

Editors' Association of Canada
Association canadienne des réviseurs

National Executive Council

Motions from Minutes

June **2015** to June **2016**



EDITORS
RÉVISEURS
CANADA

1.	<p>MOVED by Michelle van der Merwe SECONDED by Michelle Boulton</p> <p>that the national executive council combine the two current committees—Member Communications and Marketing & Public Relations—into a single committee named the Communications and Marketing Committee.</p>	Carried	Q2 June 2015
2.	<p>MOVED by Michelle Boulton SECONDED by Michelle van der Merwe</p> <p>that the national executive council invites each of the branches and twigs to appoint a representative to the newly combined Communications and Marketing Committee.</p>	Carried	Q2 June 2015
3.	<p>MOVED by Greg Ioannou SECONDED by donalee Moulton</p> <p>that Editors Canada accepts the request from PWAC to become partners for the 2016 conference in Vancouver, subject to conference chair approval.</p>	Carried	Q2 June 2015
4.	<p>MOVED by Greg Ioannou SECONDED by Breanne MacDonald</p> <p>that the NEC approaches PEAVI to partner with Editors Canada for the 2016 conference in Vancouver, subject to conference chair approval.</p>	Carried	Q2 June 2015
5.	<p>MOVED by Greg Ioannou SECONDED by Anne Louise Mahoney</p> <p>that Editors Canada partner with ACES for the 2019 conference in Chicago.</p>	Withdrawn	Q2 June 2015
6.	<p>MOVED by Greg Ioannou SECONDED by Gael Spivak</p> <p>that we approve the nomination of Nancy Foran as the chair of the Volunteer Management Committee.</p>	Carried	online votes between Q2 and Q3
7.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>that the executive director (ED) be granted signing authority</p>	Carried	online votes between Q2 and Q3

	<p>with the following controls:</p> <ol style="list-style-type: none"> 1. At the end of every month, the ED will send a Cheque Run report for approval via email by two NEC signing officers. 2. Once the report is approved, the ED will sign the cheques and then send them to one of the NEC signing officers for signing. (Ideally, someone in Toronto, to save time and courier costs.) A copy of the report will be attached to the cheques, and only cheques that were on the list would be signed. 3. One NEC signing officer (not the ED) is required to sign cheques under \$500. 4. One NEC signing officer plus the executive director (or plus a second NEC signing officer) are required to sign cheques in the amount of \$500 to \$5000. 5. Two NEC signing officers are required to sign cheques over \$5,000. Exceptions: any cheques to the Receiver General (HST, payroll remittance and deductions) may be signed by the ED plus one NEC signing officer. 6. The ED can sign cheques as long as the association's financial statements are within 45 days of being current. 7. Any transfers between accounts would need prior approval by email by two NEC signing officers. <p>The NEC reserves the right to revoke the executive director's signing authority at any time and for any reason.</p>		
8.	<p>MOVED by Greg Ioannou SECONDED by Anne Louise Mahoney</p> <p>that the job posting fee (of \$200) be removed. (Member services)</p>	Carried	Q3 September 2015
9.	<p>MOVED by Margaret Shaw SECONDED by Marie-Christine Payette</p> <p>that the current Email and Mediator committees become volunteer positions.</p>	Carried	Q3 September 2015
10.	<p>MOVED by Elizabeth d'Anjou SECONDED by Marie-Christine Payette</p> <p>that the Agrément Committee become an independent committee parallel to CSC.</p>	Carried	Q3 September 2015
11.	<p>MOVED by Greg Ioannou SECONDED by Margaret Shaw</p> <p>that the Standards Committee become a taskforce.</p>	Carried	Q3 September 2015

12.	<p>MOVED by Gael Spivak SECONDED by Breanne MacDonald</p> <p>that the Training and Development Committee be split into two committees: one for T&D and one for student relations, which will take over student and educational work.</p>	Carried	Q3 September 2015
13.	<p>MOVED by Elizabeth d'Anjou SECONDED by donalee Moulton</p> <p>that the Volunteer Management committee be granted \$500 for a random draw as part of its volunteer rewards program to recognize volunteers, until otherwise decided.</p>	Carried	Q3 September 2015
14.	<p>MOVED by Gael Spivak SECONDED by Patricia MacDonald</p> <p>THAT we appoint Wendy Barron as chair of the newly formed student relations committee.</p>	Carried	Sept. 26, 2015
15.	<p>MOVED by Patricia MacDonald SECONDED by Greg Ioannou</p> <p>THAT we appoint Abby Egerter as chair of the member services committee.</p>	Carried	Sept. 30, 2015
16.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC approve the taskforce brief to research and set up a national mentoring program.</p>	Carried	Oct. 4, 2015
17.	<p>MOVED by Michelle van der Merwe SECONDED by Breanne MacDonald</p> <p>THAT Susan Chambers and Donald Beyers be appointed as Co-Chairs of the Communications and Marketing Committee.</p>	Carried	Oct. 19, 2015
18.	<p>MOVED by Breanne MacDonald SECONDED by Marie-Christine Payette</p> <p>THAT the NEC appoint Marsha Fine, Carole Hubbard and Suzanne Purkis as co-chairs for the 2017 conference.</p>	Carried	Oct. 26, 2015

19.	<p>MOVED by Gael Spivak SECONDED by Margaret Shaw</p> <p>THAT the NEC review and approve the new partnership policy and its guidelines.</p>	Carried	Oct. 28, 2015
20.	<p>MOVED by donalee Moulton SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC appoint Nancy Cassidy as chair of the publications committee.</p>	Carried	Oct. 31, 2015
21.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the national executive council approve a partnership with the Art of Leadership, for the following:</p> <ul style="list-style-type: none"> • Editors Canada members will receive some free passes and a discount to the Art of Leadership conferences (Toronto in November, and the Calgary and Vancouver sessions in April 2016) and an ad in their magazine. • In exchange, Editors Canada will provide the Art of Leadership with some promotion, in the form of a stand-alone email to members in those three cities, a mention in an e-news update about each of the three conferences, and a post about the conferences on the Editors Canada website. 	Carried	Nov. 5, 2015
22.	<p>MOVED by Stacey Atkinson SECONDED by Gael Spivak</p> <p>THAT the NEC accept the branch signing officers [as listed in the document <i>Branch-twig signing officers-2015-2016.docx</i>].</p>	Carried	Nov. 14, 2015

23.	<p>MOVED by Gael Spivak SECONDED by donalee Moulton</p> <p>THAT the NEC change the wording in the new Partnership Policy from</p> <p>"The Editors' Association of Canada (Editors Canada) develops and fosters partnerships that support the aims and objectives stated in Bylaw No. 1 (2014) of the association."</p> <p>to</p> <p>"The Editors' Association of Canada (Editors Canada) develops and fosters partnerships that support the aims, objectives and effectiveness of the association."</p>	Carried	Nov. 24, 2015
24.	<p>MOVED by Elizabeth d'Anjou SECONDED by Gael Spivak</p> <p>that the vice-president pursue partnership opportunities for Editors Canada in the areas of conferences, training, publications, exchange of services, and possibly job boards.</p>	Carried	Q4, November 2015
25.	<p>MOVED by Margaret Shaw SECONDED by Greg Ioannou</p> <p>that Patrick direct the office staff to look into the feasibility of creating a Directory of Trainers and report back to the executive.</p>	Carried	Q4, November 2015
26.	<p>MOVED by Margaret Shaw SECONDED by David Johansen</p> <p>that we raise the per diem from \$25 to \$30. (Finances)</p>	Carried	Q4, November 2015
27.	<p>MOVED by Elizabeth d'Anjou SECONDED by Stacey Atkinson</p> <p>that Patrick work with the NEC to investigate ways to reduce travel and accommodation expenses for quarterly meetings.</p>	Carried	Q4, November 2015

28.	<p>MOVED by Greg Ioannou SECONDED by David Johansen</p> <p>that, as of March 1, 2016, the NEC increase the membership dues to \$273 (and emeritus fees to \$136.50) as required by the Membership Procedure, seconded by David.</p>	Carried	Q4, November 2015
29.	<p>MOVED by Gael Spivak SECONDED by Greg Ioannou</p> <p>THAT the NEC appoint Carolyn Brown as the new leader of the mentoring taskforce.</p>	Carried	Dec. 12, 2015
30.	<p>MOVED by David Johansen SECONDED by Gael Spivak</p> <p>THAT the draft budget version 3 for 2016 be approved.</p>	All in favour: 11 Opposed: Abstained: 2	Dec. 23, 2015
31.	<p>MOVED by Breanne MacDonald, SECONDED by Anne Louise Mahoney</p> <p>THAT we appoint Patricia Furdek as chair of the training and development committee.</p>	All in favour: 10 Opposed: Abstained: 3	Jan. 11, 2016
32.	<p>MOVED by Anne Louise Mahoney SECONDED by David Johansen</p> <p>THAT a 5 percent discount on the annual membership fee be applied when emeritus members renew for two years.</p>	All in favour: 3 Opposed: 8 Abstained: 2 NOT PASSED	Jan. 18, 2016
33.	<p>MOVED by Gael Spivak SECONDED by Margaret Shaw</p> <p>THAT the entire 2015 annual report (and all subsequent ones) report only on the last calendar/fiscal year (including the conference committee and donations), instead of reporting on the previous year, the current year (conference), and the AGM year (donations).</p>	All in favour: 11 Opposed: Abstained: 2	Jan. 25, 2016

34.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald</p> <p>THAT a 5 percent discount on the annual membership fee be applied when members (as defined in the membership policy) renew for two years.</p>	<p>All in favour: 11 Opposed: Abstained: 2</p>	<p>Jan. 25, 2016</p>
35.	<p>MOVED by Anne Louise Mahoney SECONDED by Stacey Atkinson</p> <p>THAT Benoît Arsenault be named chair of the francophone affairs committee effective immediately.</p>	<p>All in favour: 11 Opposed: Abstained: 2</p>	<p>Feb. 1, 2016</p>
36.	<p>MOVED by Anne Louise Mahoney SECONDED by Marie-Christine Payette</p> <p>THAT the members of the awards committee plus the president (or her/his delegate) serve as the judges for the Karen Virag award.</p>	<p>All in favour: 10 Opposed: Abstained: 3</p>	<p>Feb. 1, 2016</p>
37.	<p>MOVED by Gael Spivak SECONDED by Patricia MacDonald</p> <p>THAT the NEC approves a generic partnership agreement that can be used for agreements with like-minded associations (such as editing, writing and translating associations). Each actual agreement must be approved by the NEC.</p>	<p>All in favour: 11 Opposed: Abstained: 2</p>	<p>Feb. 1, 2016</p>
38.	<p>MOVED by Anne Louise Mahoney SECONDED by donalee Moulton</p> <p>THAT, as a clarification of the branding guidelines, branches and twigs use one of the following constructions in running text where the version of the national logo with the words EDITORS CANADA does not appear when they wish to indicate their relationship to the national association in promotional and other materials: Editors Toronto Editors Canada Editors Hamilton-Halton Editors Canada OR Editors Toronto (a branch of Editors Canada) Editors Hamilton-Halton (a twig of Editors Canada)</p>	<p>All in favour: 9 Opposed: Abstained: 4</p>	<p>Feb. 15, 2016</p>

39.	<p>MOVED by Breanne MacDonald SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC approve a \$75 discount on two-day registration or a \$50 discount on one-day registration for conference committee coordinators (no further discount for coordinators who are also speakers).</p>	<p>All in favour: 8 Opposed: 3 Abstained: 2</p>	<p>Feb. 29, 2016</p>
40.	<p>MOVED by Anne Louise Mahoney SECONDED by Marie-Christine Payette</p> <p>THAT we reduce the annual subscription rates to ECE3 online for institutions, according to the attached chart, to take effect on April 1, 2016.</p>	<p>All in favour: 11 Opposed: Abstained: 1</p>	<p>Feb. 29, 2016</p>
41.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT Editors Canada enter into a partnership with the American Copy Editors Society (ACES), to exchange member discounts for conference registration and online training, as per the attached agreement.</p>	<p>All in favour: 10 Opposed: Abstained: 2</p>	<p>Mar. 7, 2016</p>
42.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>To clarify the motion carried on Monday, February 29, 2016, regarding conference discounts for certain conference committee volunteers:</p> <p>THAT these discounts apply to the 2016 conference only, as a test case. The national executive council will further explore the issue of conference volunteer discounts to create guidelines on this matter.</p>	<p>All in favour: 8 Opposed: 3 Abstained: 2</p>	<p>Mar. 14, 2016</p>
43.	<p>MOVED by Anne Louise Mahoney SECONDED by Marie-Christine Payette</p> <p>THAT the NEC adopts the attached procedures for the Karen Virag Award, submitted by the awards committee (and revised to match the style and tone of the Editors Canada Awards Procedures).</p>	<p>All in favour: 8 Opposed: Abstained: 4</p>	<p>Mar. 28, 2016</p>

44.	<p>MOVED by Gael Spivak SECONDED by Greg Ioannou</p> <p>THAT the NEC approves the partnership agreement with CTTIC (Canadian Translators, Terminologists and Interpreters Council) as outlined in the attached agreement (Partnership Agreement for conferences and training CTTIC.PDF in Google Drive).</p>	<p>All in favour: 8 Opposed: Abstained: 4</p>	<p>Mar. 28, 2016</p>
45.	<p>MOVED by Breanne MacDonald SECONDED by donalee Moulton</p> <p>THAT the 2017 conference city be changed from Ottawa to Gatineau (if needed).</p>	<p>All in favour: 12 Opposed: Abstained:</p>	<p>Apr. 4, 2016</p>
46.	<p>MOVED by Greg Ioannou SECONDED by Elizabeth d'Anjou</p> <p>THAT the office be directed to put a link to the roster of certified editors on the <i>Hire an Editor</i> page of the association's website, seconded by Elizabeth.</p>	<p>In favour: 1 Opposed: 6 Abstained: 5</p>	<p>Q1 April 2016</p>
47.	<p>MOVED by Elizabeth d'Anjou SECONDED by Greg Ioannou</p> <p>THAT the office be directed to place a link on the <i>Hire an Editor</i> page of the association's website briefly explaining Editors Canada certification and directing people to the certification area of the website, which includes the roster of certified editors.</p>	<p>In favour: 10 Opposed: 1 Abstained: 1 Carried</p>	<p>Q1 April 2016</p>
48.	<p>MOVED by Elizabeth d'Anjou SECONDED by Greg Ioannou</p> <p>THAT the NEC strike a task force (with chairs and specific complete membership to be determined) to reconsider the relationships between the national organization and branches/twigs with particular focus on the division of revenues and expenses and on improving two-way communication and report on this to the NEC by September.</p>	<p>Unanimous</p>	<p>Q1 April 2016</p>

49.	<p>MOVED by Elizabeth d'Anjou SECONDED by Margaret Shaw</p> <p>THAT the NEC approve the standards task force's amended timeline, seconded by Margaret.</p> <p>AMENDED TO READ</p> <p>THAT the NEC approve the standards task force's proposed new schedule as outlined in their report, with the amendment that the final two items now read (now in one item)</p> <ul style="list-style-type: none"> • send out final version of standards to members by September 7, 2016. <p>and that the NEC is to call a special electronic meeting for members to vote.</p>	Carried	Q1 April 2016
50.	<p>MOVED by Greg Ioannou SECONDED by Anne Louise Mahoney</p> <p>THAT the position of continuity officer be created.</p>	Carried	Q1 April 2016
51.	<p>MOVED by Gael Spivak SECONDED by Marie-Christine Payette</p> <p>THAT the NEC approve a partnership with Australia's Institute of Professional Editors Limited (IPEd), as outlined in the attached agreement.</p>	All in favour: 8 Opposed: Abstained: 4	May 2, 2016
52.	<p>MOVED by Gael Spivak SECONDED by Patricia MacDonald</p> <p>THAT the NEC approve the revised Human Resources Policy.</p>	All in favour: 11 Opposed: Abstained: 1	May 16, 2016
53.	<p>MOVED by donalee Moulton SECONDED by Gael Spivak</p> <p>THAT Karin Cather be confirmed as the Chair of Publications Committee.</p>	All in favour: 11 Opposed: Abstained: 1	May 16, 2016
54.	<p>MOVED BY Michelle van der Merwe SECONDED BY Stacey Atkinson</p> <p>that the Editors' Weekly editor become a national position.</p>	Carried	Q2 June 2016

55.	<p>MOVED BY Elizabeth d'Anjou SECONDED BY Stacey Atkinson</p> <p>that the branch/twig/national finance review task force be co-chaired by Margaret Shaw and David Johansen, that the task force brief be accepted with the following amendment: the recommendation could include no change.</p>	Carried	Q2 June 2016
56.	<p>MOVED BY Elizabeth d'Anjou SECONDED BY David Johansen</p> <p>that the due date for the preliminary report from the newly struck branch/twig/national finance task force be changed from the end of July to the end of August.</p>	Carried	Q2 June 2016
57.	<p>MOVED BY Anne Louise Mahoney SECONDED BY Gael Spivak</p> <p>that the Awards Procedures be revised such that the Tom Fairley award may have a maximum number of two runners-up.</p>	Carried	Q2 June 2016
58.	<p>MOVED BY Gael Spivak SECONDED BY Patricia MacDonald</p> <p>that the NEC accept the volunteer guidelines as revised on June 9, 2016.</p>	Carried	Q2 June 2016
59.	<p>MOVED by Elizabeth d'Anjou SECONDED by Anne Brennan</p> <p>That the members approve the agenda for the 2016 annual general meeting of Editors Canada (Appendix A).</p>	Carried	AGM JUNE, 2016
60.	<p>MOVED by Moira White SECONDED by Julia Cochrane</p> <p>That the members approve the minutes from the 2015 annual general meeting of Editors Canada (Appendix B).</p>	Carried	AGM JUNE, 2016
61.	<p>MOVED by Margaret Shaw SECONDED by Patricia MacDonald</p> <p>That the members approve the auditor's report (Appendix C) for 2015 for Editors Canada.</p>	Carried	AGM JUNE, 2016

62.	<p>MOVED by Elizabeth d'Anjou SECONDED by Marie-Christine Payette</p> <p>That the members approve the Editors Canada annual report for 2015 (Appendix D).</p>	Carried	AGM JUNE, 2016
63.	<p>MOVED by Stacey Atkinson SECONDED by Michelle van der Merwe</p> <p>That the members approve the Editors Canada Strategic Plan for 2017–2021 (Appendix E).</p>	Carried	AGM JUNE, 2016
64.	<p>MOVED by Greg Ioannou SECONDED by Breanne MacDonald</p> <p>That the members approve the new Consultation Policy of Editors Canada (Appendix F).</p>	Carried	AGM JUNE, 2016
65.	<p>MOVED by Julia Cochrane SECONDED by Claire Wilkshire</p> <p>That the members approve the revised Confidentiality Policy (Appendix G).</p>	Carried	AGM JUNE, 2016
66.	<p>MOVED by Elizabeth d'Anjou SECONDED by Marie-Christine Payette</p> <p>That the members approve the new Confidentiality Procedures (Appendix H).</p>	Carried	AGM JUNE, 2016
67.	<p>MOVED by Tim Green SECONDED by Andrea Hatley</p> <p>That the Editors Canada Prairie Provinces branch be dissolved as of October 31, 2016.</p>	Carried	AGM JUNE, 2016
68.	<p>MOVED by Greg Ioannou SECONDED by Elizabeth d'Anjou</p> <p>That Patrick Banville, executive director, be given voice at the annual general meeting.</p>	Carried	AGM JUNE, 2016

69.	<p>MOVED by Cathy McPhalen SECONDED by Julia Cochrane</p> <p>That some portion of the money from the dissolution of the Prairie Provinces branch go to the Karen Virag Award.</p>	Carried	AGM JUNE, 2016
70.	<p>MOVED by Peter Moskos SECONDED by Ruth Wilson</p> <p>That the term of positions on the national executive council be limited to three terms of two years each for a total of six years, and that there be a two-year gap before being eligible to sit on the executive again.</p>		AGM JUNE, 2016
71.	<p>MOVED by Andrea Hatley SECONDED by Marie-Christine Payette</p> <p>That the original motion be amended such that if the position on the executive were to be vacant (because the sitting member had been on the executive for three consecutive terms), the sitting member could remain.</p> <p>Peter Moskos did not agree with the amendment; motion failed.</p>	Failed	AGM JUNE, 2016
72.	<p>MOVED by Frances Peck SECONDED by Margaret Shaw</p> <p>That the motion put forward by Peter Moskos (about length of terms on the national executive council) be tabled such that the members vote on it at the special online general meeting to be held in the fall, thus allowing the members to have time for discussion.</p>	Carried	AGM JUNE, 2016
73.	<p>MOVED by Shana Johnstone SECONDED by Greg Ioannou</p> <p>That the methodology of engaging membership for the strategic plan be significantly expanded.</p>	Carried	AGM JUNE, 2016
74.	<p>MOVED by Elizabeth d'Anjou SECONDED by Jennifer Glossop</p> <p>That thanks be given to the conference committee co-chairs for all their hard work on the conference.</p>	Carried	AGM JUNE, 2016

75.	<p>MOVED by David Johansen SECONDED by Julia Cochrane</p> <p>That Editors Canada appoint the firm of Hogg, Shain & Scheck as the auditor for 2016.</p>	Carried	AGM JUNE, 2016
76.	<p>MOVED by Greg Ioannou SECONDED by David Johansen</p> <p>That Editors Canada offer thanks to donalee Moulton, director of publications, for her work on the executive as she steps down.</p>	Carried	AGM JUNE, 2016