

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

**Annual General Meeting
Minutes**



**EDITORS
RÉVISEURS
CANADA**

June 24, 2023

Zoom

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PRESENT:

NATIONAL EXECUTIVE COUNCIL

Maria Frank	President
Marcia Allyn Luke	Vice-President
Heather Buzila	Past President
Tara Avery	Treasurer
Mina Holië	Secretary

OTHERS

Gael Spivak	Parliamentarian
Michelle Ou	Senior Communications Manager
Lori Perrie	Recording Secretary

About 37 members

1. Land Acknowledgement

Editors Canada respectfully acknowledges that we are on and work on the traditional lands of the Indigenous peoples, Inuit, First Nations and Metis, in what we now call Canada. We honour the ancestry, heritage and gifts of the Indigenous peoples and give thanks to them. We encourage you to learn more about the Indigenous cultures, traditional territories and effects of colonization in your region.

2. Call to Order

Maria Frank called the meeting to order at 1:02 p.m. EDT.

3. Parliamentarian

The Parliamentarian was Gael Spivak. President Maria Frank stated that Gael's role is to advise Maria when questions of procedure arise. Editors Canada uses *Robert's Rules of Order* for the annual general meeting (AGM), along with the Editors Canada *Rules of Order Guide*. The Editors Canada bylaw states that meetings will be conducted according to *Robert's Rules of Order* section 3.09. Various policies, procedures and guidelines may come into play at the AGM.

4. Motion #1: Approval of Agenda

MOVED BY Merel Elsinga

SECONDED BY Suzanne Aubin

that members approve the agenda.

Carried with 97% in favour.

5. Motion #2: Approval of the 2022 Draft AGM Minutes

MOVED BY Julia Cochrane
SECONDED BY Patricia MacDonald

that members approve the 2022 draft annual general meeting minutes.

Carried with 89% in favour.

6. Motion #3: Approval of the 2022 Annual Report

MOVED BY Aerin Caley
SECONDED BY Greg Ioannou

that members approve the 2022 annual report.

Carried with 95% in favour.

Maria apologized for the fact that the annual report and financials were late this year; this was due to some delays with the auditor.

7. Motion #4: Approval of the 2022 Auditor's Report

MOVED BY Sylvie Collin
SECONDED BY Aerin Caley

that members approve the 2022 auditor's report.

Carried with 98% in favour.

8. Financial Report

Treasurer Tara Avery provided a concise overview of the financial report including a breakdown of revenue and expenses. Editors Canada had a modest surplus in the 2022 fiscal year. One other positive aspect was that all branches transitioned to the national bookkeeping system, which helped facilitate a smoother audit process this year.



Highlights of 2022 / Faits saillants de 2022

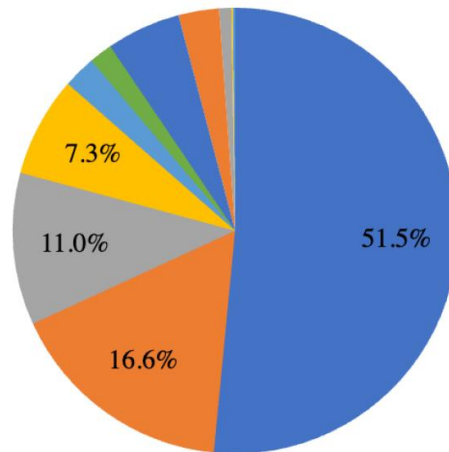
Consolidated Revenue/Expenses / Revenus/dépenses consolidés	2021	2022
Total revenues / Revenus totaux	\$616,543	\$500,315
Total expenses / Dépenses totales	\$491,642	\$453,512
Surplus / Excédent	\$124,901	\$46,803

Membership numbers, webinar sales and conference sales decreased; it appears to be due to inflation concerns. However, the surplus would let us rebuild our reserves as a contingency fund for future planned projects.

Revenue / Produits

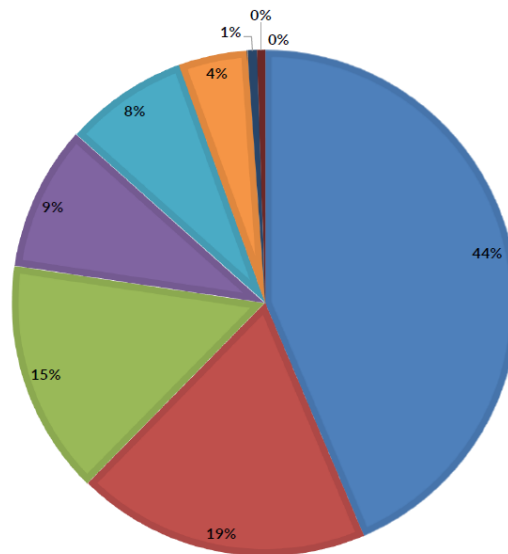
2022 Revenue/Produits

- Membership fees/Droits D'adhesion
- Conference fees /Cachets de congres
- Webinars/Webinaires
- Digital product sales/Vents de produits numerique
- Branch and Twig revenues/Revenus des sections et ramifications
- Government grants/Subventions Gouvernementales
- Publications
- Certification
- Interest and other/Interets et autres
- Donations/Dons
- Awards/Prix



Expenses / Charges

- Staffing / Dotation en personnel
- Professional fees / Honoraires professionnels
- Administration
- Conference / Congrès
- Branch and Twig expenses /Dépenses des sections et ramifications
- Rent / Loyer
- Awards / Prix
- Printing and design / Imprimerie et conception



9. Motion #5: That Members Approve the New Decision Making Policy and Decision Making Procedures

MOVED BY Gael Spivak

SECONDED BY Patricia MacDonald

that members approve the new Decision Making Policy and Decision Making Procedures.

Carried with 90% in favour.

Question from Julia Cochrane: In the procedures, under decisions made by directors, can members change national executive council's or committee's decisions by a vote? Gael answered that, yes, members can change these decisions by a vote.

Comment from Julia Cochrane: In committees, national positions and task forces, it says "mediator" instead of "mediator." This would be a typo.

10. Motion #6: That Members Approve the New Forum Monitor Mandate and Editors Canada Forum Guidelines

MOVED BY Heather Buzila

SECONDED BY Marie-Christine Payette

that members approve the new Forum Monitor Mandate and Editors Canada Forum Guidelines.

Carried with 95% in favour.

11. Motion #7: That Members Approve the *Lignes directrices de révision éthique des travaux étudiants*

MOVED BY Suzanne Aubin (read in both English and French)

SECONDED BY Ren Baron

that members approve the *Lignes directrices de révision éthique des travaux étudiants* / que les membres adoptent les *Lignes directrices de révision éthique des travaux étudiants*.

Carried with 84% in favour.

12. Motion #8: That Members Adopt the Revised *Professional Editorial Standards*

MOVED BY Berna Ozunal (read by Maria Frank on behalf)

SECONDED BY Greg Ioannou

that members adopt the revised *Professional Editorial Standards*.

Carried with 86% in favour.

13. Motions from the Floor

There were no motions from the floor.

14. Motion #9: Appointments and Elections

a. For the 2023 auditor

MOVED BY Sharon Cozens
SECONDED BY Aerin Caley

that members approve the auditor for 2023: Hogg, Shain & Scheck.

Carried with 82% in favour.

b. For the national executive council (NEC)

Past President Heather Buzila thanked the members of the Nominating Committee. The call for nominations was communicated to association members through one stand-alone announcement, in addition to several notices posted in social media and communications from branch and twig leaders. The Nominating Committee members personally contacted more than 28 people for the committee chairs and national positions. Heather also thanked the association members who seriously considered letting their names stand but were unable to do so at this time for various reasons.

All of the current NEC directors, whose terms are ending this year, decided to stay on for another term as follows.



For the national executive council / Pour le Conseil d'administration national

Candidates (for 2 years) / Candidats (pour 2 ans)

- Maria Frank (Editors/**Réviseurs** Edmonton)
- Marcia Allyn Luke (Editors/**Réviseurs** Toronto)
- Błażej Szpakowicz (Editors British Columbia/**Réviseurs Colombie-Britannique**)
- Kaitlin Littlechild (Editors Atlantic/**Réviseurs Atlantique**)
- Arija Berzitis (Editors/**Réviseurs** Toronto)
- Leah Morrigan (Editors/**Réviseurs** Toronto)
- Ruth Pentinga (Editors/**Réviseurs** Ottawa-Gatineau)

In addition, Heather asked for any nominations from the floor to be on the NEC. There were none. As a result, the above candidates are appointed as directors for the next two years.



For the national executive council / Pour le Conseil d'administration national

**Elected at the 2022 AGM for 2 years /
Élus à l'AGA de 2022 pour 2 ans**

- Heather Buzila (Editors/**Réviseurs** Edmonton)
- Ellen Keeble (Editors/**Réviseurs** Toronto)
- Tara Avery (Editors British Columbia/**Réviseurs Colombie-Britannique**)
- Suzanne Aubin (Editors/**Réviseurs** Québec)
- Mina Holie (Editors/**Réviseurs** Calgary)

The current NEC directors above, who were elected at the 2022 AGM for two years, still have one more year, for 2023/2024.

c. For national committee chairs and national positions

Heather said that these were voted on by the NEC at the June NEC meeting. We are still looking for a chair for the Member Services Committee.

- **Awards / Prix** : Joanne Findon (Editors/**Réviseurs** Toronto)
- **Career Builder / PromoCarrière** : Eileen Brettner (Editors/**Réviseurs** Edmonton)
- **Certification** : Saleh Waziruddin (Editors/**Réviseurs** Hamilton-Halton)
- **Agrément / Principes** : vacant
- **Conference / Congrès** : Tara Avery (Editors British Columbia/**Réviseurs Colombie-Britannique**) and / **et** Kyle Hawke (Editors British Columbia/**Réviseurs Colombie-Britannique**)
- **Conference adviser / Conseillère du congrès** : Breanne MacDonald (Editors/**Réviseurs** Hamilton-Halton)
- **The Editors' Weekly / L'Hebdomadaire des réviseurs** : Laura Bontje (Editors/**Réviseurs** Kitchener-Waterloo-Guelph)
- **Equity, diversity and inclusion / Équité, diversité et inclusion** : Amber Riaz (Editors British Columbia/**Réviseurs Colombie-Britannique**)
- **Facebook group moderators / Modératrices du groupe Facebook** : Joanne Haskins (Editors/**Réviseurs** Toronto) and / **et** Lenore Hietkamp (Editors British Columbia/**Réviseurs Colombie-Britannique**)
- **Francophone adviser / Conseiller francophone** : Badou Bousso (Editors/**Réviseurs** Ottawa-Gatineau)

- **Forum monitor / Modératrice du forum** : Josée Marie-Lise Robillard (Editors/Révisseurs Québec)
- **Marketing and communications / Marketing et des communications** : Merel Elsinga (Editors British Columbia/Révisseurs Colombie-Britannique)
- **Mediator / Médiatrice** : Jane Kidner (Editors/Révisseurs Toronto)
- **Member services / Services aux membres** : TBD
- **Mentorship / Mentorat** : Risha Gotlieb (Editors/Révisseurs Toronto)
- **Publications** : Noah Nuttall (Editors/Révisseurs Toronto) and / et Matthew Long (Editors/Révisseurs Toronto)
- **Standards / Normes** : Berna Ozunal (Editors/Révisseurs Toronto) and / et Greg Ioannou (Editors/Révisseurs Toronto)
- **Student relations / Relations avec les étudiants** : Michelle Noble (Editors/Révisseurs Hamilton-Halton)
- **Training and development / Perfectionnement professionnel** : Katherine Morton (Editors/Révisseurs Toronto)
- **Volunteer management / Gestion des bénévoles** : Ren Baron (Editors/Révisseurs Toronto)

d. For Honorary Life Membership Evaluation Committee

Heather shared that these volunteers take three-year terms that rotate so that only two people will leave the committee at one time, and two new people will come on board. These were voted on at the June NEC meeting.

Person	Replace in what year
Nancy Flight (term is done / mandat terminé)	2023
Maureen Nicholson (term is done / mandat terminé)	2023
Lesley Cameron	2024
Jonathan Paterson	2024
Kristine Buchholtz	2025
Anne Louise Mahoney	2025
NEW: Marianne Grier	2026
NEW: Roma Ilnyckyj	2026

15. President's Awards

Gael Spivak (Editors/**Révisseurs** Ottawa-Gatineau)

Sylvie Collin (Editors/**Révisseurs** Québec)

Emily Stewart (Editors/**Révisseurs** Ottawa-Gatineau)

Maureen McGuigan (Editors British Columbia/**Révisseurs Colombie-Britannique**)



**President's Awards / Prix de la présidence
Lee d'Anjou Volunteer of the Year Award /
Prix Lee-d'Anjou - Bénévole de l'année**

Gael Spivak
(Editors/**Révisseurs** Ottawa-Gatineau)

Gael was nominated for her work in creating many policy and procedures documents and establishing many of Editors Canada's partnership agreements, in addition to the many roles she held in committees, task forces, and the NEC.

16. Certification

Editors Canada announced that six editors earned new professional certifications. Since the launch of its landmark professional certification program in 2006, Editors Canada has awarded 308 certifications to 143 professional editors.

This year, Editors Canada recognizes three new certified copy editors, three new certified stylistic editors, and one new certified professional editor.

2023 Certified Copy Editors:

- Beau Brock
- Brock Peters
- Katherine Morton

2023 Certified Stylistic Editors:

- Robin Marwick
- Ashley Rains
- Jodi Di Menna

2023 Certified Professional Editor:

- Ashley Rains

17. Other Business

There was no other business.

18. Adjournment

MOVED BY Greg Ioannou

SECONDED BY Marie-Christine Payette

that the meeting be adjourned.

Carried with 91% in favour.

Appendix A – Meeting Agenda

1. Land Acknowledgement (1:00)
2. Call to Order (1:02)
3. Parliamentarian (1:03)
4. Motion #1: Approval of Agenda (1:04)
5. Motion #2: Approval of the 2022 Draft AGM Minutes (1:06)
6. Motion #3: Approval of the 2022 Annual Report (1:07)
7. Motion #4: Approval of the 2022 Auditor’s Report (1:09)
8. Financial Report (1:11)
9. Motion #5: That Members Approve the New Decision Making Policy and Decision Making Procedures (1:14)
10. Motion #6: That Members Approve the New Forum Monitor Mandate and Editors Canada Forum Guidelines (1:17)
11. Motion #7: That Members Approve the *Lignes directrices de revision éthique des travaux étudiants* (1:19)
12. Motion #8: That Members Adopt the Revised *Professional Editorial Standards* (1:21)
13. Motions from the Floor (1:22)
14. Motion #9: Appointments and Elections (1:23)
 - a. For the 2023 auditor
 - b. For the national executive council (NEC)
 - c. For national committee chairs and national positions
 - d. For Honorary Life Membership Evaluation Committee
15. President’s Awards (1:28)
16. Certification (1:29)
17. Other business (1:30)
18. Adjournment (1:31)