

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

**National Executive Council**

**Motions from Minutes**

---

June 2017 to June 2018



**EDITORS  
RÉVISEURS  
CANADA**

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
1.	<p>MOVED by Frances Peck SECONDED by Iva Cheung</p> <p>that Nancy Flight be granted honorary <b>life membership</b> in Editors Canada.</p>	Unanimous	June 10, 2017 AGM
2.	<p>MOVED by Elizabeth d'Anjou SECONDED by Nancy Flight</p> <p>that the <b>conference committee</b> and volunteers be thanked for putting on the conference.</p>	Unanimous	June 10, 2017 AGM
3.	<p>MOVED BY Margaret Shaw SECONDED BY Elizabeth d'Anjou</p> <p>that the recommendations of the <b>Active Voice Task Force</b> be accepted in principle, with the caveat that the task force prepare a (yearly) plan with a budget including revenues and expenses to bring to the NEC.</p>	Carried`	June 26, 2017 Zoom meeting
4.	<p>MOVED by Greg Ioannou SECONDED by Breanne MacDonald</p> <p>THAT we make the following <b>appointments</b> for various roles in the association for the 2017-18 year: President: Gael Spivak</p> <p>Vice President: Julia Cochrane Past President: Anne Louise Mahoney Treasurer: Carolyn Brown Secretary: Breanne MacDonald Branches and Twigs East: David Johansen Branches and Twigs West: Lisa Ng Francophone Affairs (interim): Nancy Foran Communications: Stacey Atkinson Professional Standards: Tania Cheffins Publications: Greg Ioannou Training and Development: Berna Ozunal Volunteer Relations: Patricia MacDonald</p>	All in favour: 13 Opposed: Abstain:	July 10, 2017 online

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
5.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC approve the below list of <b>committee chairs</b> and national positions for 2017–18, which was shared with members at the 2017 annual general meeting.</p> <p>National committee chairs and national positions</p> <p>Awards: Tamra Ross (Editors Edmonton)</p> <p>Certification: Jeanne McKane (Editors Toronto branch) and Wendy Carroll (Editors Ottawa–Gatineau)</p> <p>Comité Agrément/Principes: Sandra Gravel (Réviseurs Québec/Atlantique)</p> <p>Communications &amp; marketing: Susan Chambers (Editors Toronto)</p> <p>Conference: Michelle Boulton (Editors Saskatchewan)</p> <p>The Editors' Weekly: Anna Williams</p> <p>Facebook group moderator: Joanne Haskins (Editors Toronto)</p> <p>Francophone affairs: Nancy Foran (Editors Toronto)</p> <p>List monitor: Nancy Wills (Editors Kingston)</p> <p>Mediator: Suzanne Purkis (Editors Ottawa–Gatineau)</p> <p>Member services: Sara Promislow (Editors Toronto)</p> <p>National magazine: Carol Harrison</p> <p>Publications: Karin Cather (Editors Toronto)</p> <p>Student relations: Wendy Barron (Editors British Columbia)</p> <p>Training and development: Jaime Miller (interim) and Tamra Ross (interim)</p> <p>Volunteer management: Christine Albert (Editors Toronto) and Nancy Foran (Editors Toronto)</p>	<p>All in favour: 13 Opposed: Abstain:</p>	<p>July 10, 2017 online</p>
6.	<p>MOVED by Patricia MacDonald SECONDED by Julie Cochrane</p> <p>THAT the NEC accept the new Editors Canada <b>Guidelines</b> for Committee Chairs and National Positions and the Editors Canada National Committee Mandates Overview.</p>	<p>All in favour: 9 Opposed: Abstain: 1</p>	<p>Sept. 1, 2017 online</p>

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
7.	<p>MOVED by Patricia MacDonald SECONDED by Carolyn Brown</p> <p>to give Editors Canada <b>staff</b> voice at the NEC meetings until June 2018 AGM.</p>	Unanimous	September, 2017 Q3
8.	<p>MOVED by Julia Cochrane SECONDED by Anne Louise Mahoney</p> <p>to accept the <b>Facebook guidelines</b> amended to add unless they have prior permission.</p>	Unanimous	September, 2017 Q3
9.	<p>MOVED by Carolyn Brown SECONDED by Anne Louise Mahoney</p> <p>that a motion be presented at the AGM to amend the <b>membership procedures</b> such that the NEC is able to freeze or decrease rates.</p>	Withdrawn	September, 2017 Q3
10.	<p>MOVED by Greg Ioannou SECONDED by Stacey Atkinson</p> <p>that Michelle Ou align the <b>award</b> dates to the calendar year in which they are awarded.</p>	Unanimous	September, 2017 Q3
11.	<p>MOVED by Anne Louise Mahoney SECONDED by Lisa Ng</p> <p>that the <b>prairie provinces</b> page be removed from the Editors Canada website.</p>	Unanimous	September, 2017 Q3
12.	<p>MOVED by Breanne MacDonald SECONDED by Gael Spivak</p> <p>that Tamra Ross be chair of the <b>training and development committee</b>.</p>	Unanimous	September, 2017 Q3

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
13.	<p>MOVED by Anne Louise Mahoney SECONDED by Julia Cochrane</p> <p>that Editors Canada stop selling subscriptions of the online version of <b>ECE 3</b> and stop supporting the website once the subscriptions have expired.</p>	Unanimous	September, 2017 Q3
14.	<p>MOVED by Stacey Atkinson SECONDED by Julia Cochrane</p> <p>that NEC accept the <b>communications and marketing</b> strategy as a working document for the association.</p>	Unanimous	September, 2017 Q3
15.	<p>MOVED by Greg Ioannou SECONDED by Julia Cochrane</p> <p>move that the affiliate fee for bulk <b>memberships</b> be \$25.</p>	Carried	September, 2017 Q3
16.	<p>MOVED by Breanne MacDonald SECONDED by Gael Spivak</p> <p>THAT Editors Canada plan a 40th anniversary <b>conference</b>, to be held on the east coast (location TBD), in 2019 and a joint international conference with the Editorial Freelancers Association (location TBD but trying for Montreal) in 2020.</p>	All in favour: 12 Opposed: 0	Oct. 2, 2017 online
17.	<p>MOVED by Gael Spivak SECONDED by Breanne MacDonald</p> <p>THAT the NEC appoint these <b>national signing officers</b> for the 2017-18 term:</p> <ul style="list-style-type: none"> <li>- John Yip-Chuck (executive director)</li> <li>- Carolyn Brown (treasurer)</li> <li>- Greg Ioannou (director, Toronto branch)</li> <li>- Berna Ozunal (director, Toronto branch)</li> </ul>	All in favour: 9 Opposed: 0	Oct. 16, 2017 online

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
18.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>THAT the following sentence be deleted from the Karen Virag Award section of the <b>Awards</b> and Scholarship Procedures, so that this section is consistent with the procedures for our other awards:</p> <p>The award recipient will also receive a cheque in the amount of \$400 CDN and a plaque in a presentation ceremony at the annual conference.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>Oct. 16, 2017 online</p>
19.	<p>MOVED by Tania Cheffins SECONDED by Gael Spivak</p> <p>THAT the National Executive Council strike a task force for the communication of the 2016 <b>standards</b> and approve the associated task force brief.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>Oct. 16, 2017 online</p>

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
20.	<p>MOVED by Gael Spivak SECONDED by Breanne MacDonald</p> <p>THAT the national executive council appoint the following <b>signing officers</b> for branches, for the 2017-18 term.</p> <p>West</p> <p>Editors BC</p> <p>Tiffany Sloan, treasurer Marianne Grier, chair—on leave Roma Illyckyj, acting and past chair</p> <p>Editors Saskatchewan</p> <p>Katherine Duncombe, chair Michelle Boulton, treasurer</p> <p>East</p> <p>Editors Ottawa-Gatineau</p> <p>Maureen Moyes, executive director Kaarina Stiff, chair Sara Caverley, vice-chair Lindsey Snow, treasurer</p> <p>Editors Quebec-Atlantic</p> <p>Karen Schell, branch administrator David Johansen, past treasurer Dominique Gaucher, current treasurer (to replace David Johansen sometime this fall)</p> <p>Editors Toronto</p> <p>Jennifer D. Foster, chair Nicole Roccas, vice-chair Catherine Dorton, secretary Marg Anne Morrison, treasurer</p>	<p>All in favour: 10 Opposed: 0</p>	<p>Oct. 16, 2017 online</p>
21.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald</p> <p>THAT Editors Canada create a <b>partnership</b> with the Association of Registered Graphic Designers, based on the contents of the attached agreement.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>Oct. 23, 2017</p>
22.	<p>MOVED by Carolyn Brown SECONDED by Gael Spivak</p> <p>THAT the NEC accept this plan for <b>an affiliate</b> organization group discount.</p>	<p>All in favour: 12 Opposed: 0</p>	<p>Nov. 1, 2017</p>

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
23.	<p>MOVED by Carolyn Brown  SECONDED by Anne Louise Mahoney</p> <p>that the NEC change the policy on <b>signing authority</b> as follows:</p> <p>in 3. of the current policy, strike “not the ED,” also,</p> <p>NEC will approve the signing officers annually, in September, following branch executive and national director elections.</p>	Carried	November 4/5, 2017 (Q4)
24.	<p>MOVED by Carolyn Brown  SECONDED by Gael Spivak</p> <p>that as required by the membership procedure, as of March 1, 2018, Editors Canada <b>membership dues</b> increase to \$281 and emeritus member dues increase to \$140.50 (to reflect the increase in the Consumer Price Index).</p>	<p>Votes for:</p> <p>Gael Spivak  Stacey Atkinson  Anne Louise Mahoney  Breanne MacDonald</p> <p>Votes against:</p> <p>Carolyn Brown  Greg Ioannou  David Johansen  Lisa Ng  Patricia MacDonald</p> <p>Abstentions</p> <p>Julia Cochrane  Tania Cheffins</p> <p>The motion did not pass.</p>	November 4/5, 2017 (Q4)



	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
25.	<p>MOVED by Julia Cochrane SECONDED by Tania Cheffins</p> <p>that the previous motion (on the required increase of <b>membership fees</b>) be reconsidered.</p>	<p>Revote:</p> <p>Votes for:</p> <p>Gael Spivak Julia Cochrane Stacey Atkinson Tania Cheffins Anne Louise Mahoney Breanne MacDonald</p> <p>Votes against:</p> <p>Greg Ioannou David Johansen</p> <p>Abstained:</p> <p>Carolyn Brown Lisa Ng Patricia MacDonald</p>	<p>November 4/5, 2017 (Q4)</p>
26.	<p>MOVED by Anne Louise Mahoney SECONDED by Patricia MacDonald</p> <p>that NEC bring a motion to the members at the 2018 AGM to revise the <b>membership procedures</b> such that the NEC be given the flexibility to freeze or decrease <b>member fees</b> in response to economic trends.</p>	<p>Unanimous</p>	<p>November 4/5, 2017 (Q4)</p>
27.	<p>MOVED BY Greg Ioannou SECONDED BY Julia Cochrane</p> <p>that the <b>40th anniversary task force</b> brief be accepted.</p>	<p>Carried</p>	<p>November 4/5, 2017 (Q4)</p>

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
28.	<p>MOVED BY Greg Ioannou  SECONDED BY Breanne MacDonald</p> <p>that new members get a free webinar recording in their first year starting March 1, 2018.</p>	Motion withdrawn	November 4/5, 2017 (Q4)
29.	<p>MOVED BY Greg Ioannou  SECONDED BY Anne Louise Mahoney</p> <p>that Editors Canada shut the <b>ECE 3</b> website down when the last subscription of ECE 3 runs out.</p>	Carried	November 4/5, 2017 (Q4)
30.	<p>MOVED BY Greg Ioannou  SECONDED BY Patricia MacDonald</p> <p>that the Editors Canada prevent that author from posting ads anywhere within the association's operations.</p>	Carried	November 4/5, 2017 (Q4)
31.	<p>MOVED by Greg Ioannou  SECONDED by Julia Cochrane</p> <p>THAT Editors' Canada add its support to <b>Access Copyright's</b> I Value Canadian Stories initiative.</p>	All in favour: 13 Opposed: 0	Nov. 27, 2017 online
32.	<p>MOVED by Gael Spivak  SECONDED by Greg Ioannou</p> <p>THAT that Editors Canada agree to the request from Helen Eby, of <b>Rescate</b>, to use the <b>Professional Editorial Standards</b> and the Principes directeurs en révision professionnelle as the basis for creating editorial standards for Spanish editors in the United States.</p>	All in favour: 9 Opposed: 0	Nov. 27, 2017 online

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
33.	<p>MOVED by Gael Spivak  SECONDED by Julia Cochrane</p> <p>THAT the national executive council approve and post (in the policy and procedure section of the website) the attached Branch Officers and <b>Signing Officers Procedures.</b></p>	<p>All in favour: 9  Opposed: 0</p>	<p>Dec 18, 2017  online</p>
34.	<p>MOVED by David Johansen  SECONDED by Gael Spivak</p> <p>THAT <b>branches and twigs</b> will, with immediate effect, be required to submit two reports a year, one for the September Q3 planning meeting and one for the Q1 meeting in March.</p>	<p>All in favour: 10  Opposed: 1</p>	<p>Dec. 18, 2017  online</p>

<p>35.</p>	<p><b>MOVED</b> by Gael Spivak  <b>SECONDED</b> by Julia Cochrane</p> <p>THAT that the national executive council allow using PubLaunch as a crowdsourcing vehicle to raise money to publish a <b>Canadian dictionary</b> because of the following:</p> <ol style="list-style-type: none"> <li>1. It is the only Canadian company that has the technical capacity to handle such book publishing projects. <ol style="list-style-type: none"> <li>a) It is designed for publishing books.</li> <li>b) Its clientele is connected to the book industry (which increases the likelihood of reaching donors).</li> <li>c) It is cheaper to use than other crowdfunding sites.</li> <li>d) It carries much less risk for Editors Canada than other crowdfunding sites. <ol style="list-style-type: none"> <li>o We can go ahead with the project even if we don't meet the project funding goal.<sup>[2]</sup></li> <li>o Other crowdfunding sites would require us to meet our goal (if we don't, the money is returned to the donors).</li> </ol> </li> </ol> </li> <li>2. The association bylaw does not preclude directors receiving compensation for non-director activities. <p>"7.01 Non-remuneration</p> <p>Directors shall not be remunerated for their duties as directors or officers. Directors may be reimbursed for reasonable expenses incurred while performing such duties. Nothing herein contained shall be construed to preclude any Executive Council member from serving the Association in any other capacity and receiving compensation for so doing."</p> </li> <li>3. The association's Conflict of Interest Policy allows for it. <p>The policy states that "Conflict of interest exists where the activities of association members advance their own interests (or the interests of others with whom they have a familial, personal or business relationship) in a way that may be detrimental or potentially harmful to the normal operations, integrity or aims and objectives of the association."</p> <p>In the case of the dictionary, advancing the interests of PubLaunch, and the member who owns it, is not harmful to the association (and, in fact, using the company will contribute to the aims and objectives of the association, and has the potential to bring a profit to Editors Canada).</p> <p>Directors and branch executive members do sometimes get paid for providing a service to members that they have a specialization in, such as seminars or webinars.</p> </li> <li>4. The member who is part owner of PubLaunch will donate his portion of after-cost profits to Editors Canada, so the member will not make money from the project.</li> </ol>	<p>All in favour: 9  Opposed: 1</p> <p>Greg Ioannou would like it noted that he abstained from the discussion and from voting.</p> <p>Julia Cochrane would like it noted that she voted in opposition to this motion.</p>	<p>Jan. 22, 2018  online</p>
------------	--	---	----------------------------------

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
36.	<p>MOVED by Breanne MacDonald SECONDED by David Johansen</p> <p>THAT <b>the 2019 conference</b> be held in Halifax, Nova Scotia.</p>	<p>All in favour: 9 Opposed: 0</p>	<p>Jan. 29, 2018 online</p>
37.	<p>MOVED by Stacey Atkinson SECONDED by Patricia MacDonald</p> <p>THAT we accept the 2016 <b>Membership Survey</b>: Highlights report and share it with the membership.</p>	<p>All in favour: 8 Opposed: 0</p>	<p>Feb. 12, 2018 online</p>
38.	<p>MOVED by Tania Cheffins SECONDED by Patricia MacDonald</p> <p>THAT Anne Fonteneau be appointed as the chair of the <b>Comité Agrément/Principes</b> and that Melva McLean be appointed as the chair of the <b>awards committee</b>.</p>	<p>All in favour: 11 Opposed: 0</p>	<p>Feb. 12, 2018 online</p>
39.	<p>MOVED by Tania Cheffins SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC accept the following changes to the <b>Thesis Editing Guidelines</b> made by the Standards Communications Task Force:</p> <ul style="list-style-type: none"> <li>- replaced the numbers of 2009 standards with corresponding numbers from the 2016 PES</li> <li>- replaced "EAC" with "Editors Canada"</li> <li>- added a new stylistic standard, C1, along with an additional line in the stylistic editing checklist for thesis supervisors to indicate if they do not want editors to improve paragraph construction -added a new proofreading standard, E7</li> </ul>	<p>All in favour: 10 Opposed: 0</p>	<p>Feb. 12, 2018 online</p>

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
40.	<p>MOVED BY Greg Ioannou SECONDED BY Carolyn Brown</p> <p>that the motions to move the meeting <b>in camera</b> appear at the end of the <b>minutes</b> in accordance with the decision in 2012 Q4.</p>	Carried	March 3/4, 2018 (Q1)
41.	<p>MOVED BY Breanne MacDonald SECONDED BY Anne Louise Mahoney</p> <p>that due to lack of demand, and as a cost-saving measure, Editors Canada will provide <b>simultaneous interpretation</b>, upon request, in advance, using a remote service, for the <b>AGM</b> only.</p>	Carried	March 3/4, 2018 (Q1)
42.	<p>MOVED BY Carolyn Brown SECONDED BY Greg Ioannou</p> <p>that Editors Canada offer departing <b>employees</b> a voluntary opportunity to do a confidential exit interview with the human resources committee member of their choice to improve workplace atmosphere and function.</p>	Carried	March 3/4, 2018 (Q1)
43.	<p>MOVED BY Tania Cheffins SECONDED BY Patricia MacDonald</p> <p>that Editors Canada apply to register "certified professional editor" as a <b>trademark</b> in 2018.</p>	Carried	March 3/4, 2018 (Q1)
44.	<p>MOVED by Greg Ioannou SECONDED by Anne Louise Mahoney</p> <p>THAT we appoint Paula Chiarcos and Jessica Riches as co-chairs of the <b>Publications Committee</b>.</p>	All in favour: 10 Opposed: 0	Apr. 2, 2018

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
45.	<p>MOVED by Tania Cheffins SECONDED by Gael Spivak</p> <p>THAT we sign the updated reciprocal agreement from IPed that entitles holders of any of Editors Canada's certifications to be accepted as professional members of any of IPed's member branches (with no corresponding requirements from Editors Canada in return).</p> <p><b>(partnerships)</b></p>	<p>All in favour: 10 Opposed: 0</p>	Apr. 2, 2018
46.	<p>MOVED by David Johansen SECONDED by Greg Ioannou</p> <p>THAT the NEC accepts the application of Barrie to become a <b>twig</b>, as per their application of April 10, 2018.</p>	<p>All in favour: 10 Opposed: 0</p>	Apr. 16, 2018
47.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the NEC improve the association's HR practices by updating the <b>Human Resources Policy</b>, as attached, to include the following two sentences.</p> <ul style="list-style-type: none"> <li>• Staff who leave the organization will be offered the opportunity to do an exit interview with a member of the human resources committee (of the staff person's choice).</li> <li>• Staff may also contact the human resources committee at any time if they have a concern that they want the committee or the national executive council to know about.</li> </ul> <p>Other minor formatting revisions are also included. The revisions do not reflect any concerns about the current situation. The NEC merely wants to make the association's HR practices more robust.</p>	<p>All in favour: 11 Opposed: 0</p>	Apr. 23, 2018

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
48.	<p>MOVED by Gael Spivak  SECONDED by Julia Cochrane</p> <p>THAT the national executive council revise the <b>procedures</b> for the Lee d'Anjou Volunteer of the Year <b>Award</b> and President's Award for Volunteer Service to reflect current technology and association practices. The changes are as follows.</p> <ul style="list-style-type: none"> <li>- Remove the requirement for the address and phone number of the nominators.</li> <li>- Remove "if possible" in this sentence and change "should" to "must": "If possible, the nomination should also include a biographical note for the candidate of no more than 150 words, as well as their address, phone number and email address."</li> <li>- Remove references to a signed letter (nominations can be sent by email).</li> <li>- Remove the reference to featuring these recipients in Active Voice (due to the publication's timing over the past several years).</li> <li>- Add that the nomination submission may be sent to the award recipients.</li> </ul>	<p>All in favour: 12  Opposed: 0</p>	<p>Apr. 23, 2018</p>



	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
49.	<p>MOVED by Gael Spivak SECONDED by Anne Louise Mahoney</p> <p>THAT the <b>Partnership Guidelines</b> be updated to include the following clarification on conference discounts, as found in the attached guidelines.</p> <ul style="list-style-type: none"> <li>- The conference committee must offer the member discount to organizations that Editors Canada has a signed partnership agreement with.</li> <li>- Discounts may be offered to other organizations, including conference discounts to an organization's members in exchange for its marketing the Editors Canada conference.</li> <li>- If the organization's member dues are lower than the conference discount, the discount must be approved by the NEC. This is to prevent people from joining a different organization (instead of Editors Canada) to receive the Editors Canada discount to the conference.</li> </ul>	<p>All in favour: 10 Opposed: 0</p>	Apr. 30, 2018
50.	<p>MOVED by Carolyn Brown SECONDED by Gael Spivak</p> <p>THAT the National Executive accept the Editors Canada <b>budget</b> for 2018.</p>	<p>All in favour: 10 Opposed: 0</p>	Apr. 30, 2018
51.	<p>MOVED by Anne Louise Mahoney SECONDED by Gael Spivak</p> <p>THAT, at the 2018 AGM, the national executive council put forward to association members the nomination of Moira White for honorary <b>life membership</b> in Editors Canada.</p>	<p>All in favour: 5 Opposed: 4 Abstained: 4</p>	May 7, 2018

	<b>Motion</b>	<b>Vote</b>	<b>Date</b>
52.	<p>MOVED by Gael Spivak  SECONDED by Anne Louise Mahoney</p> <p>THAT, at the 2018 AGM, the national executive council put forward to association members the nomination of Heather Ebbs for honorary <b>life membership</b> in Editors Canada.</p>	<p>All in favour: 13  Opposed: 0</p>	<p>May 7, 2018</p>