

YEAR ENDING DEC. 31, 1989 (PRELIM as of Feb. 28/90)

STATEMENT

	1989 BUDGETED	1989 ACTUAL	1989 AMOUNTS VOTED TO BE OVERSPENT
INCOME			
MEMBERSHIPS	\$46,775.00	\$43,060.00	
INTEREST	1,400.00	900.39	
DIRECTORY	3,100.00	4,220.00	
MEMORIAL (FAIRLEY)	900.00	445.00	
SUBTOTAL	<u>\$52,175.00</u>	<u>\$47,878.80</u>	
EXPENSES			
PRESIDENT	\$75.00	\$93.83	\$50.00
VICE PRESIDENT	250.00	154.86	
SECRETARY	1,950.00	2,682.47	1,250.00
TREASURER	150.00	243.19	100.00
ANNIVERSARY	1,500.00	-	
COMMITTEES			
DIRECTORY	13,470.00	15,033.59	1,500.00
INDUSTRY LIAISON	3,065.00	3,063.64	
TECHNOLOGY	90.00	-	
MEMBERSHIP	2,000.00	2,915.46	950.00
PROGRAM	1,830.00	3,512.00	
MEMORIAL (FAIRLEY)	2,000.00	1,134.12	
[SIC]	3,850.00	3,442.76	
REGIONS			
ALBERTA	110.50	-	
BC	2,405.50	2,533.00	
MONTREAL	2,312.00	1,893.00	
NATIONAL CAPITAL	2,431.00	2,516.00	
TORONTO	5,380.50	14.83	
INTERCITY	3,000.00	3,398.29	400.00
SERVICES			
ACCTG/LEGAL	200.00	-	
ADVERTISING	250.00	-	
MAILING LIST	125.00	-	
CLERICAL	3,350.00	2,623.07	
PROFESSIONAL ASSOCIATIONS	1,100.00	1,413.00	350.00
	<u>\$50,894.50</u>	<u>\$46,667.11</u>	
BALANCES OF SEPARATE FUNDS (DEC. 31/89)			
STANDARDS FUND	\$3,186.30		
PUBLICATIONS FUND	\$6,927.10		

ANNUAL GENERAL MEETING
OF THE FREELANCE EDITORS' ASSOCIATION OF CANADA
Held on Saturday 21 April 1990
at Oakham House, 63 Gould Street, Toronto

1. Meeting called to order by Stephen Roney, President,
at 3:10 PM.
2. AGENDA
MOVED (Elizabeth Reid/Martin Ahermaa) that the agenda be
adopted.
Passed, 1 abstention.
3. MINUTES
MOVED (Lee d'Anjou/Anne Norman) that the minutes of the Annual
General Meeting on 15 April 1989 be adopted with one
amendment:
p. 1: Change "Read Upton" to "Reed Upton".
Passed, 1 abstention.

4. OLD BUSINESS

Lydia Burton: Steve reported that Lydia Burton was gravely ill.
In appreciation of Lydia's contribution to FEAC, the membership
passed the following motions:

MOVED (Lee d'Anjou/Steve Roney) that FEAC strike a committee
to establish the Lydia Burton Fund for Professional
Development.
Carried unanimously.

MOVED (Greg Ioannou/Ruth Chernia) that Lydia Burton be
nominated as an Honorary Life Member of FEAC.
Carried unanimously.

Restructuring Committee: Formerly the Perestroika Committee,
this committee has informally renamed itself. Members of the
committee are Greg Ioannou, Nancy Flight, Olive Koyama, Káthe
Roth, Anne Norman, Phillipa Rispin, Sandra LaFortune and Jane
Buckley.

Greg explained that under the present system the national
executive represents two groups, both the Toronto and national
memberships, and that this dual function has caused some
confusion over the last few years. The 1989 Kingston thinktank
focused on this issue and the Restructuring Committee was struck
to consider solutions. The committee, which has met twice, has
come up with a series of recommendations.

The committee suggests that FEAC reduce the size of the
national executive and move to a branch system. To reduce the
number of positions on the national executive, roles would be
combined and the executive would perform a co-ordinating
function. The President's responsibilities would be as described
in the constitution and in the Handbook, and would include
external relations. The Vice President's would be as in the
constitution and Handbook, plus responsibility for membership,
recruitment and outreach (Membership Chair would cease as a

national position). The Secretary's responsibilities would include liaising with BPDC. The Treasurer's responsibilities remain unchanged. The Past President would be responsible for the Handbook and the Fairley Award. The Publications Co-ordinator would have responsibility for the national Directory, promotional brochures and bulk orders of editorial reference works. The Professional Development Co-ordinator would oversee the Standards Committee, Technology Committee, seminars, conferences and national programming. The above and the Chairs of the four current branches (BC, Toronto, NCR and Montreal) would make eleven positions on the national executive. It is planned that the national executive would meet perhaps four times each year, including once at Kingston.

Committees under the national executive can be composed of associate members, which should increase the pool of volunteer helpers. It is proposed that the Nominating Committee be made up of two members from the Toronto branch and one each from the other branches. Previously, the Kingston thinktank was by invitation of the national executive; it is hoped that in the future attendance will approximately reflect the regional distribution of the membership at large.

It is suggested that the branch executives must perform at minimum the functions of Chair, Secretary, Treasurer and Membership/Outreach, and that the Chair and Treasurer must be voting members.

This year an old-style slate will be elected for the national executive and a new branch executive for Toronto. The national executive and four branches will "practise" the new way of working in what is to be a transitional year.

Two comments came from the floor. One member warned that without proper delegation, the executive "co-ordinators" would end up doing all the work. Another member suggested that occasionally members at large from outside the major centres, e.g. PEI or the Okanagan Valley, should be invited to the Kingston thinktank.

Greg reported that the committee expects the travel costs for the meetings of the new-style national executive meetings to be about \$4,000 to \$5,000. The committee suggests that these extra costs be funded by a tithe on seminar profits. Such a system would ensure that some of Toronto's wealth would flow to the impoverished national account. With regard to finances, the Committee also discussed the fact that the Directory does not break even and suggested that future dues increases should be in the Directory fee.

The committee is as yet unable to offer recommendations about how to elect the national executive. Whereas mail-in ballots would allow more members to vote, the constitution permits nominations from the floor and there are democratic difficulties with nominations from the floor vis-à-vis proxies.

The committee has also discussed the idea of having voting membership considered at regional level, then passed to the national executive for approval.

The committee will report to a meeting of the national executive on 22 April. When the committee has completed its consultations, its report will be passed to all regions. The sense of the meeting was that all regions would benefit from the proposed structure in terms of efficiency and a new sense of belonging.

MOVED (Lee d'Anjou/Elizabeth Reid) that the report of the Restructuring Committee be received and that the committee be thanked for its considerable work and thought.

Carried unanimously.

MOVED (Phillipa Rispin/John Ricker) that the following criteria for the establishment of branches be adopted: (1a) that a branch be composed of a minimum of five members, two of whom must be voting members, and (1b) that the branch be willing to establish a branch executive, performing at minimum the functions of Chair, Treasurer, Secretary and Membership/Outreach; (2) that the four current FEAC regional committees be constituted as branches.

Passed, 1 opposed.

MOVED (Jim /Phillipa Rispin) that the establishment of branches must be approved by an Annual General Meeting of FEAC.

Carried unanimously.

MOVED (Riça Night/Anne Norman) that the following four branches be established: National Capital Region, Toronto, British Columbia and Montreal.

Carried unanimously.

Montreal is administratively responsible for Atlantic Canada, and BC, for western Canada.

5. REPORTS, NATIONAL

Anniversary Committee: Wendy Thomas reported that, to celebrate FEAC's tenth anniversary, the Committee had hired Sarah Thring to promote FEAC across the country.

BC anniversary celebration: A party will be held on Thursday 24 May to celebrate the ten years of FEAC national and five years of FEAC BC. Invitations have been sent to about 200 clients.

Year-end reports: Stephen Roney tabled the reports.

MOVED (Brian Grebow/Martin Ahermaa) that the year-end reports be accepted.

Passed, 1 abstention.

Phillipa Rispin apologized for the error in the Montreal report:

"Christine Nelson" should read, "Christine Jacobs". On page 1 the President's name should be spelled "Stephen".

National Treasurer's Report: Asked why the Industry Liaison figure was high, Wendy Thomas responded that this year the brochure "Hiring a Freelance Editor" was printed in a French version and reprinted in the English version. In response to the question, "Why had Toronto spent so little?", Lee d'Anjou answered that the amount budgeted for Toronto is its share as a region but that Toronto had not taken it. It was also pointed out that the Kingston thinktank cost more than was budgeted and that a figure should appear next to "Program" in the "Amounts Voted to be Overspent" column.

MOVED (Barb/Lee d'Anjou) that the National Treasurer's Report be accepted.

Passed, 1 opposed.

Audit Committee Report: Peggy Foy reported that the books have been audited up to *date* and she thanked all those who had done the job: Steve Roney, Lee d'Anjou, Greg Ioannou, Jim Taylor, Jane Affleck and Avivah Wargon. A written report is filed with each book. To apply for government grants FEAC must have professionally audited books.

MOVED (Rica Night/Brian Grebow) that FEAC appoint a committee to find and appoint a professional auditor.

Passed, 1 opposed, 1 abstention.

MOVED (Gilda Mekler/Elizabeth Reid) that Peggy Foy be appointed Chair of the Auditing Committee with the power to consult as necessary.

Passed, 1 abstention.

6. NEW BUSINESS

T-shirts: The sense of the meeting was that Ruth Chernia should bulk order 100% cotton T-shirts and sweatshirts with the FEAC logo. Anyone with ideas about other words or pictures to adorn the shirts was asked to contact Ruth by mid-May. The membership will be asked to choose from submitted ideas via [Sic].

Dues:

MOVED (Barb/Lee d'Anjou) that all membership categories be raised \$10 for the upcoming year and the directory fee by \$10 for the upcoming year.

Passed, 5 opposed, 3 abstentions.

7. NATIONAL ELECTIONS

The following was the official slate of candidates for the national executive:

- | | |
|--------------------------|------------------|
| President | Heather Ebbs |
| Past President | Stephen Roney |
| Vice President | Shaun Oakey |
| Treasurer | Paula Pike |
| Secretary | Elizabeth Driver |
| Professional Development | Greg Ioannou |

National Co-ordinator	Olive Koyama
Industry Liaison	Wendy Thomas
Directory	Eric Mills
Membership	Barb Schon
Publications	John Eerkes
Program	Brian Grebow
Technology	Kathleen Wright
Newsletter	John Ricker
	Kathe Roth

Taking each position in turn, Stephen Roney asked for nominations from the floor three times. Each time there was none. For all positions he declared the nominations closed. For all positions, except that of Newsletter Chair, he declared the nominees elected by acclamation. In the case of Newsletter Chair, for which there were two names on the slate, the following motion was passed:

MOVED (Jim Taylor/Lee d'Anjou) that the vote be taken by secret ballot.
Carried unanimously.

Two associate members, Mary White and Dave Kosub, agreed to act as scrutineers. Each nominee accepted the opportunity to speak about how they would fulfill the job of Newsletter Chair. The votes were collected and counted by the scrutineers, and the name of the new Newsletter Chair, John Ricker, announced.

Heather Ebbs gave her acceptance speech as the new President in which she pointed out restructuring as the major action of the coming year.

8. TORONTO TREASURER'S REPORT

Toronto has not drawn its share of income from membership fees for 1988 and 1989 and the amount of \$5,380.50 remains in the national account as an interest-free loan to national.

MOVED (Olive Koyama/Brian Grebow) that the Toronto Treasurer's Report be accepted.
Passed, 2 opposed, 2 abstentions.

9. TORONTO ELECTIONS

Stephen Roney announced the following official slate for the new Toronto executive:

Chair	Ruth Chernia
Treasurer	Manny Blatt
Secretary	Lalita Eswaran
Outreach/Membership	Dennis Mills

For each position, Stephen asked for nominations from the floor three times and each time there was none. He declared each nominee elected by acclamation.

MOVED (Elizabeth Reid/Rica Night) that the Nominating Committee be thanked.
Passed, 3 abstentions by the members of the Committee.

10. ANNOUNCEMENTS

The outgoing Technology Committee will meet on Monday 23 April at the Korona Restaurant in the Bloor/Bathurst area at 6 PM.

After the work exchange:

11. VOTE OF THANKS

MOVED (Barb Czarnecki/Elizabeth Reid) that the continuing and outgoing members of the executive be thanked.

Passed, 3 abstentions.

12. NEXT MEETING

The next national executive meeting will be held on Sunday 22 April at the Berthold Type Centre, 260 King St. E., at 1 PM. The next Toronto general meeting will be held on Monday 28 May at the United Steelworkers' Hall at 8:00 PM.

13. ADJOURNMENT

MOVED (Brian Grebow/Nuzhat Amin) that the meeting be adjourned.

Carried unanimously at 5:45 PM.

Stephen Roney, President

Elizabeth Driver, Secretary

FEAC Toronto Fiscal 1989 Cash Flow
1/ 1/89 Through 16/ 4/90

FTOR891-All Accounts
/ 4/90

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Category Description	1/ 1/89- 16/ 4/90
INCOME/EXPENSE	
INCOME	
1988 surplus-Unclassified Income	7,762.52
Interest-Interest from Bank Acct	1,339.60
Memberships-Toronto Membership Fees	5,185.00
Seminars-Fall-Fall Seminar Fees	10,000.00
Seminars-Spring-Spring Seminar Fees	23,408.63
TOTAL INCOME	47,695.75
EXPENSES	
adjustments-exp	-4.74
Clerical-Clerical Service Exp	6,071.21
Legal-Accountin-Legal & Accounting Fees	150.12
Miscellaneous-Miscellaneous Expenses	182.50
Program-Toronto Program Exp	2,337.42
Secretary-Secretary's Expenses	5,413.06
Telephone-Telephone-Toronto Local	339.23
Treasurer-Toronto Treasurer's Exp	49.19
TOTAL EXPENSES	14,537.99
TOTAL INCOME/EXPENSE	33,157.76
TRANSFERS	
TO Receivables	-5,185.00
FROM Cash Account	5,185.00
TOTAL TRANSFERS	0.00
BALANCE FORWARD	
Cash Account	10,000.00
Receivables	5,100.00
TOTAL BALANCE FORWARD	15,100.00
OVERALL TOTAL	48,257.76

FEAC Toronto 1989 Performance to Budget
1/ 1/89 Through 31/12/89

FT02891-All Accounts
16/ 4/90

Category Description	1/ 1/89 Actual	- Budget	31/12/89 Diff
INCOME/EXPENSE			
INCOME			
1988 surplus-Unclassified Income	7,762.52	0.00	7,762.52
Interest-Interest from Bank Acct	1,339.60	350.00	989.60
Memberships-Toronto Membership Fees	5,185.00	5,380.50	-195.50
Sales-Sales Income-All Sources	0.00	0.00	0.00
Seminars-Fall-Fall Seminar Fees	10,000.00	3,900.00	6,100.00
Seminars-Spring-Spring Seminar Fees	23,408.63	3,700.00	19,708.63
TOTAL INCOME	47,695.75	13,330.50	34,365.25
EXPENSES			
Advertising-Advertising-Promotion Exp	0.00	25.00	-25.00
Clerical-Clerical Service Exp	6,071.21	6,150.00	-78.79
Industry Liason-Industry Liason Committee	0.00	460.00	-460.00
Legal-Accountin-Legal & Accounting Fees	150.12	150.00	0.12
Mailing List-Mailing List Expenses	0.00	75.00	-75.00
Miscellaneous-Miscellaneous Expenses	182.50	50.00	132.50
President-President's Expenses	0.00	50.00	-50.00
Prof. Develop.-Prof Dev Committee Exp	0.00	80.00	-80.00
Program-Toronto Program Exp	2,337.42	2,110.00	227.42
Secretary-Secretary's Expenses	5,413.06	3,575.00	1,838.06
Technical-Technical Committee Exp	0.00	60.00	-60.00
Telephone-Telephone-Toronto Local	339.23	420.00	-80.77
Treasurer-Toronto Treasurer's Exp	49.19	75.50	-26.31
Vice President-Vice President's Expenses	0.00	50.00	-50.00
TOTAL EXPENSES	14,542.73	13,330.50	1,212.23
TOTAL INCOME/EXPENSE	33,153.02	0.00	33,153.02

FEAC Toronto Balance Sheet
As of 16/ 4/90

PTOR891-All Accounts
/ 4/90

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Account	16/ 4/90 Balance
ASSETS	
Cash and Bank Accounts	
Cash Account-FEAC Toronto 89 Accts	37,972.76
Total Cash and Bank Accounts	37,972.76
Other Assets	
Receivables-Loans to National	10,285.00
Total Other Assets	10,285.00
TOTAL ASSETS	48,257.76
LIABILITIES	0.00
OVERALL TOTAL	48,257.76