printed survey.

Print "feedback" links in *Active Voice*.

A possible long-term goal is to produce an academic journal.

Consensus: Go with the status quo for now. Council members will think about moving to a print version for the November meeting.

And in the 2006 Q4 minutes it says:

Newsletter

p. 4: The *Active Voice* editors submitted a proposal for returning to a printed version of the association's national newsletter, to be used as a marketing tool and distributed to the membership on a quarterly basis.

p. 7: Newsletter

	Motion	Vote	Date
	<p>Council members discussed the feasibility of returning to a print version of <i>Active Voice</i>. The editors aim to have the first print edition ready to be mailed with conference materials in March 2007.</p> <p>I also searched the AGM minutes going back to 2005, and found no reference to requiring one print edition of AV every year.</p>		

Q1, March 2019 Meeting

	Motion	Vote	Date
59.	<p>MOVED BY Greg Ioannou SECONDED BY Anne Louise Mahoney that the NEC approve the agenda.</p>	Carried	Q1 March 30 and 31, 2019
60.	<p>MOVED BY Tania Cheffins SECONDED BY Virginia St-Denis that the NEC reinstate the standards committee with the mandate to continually monitor the editing environment for new and revised standards and update the current standards accordingly.</p>	Carried	Q1 March 30 and 31, 2019
61.	<p>MOVED BY Tania Cheffins SECONDED BY Gael Spivak that as of February 2019, the NEC appoint Vicky Bell as co-chair of the certification steering committee.</p>	Carried	Q1 March 30 and 31, 2019

	Motion	Vote	Date
62.	<p>MOVED BY Sandra Gravel SECONDED BY Julia Cochrane</p> <p>that, based on the results of the Francophone survey from 2018, the following changes occur:</p> <ul style="list-style-type: none"> ▪ The position of Francophone Affairs director be eliminated and be replaced with the position of the Francophone adviser to the NEC. ▪ The Francophone Affairs committee be dissolved and be replaced with the position of the Francophone adviser. ▪ The Francophone Adviser's mandate will include recruiting Francophone members for national committees and organizing a Francophone conference every two years. 	Carried	Q1 March 30 and 31, 2019
63.	<p>MOVED BY Greg Ioannou SECONDED BY Heather Buzila</p> <p>that considering that the Guidelines for Ethical Editing of Undergraduate and Graduate Student Texts were created by an academic in conjunction with professors and university writing centres to follow the academic process, sent for consultation to members, and are a tool for academic editors, a member vote is not required.</p>	Carried	Q1 March 30 and 31, 2019
64.	<p>MOVED BY Tania Cheffins SECONDED BY Anne Louise Mahoney</p> <p>that the NEC accept the task force brief (Appendix G, Q1 2019 minutes) for the testing platform for the foundations test.</p>	Carried	Q1 March 30 and 31, 2019

	Motion	Vote	Date
65.	<p>MOVED BY Anne Louise Mahoney SECONDED BY Patricia MacDonald</p> <p>that the NEC create a new director role called member recruitment and retention, with the mandate of monitoring internal and external membership trends with the goal of increasing membership numbers.</p>	Carried	Q1 March 30 and 31, 2019
66.	<p>MOVED BY Berna Ozunal SECONDED BY Julia Cochrane</p> <p>that a trademark for the term 'Professional Editorial Standards' be applied for.</p>	Carried	Q1 March 30 and 31, 2019
67.	<p>MOVED BY Breanne MacDonald SECONDED BY Julia Cochrane</p> <p>that the Q4 meeting minutes be approved.</p>	Carried	Q1 March 30 and 31, 2019

Online Motions, Q1 March 2019 to June 3, 2019

	Motion	Vote	Date
68.	<p>MOVED by Sandra Gravel SECONDED by Gael Spivak</p> <p>THAT the francophone adviser should be a national position, reporting to the director of volunteer relations.</p>	All in favour: 9 Opposed: 0	May 6, 2019

	Motion	Vote	Date
69.	<p>MOVED by Greg Ioannou SECONDED by Patricia MacDonald</p> <p>THAT the NEC appoint Breanne MacDonald and Gael Spivak as co-chairs of the 2020 Conference.</p>	<p>All in favour: 9 Opposed: 0</p>	May 6, 2019
70.	<p>MOVED by Julia Cochrane SECONDED by Gael Spivak</p> <p>THAT the NEC accept the 2018 Auditor's Report.</p>	<p>All in favour: 10 Opposed: 0</p>	May 13, 2019
71.	<p>MOVED by Gael Spivak SECONDED by Patricia MacDonald</p> <p>THAT the NEC adopt membership fee relief for members who encounter catastrophic illness or disability.</p> <ul style="list-style-type: none"> ▪ This will be for a two-year trial run, with scheduled evaluation after two years. ▪ We will write a procedure document to manage it. 	<p>All in favour: 10 Opposed: 0</p>	May 20, 2019
72.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald</p> <p>THAT the NEC appoint these Editors Canada members to the following committee chair roles for 2019/20:</p> <ul style="list-style-type: none"> ▪ communications and marketing: Janine Harker ▪ member services: Alana Chalmers ▪ volunteer management: Monica Laane-Fralick 	<p>All in favour: 11 Opposed: 0</p>	May 20, 2019

	Motion	Vote	Date
73.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the national executive council appoint Robin Larin as the co-chair of the student relations committee, joining Mark Grill (current chair).</p>	<p>All in favour: 10 Opposed: 0</p>	<p>May 27, 2019</p>
74.	<p>MOVED by Gael Spivak SECONDED by Patricia MacDonald</p> <p>THAT the NEC adopt the attached Membership Fee Relief Policy and the Membership Fee Relief Guidelines, to implement the NEC motion that passed on May 20, 2019, on membership fee relief.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>June 3, 2019</p>