

Editors' Association of Canada

**Association canadienne
des réviseurs**

Annual report 2024

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Land acknowledgment

Editors Canada respectfully acknowledges that we are on and work on the traditional lands of the Indigenous Peoples (Inuit, First Nations, Métis) in what we now call Canada. We honour the ancestry and heritage of the Indigenous Peoples and give thanks to them.

Réviseurs Canada reconnaît respectueusement que le territoire sur lequel nous travaillons et sommes rassemblés fait partie des terres ancestrales des peuples autochtones (Inuits, Premières Nations, Métis) du Canada. Nous honorons les ancêtres et le patrimoine des peuples autochtones et nous les remercions.

About the association

The Editors' Association of Canada (Editors Canada), or Association canadienne des réviseurs (Réviseurs Canada), is a professional organization for editors. The association has about 925 members.

Editors Canada supports professional development through webinars, publications and conferences. Editors Canada promotes and maintains high standards of editing through its Professional Editing Standards (PES) and certification. The association also helps in-house and freelance editors to network and collaborate, and partners with related associations in areas of common concern.

Our core purpose

Editors Canada is a member-driven organization whose core purpose is to support and advance the interests of editors and excellence in editing in Canada.

Our mission

Powered by our community of volunteers, our mission is to uphold the interests of editors at all career stages and working in all sectors and genres, and support excellence in editing through our Professional Editorial Standards, member resources, professional

development and community-building opportunities.

Our members

Our 925 members are salaried and freelance, working with individuals and organizations in the corporate, technical, government, non-profit, academic and publishing sectors across the country and around the world in English and French. Many offer a wealth of editing-related services to their clients and employers.

Governance and planning

Editors Canada is incorporated federally as a not-for-profit bilingual organization under the [2014 Canada Not-for-profit Corporations Act](#) (the Act) and is governed at the national level by a member-elected national executive council (NEC). To comply with the Act, in 2014, Editors Canada updated its [Bylaw No. 1](#), membership structure, and corresponding policies, procedures, rules and regulations.

The national executive council oversees the activities of the national committee chairs, who work directly with staff and member volunteers to help the professional editing community thrive. As part of our transparency to our constituents, our council meeting summaries and our bylaws, policies

and research reports are publicly available along with our most recent annual report.

Members of the NEC are all members of the association and serve on a voluntary basis as trustees for the general membership. Collectively, they direct Editors Canada activities and decide how to spend its money. The council takes its direction from the priorities of the association's membership as expressed in AGM motions, member meetings and various forms of member feedback.

Much of the work of the association is accomplished by volunteer committees. Committee chairs are appointed by the national executive council. Committee chairs and members bring subject-area expertise and enthusiasm to the group.

Editors Canada has national staff members to process membership applications and renewals, respond to enquiries from members and the public, administer national services and provide support to national committees and the national executive council, including for the national conference, certification, finances and marketing.

Editors Canada has four regional branches and seven twigs across the country, providing a range of local programming and services to both members and non-members. Key activities in most local groups include organizing membership meetings, offering training seminars and producing a local newsletter. Each branch is run by its own branch executive, whose members serve on a voluntary basis and are elected to their positions by the broader membership of the branch. Each twig is run by co-coordinators, who are local members elected each year by their twig members.

Most branches are supported by administrators who handle bookkeeping, banking, local member management and

event coordination. Twig administration is similarly handled by the national staff.

Strategic plan

In February 2024, Editors Canada, in consultation with a strategic planning consultant, Patricia Huntsman Culture + Communication, began a project to develop a 2025–2030 strategic plan. Phase one included the design, with consultation from staff and NEC. During the 2024 conference in Vancouver, and through online surveys following the conference, phase two sought membership input. Feedback was synthesized and the following five directions were identified:

- begin to build out pathways toward organizational renewal and sustainability
- create a more welcoming and exciting community for all members
- encourage change and thought leadership in a shifting professional landscape
- attract, retain and grow memberships
- advance advocacy of the profession.

National executive council

President: Kaitlin Littlechild (Atlantic)

Past president: Maria Frank, (Edmonton)

Vice president: Alex Benarzi (Calgary)

Treasurer: Tara Avery (British Columbia)

Secretary: Mina Holie (Calgary) / Heather Buzila (Edmonton)

Director of branches and twigs: Ellen Keeble (Toronto)

Director of marketing and communications: Mina Holie (Calgary)

Director of member recruitment and retention: Suzanne Aubin (Quebec)

Director of professional standards: Arija Berzitis (Toronto)

Director of publications: Elizabeth Horner (Quebec)

Director of training and development:

Błażej Szpakowicz (British Columbia)

Director of volunteer relations: Suzanne

Aubin (Quebec)

Committee and task force chairs**Membership**

Member services: Maylon Gardner (British Columbia)

Volunteer management: Ren Baron (Toronto)

Professional development

Agrément/Principes: Vacant

Career builder: Holly Vestad (Quebec)

Certification steering: Saleh Waziruddin (Hamilton-Halton)

Conference: Tara Average (British Columbia)

Mentorship: Jenn Rossiter (Edmonton)

Standards: Laura Seguin (Edmonton), Greg Ioannou (Toronto)

Student relations: Laura Jones (Edmonton)

Training and development: Katherine Morton (Toronto)

Communications

Marketing and communications: Sarah Higgins (Manitoba)

Publications: Matthew Long (Toronto)

The Editors' Weekly: Laura Bontje (Kitchener-Waterloo-Guelph)

L'hebdomadaire des réviseurs: Gaby Balan (Barrie)

Administrative

External liaison: Heather Buzila (Edmonton)

Human resources: Maria Frank (Edmonton)

Nominations: Heather Buzila (Edmonton)

National staff

Executive director: Natasha Bood

Senior communications manager: Michelle Ou

Training and development manager: Sara Abdul

National volunteer positions

Awards coordinator: Joanne Findon (Toronto)

Conference advisor: Heather Buzila (Edmonton)

Equity, diversity and inclusion: Traci Williams (Quebec)

Facebook group monitors: Lenore Hietkamp (British Columbia), Tara Penner (British Colombia)

Forum monitor: Lauren Sawant (Toronto)

Francophone advisor: Karine Marquis (Quebec), Alexis Paquette-Lacasse (Quebec)

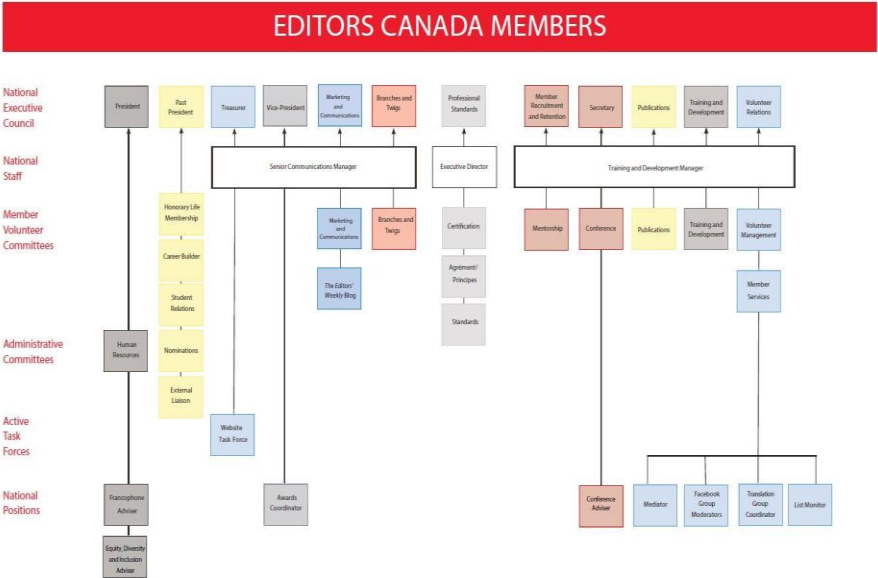
Mediator: Monica Gill (Toronto)

Translation group coordinator: Nancy Foran (Ottawa-Gatineau), Pamela Cisneros (Ottawa-Gatineau)

Annual report coordinators: Alex Benarzi (Calgary), Nancy Foran (Ottawa-Gatineau)

Organizational chart

Organizational chart, updated August 2022



President's message

The theme of the last few years — adaptability — has been the catalyst for where we are now: a period of change and transition. The pandemic showed us that we can find innovative ways to connect and communicate. But as we navigate life post-pandemic, we find ourselves needing to adapt to a world where both digital and in-person connections are desired and valued. While the constantly evolving digital landscape has allowed us to welcome members from coast to coast to coast, members have also expressed a desire to reconnect in person.

A Time for Change

As a member-driven organization, we feel the effects of constantly evolving economic and political landscapes. Over the past year, we have faced challenges with volunteer recruitment, membership numbers and expressions of disconnect from our members. We want to reassure our members that we have heard you. We remain committed to navigating these challenges and making the necessary changes to continue providing members with the resources and benefits they need to thrive. The decision not to hold a conference in 2025 was not an easy one to make, but we realized that in doing so, we could dedicate more time and resources to 2026. The conference will be back, stronger than ever, with renewed energy and vigour going into its planning and execution.

An important area of growth over the past year was in our offerings for our francophone members. With the change of the French-language blog to be an independent entity, we were able to welcome our first francophone managing editor. We also hosted the third congrès des langagiers et langagières, a one-day conference geared specifically to French-speaking editors.

Looking Ahead

We are at a critical and exciting moment in the growth of Editors Canada. With the launch of our new strategic plan, we are entering a period of change. Guided by feedback from our members, we will begin implementation over the coming months and years. Rooted in Editors Canada's values, this plan honours the original vision of the organization while providing a framework for growth and adaptability. With the reinvigoration of our EDI committee, increased offerings for francophone editors and the creation of new and innovative professional development opportunities and resources, we remain committed to serving all our members by building and maintaining the strong connections and support that will see us through this exciting period of change. It is an honour to be a part of an organization that holds such deep value for its members and commits itself to supporting their growth and professional development. I believe that 2025 will be characterized by change and transition and, while the process is not always easy, I am confident that we will navigate it with integrity and grace.

Kaitlin Littlechild, President

Executive director's report

2024 was a busy and bustling year for Editors Canada!

Our friendly team of Michelle Ou (senior manager of communications) and Sara Abdul (training and development manager) were working hard to enhance our offerings to members.

Throughout 2024, I worked with a group of the national executive council toward our new strategic plan. We conducted extensive online and in-person consultations with members and volunteers from across the country. We were additionally able to offer a special consultation in French for our French-speaking members. This has been the most in-depth consultation we have ever been able to do on a strategic plan at Editors Canada. It is exciting to see the results of this collaborative effort in the draft plan, which will move us forward as we evolve and strengthen our offerings for members.

We continued to work on the revitalization of our Editors Canada website in 2024. Michelle Ou led the staff side of our efforts on the new website, working with our website task force and adeptly managing our contractors, leading to a successful launch of the new site in early 2024. Some bumps along the way were to be expected in a project this large, and we continue to fine-tune the website. Thank you to Michelle for your ongoing support and focus on this complex project!

In June, 2024, Sara Abdul and I traveled to Vancouver for our conference. It was such a pleasure to participate in sessions and to network with many of our amazing members from across the country, many of whom I had met online, but never in person. It was a fantastic event, well attended, with much

learning and fun! Huge thanks to Sara Abdul, and conference chairs, Tara Avery and Kyle Hawke, for working so hard behind the scenes with our entire conference committee to put on such an excellent event for us all in beautiful Vancouver.

Thank you to all our dedicated volunteers on the national executive council and committees, and especially our past president Maria Frank and president Kaitlin Littlechild for your endless dedication, support, and hard work. And a very special thank you to our fantastic staff team and contractors for all of their hard work this past year.

2024 National Office Staff

Michelle Ou, senior manager of communications

Michelle is responsible for communications and marketing for internal and external audiences, as well as web-related projects. She makes sure that our members stay informed about our initiatives, and she produces our monthly e-news update and coordinates communications for our committees and the NEC. Michelle also manages our awards and scholarship programs.

Sara Abdul, training and development manager

Sara helps the conference committee plan the annual conference and coordinates with conference partners and vendors on behalf of the association. She also supports the training and development committee by administering the webinar program.

Natasha Bood, Executive Director

Committee and task force reports

All committees are run by volunteers, who are essential for all services that Editors Canada offers. While each committee has its own mandate and focus, committees are interconnected, all working together to provide the best opportunities for members.

Membership

Editors Canada serves its members by striving to achieve the following objectives, which are important to all editors:

- creating a forum for editors to share their experiences and exchange relevant information and news
- helping editors find work that provides equitable compensation and good working relations
- providing professional development opportunities for editors
- promoting and maintaining high standards of editing and publishing/communications in Canada
- publicizing the importance of editing and enhancing the image of the editing profession¹

Membership is an excellent way to enhance professional skills and knowledge, and a great source of invaluable connections in the editing world.

Member services

In 2024, Q1 and Q2 saw the creation and release of a survey, polling members about their reason for joining Editors Canada, what they like and what they would like to change in the organisation. A successful transition to a new chair, Maylon, occurred in July and August. Q3 continued the work of reviewing the members' welcome kit, with the first review completed.

The year ended with a focus on connecting with other committee chairs to improve member experience. Q4 also saw the

creation of a Discord server, with a launch planned for early 2025. The following year will also see the completion of the welcome kit. Work is ongoing to help bridge member needs and service providers within the organization to ensure all members have access to Editors Canada's services. In conjunction with other committees, 2025 will include efforts to increase job opportunities and programming.

Professional development

Career builder

After many years of preparation, the committee is happy to announce that we have submitted a proposal to the NEC for the career development hub, an aggregate subsite for members that collects, curates and organizes both internal and external material useful for editors at various career stages and in various industries. Our other significant initiative was to focus on improving the national job board. Phase one of this initiative, completed in 2024, involved conducting a member survey, compiling the responses, and brainstorming pathways forward.

In 2025, we hope to make significant progress on the career development hub. We see this as a promising added value to membership, and we look forward to collaborating with other committees as we plan how to make the hub as comprehensive and useful as possible. We are also initiating phase two of our job board initiative, in which we will send

¹

announcements to relevant organizations (writing guilds, bookstores, academic departments), reminding them of the many benefits of posting work to the job board and encouraging them to promote Editors Canada's online directory of editors (ODE).

Certification

In 2024, the certification steering committee administered sixteen copy and ten stylistic editing certification candidates. This year also saw ongoing editing essentials exams. The committee organized a promotional webinar on certification: we had ninety participants.

In the coming year, we plan to mark 2024 exams and offer proofreading and structural editing exams, as well as continue editing essentials exams and offer further webinars. We hope to replace the prep guides for exams, updating them to align with the 2024 Professional Editorial Standards.

Conference

In 2024, the conference committee successfully brought Editors 24, Present Progressive: Passion, Precision and Purpose to Vancouver, BC. The three days of the conference were packed with programming promoting the pleasure, pride and personal connections afforded by our profession. Also, the letter P was used alliteratively. A lot.

Although there will be no in-person conference in 2025, the committee has passed the baton to Editors Atlantic, who will host a conference in Halifax, Nova Scotia, in 2026.

Mentorship

Sara Abdul kept the committee running in the absence of stable leadership. She organized documents in the shared drive and created

planning documents to help with future transitions. The committee was not running at full capacity throughout the year, and so there are few outputs to highlight.

We have secured a new committee chair who is currently onboarding to the role. We will re-engage with committee volunteers and promote the mentorship program to grow our mentor and mentee database through our social media posts and newsletter contributions. Our goal is to recruit new volunteers as necessary, establish processes, organize records management, schedule regular team meetings and discuss potential events and outreach to expand the program.

Standards

In 2024, the Professional Editorial Standards (PES) 2024 was completed, published, and released. The updated standards includes guidance concerning accessibility and the use of conscious language as part of the fundamentals of editing, as well as clarifications and updates to the four editing strands.

We are recruiting new members and hosting an Editors' Vine meeting to gather member feedback on the standards. We are continuing work on a glossary for PES. Our hope is to complete the glossary in 2025 and have an interim edition of PES published in 2025 or 2026. In the interest of accessibility, we are also working to coordinate publication of other versions (Microsoft Word and ebook) of PES.

Student relations

In 2024, we hosted four student socials, ran a summer grammar camp in the Facebook group, worked on maintaining engagement in the Facebook group through regular posting, contributed to the Editors Canada LinkedIn page and drafted a new version of a

presentation for post-secondary outreach. We also helped update the list of post-secondary programs related to editing on the Editors Canada website, and we created a list of post-secondary contacts for these programs for when we begin post-secondary outreach.

We are working on finalizing the post-secondary outreach presentation, as well as translating it and recording it, and we hope to be able to start sharing it in 2025. We are running a new conversation series in the Facebook group and will continue to foster engagement with students there. We are continuing to run student socials and hope to run four total again in 2025. We will be looking into other projects once the post-secondary outreach presentation is complete.

Training and development

In 2024, after soliciting and evaluating dozens of proposals, we offered thirty-three English webinars and four French webinars on topics such as the new PES, plain language, book coaching, manuscript evaluation, comic book lettering and artificial intelligence. We also offered webinars on the business of editing including digital marketing, websites, work-life balance, and authentic selling. We had some trouble with webinar registrations at the beginning of the year, due to the new website issues. We continued to recruit and train new volunteers, and we collaborated with other committees, such as marketing and communications, standards and certification to increase marketing, offer a webinar on the new PES and offer a free webinar on preparing for certification exams, respectively. We collaborated with the Canada Revenue Agency (CRA) to offer a free webinar on taxes for freelance editors. We continued to cross-promote with SFU. We held a Black Friday webinar recording sale, and we continued to offer webinar discounts

to increase sales (e.g., early bird and bulk discount sales).

In addition to many of the things we accomplished in 2024, such as soliciting and evaluating proposals to offer several diverse, interesting and useful webinars, we plan to hold a couple of panel presentation webinars, a free webinar from the CRA on taxes for editors with corporations, a free webinar from Revenu Québec on taxes for editors in Québec and a free webinar in collaboration with the certification committee on upcoming exams. We will continue to try to recruit French-speaking volunteers, collaborate with SFU for cross-promotion, hold webinar sales (e.g., Black Friday, early bird, bulk discount) and collaborate with other committees, such as marketing and communications to increase marketing, and thus sales.

Communications

Marketing and communications

In 2024, we helped promote the *Edit Like a Pro: Structural Editing* booklet, helped compile evergreen posts for our social media accounts, began a project to build a visual metaphor campaign, welcomed some new volunteers to the fold and bid farewell to a few longtime volunteers. We continued the good work of promoting the association and the profession through social media, the website, the blogs, our ambassador program and elsewhere.

In 2025, we plan to help with the migration of the Editors Canada account from X over to Bluesky. We plan to complete the “La révision vue par...” project (the French counterpart to the “Meet an Editor” video campaign). We also plan to complete the visual metaphor campaign.

Publications

We coordinated the publication in April 2024 of Professional Editorial Standards (PES) 2024. We completed the design and proofreading, and gathered final approvals for *Edit Like a Pro (ELAP): Structural Editing*, leading to a December 2024 publication. We launched the *Edit Like a Pro: Copy Editing* project, establishing a subcommittee, determining the project goals and scope and recruiting certified professional editors to write exercises. We were able to get five exercises in development and ready for testing. We also recruited a volunteer for the equity, diversity and inclusion (EDI) handbook to review and improve the work-in-progress document.

We are continuing work on *Edit Like a Pro: Copy Editing*, with the goal of having it completed by the end of the year. We also want to complete the writing and review process for the equity, diversity and inclusion handbook so that it can be published in 2025. We will establish a process to ensure that the EDI handbook is a living document that receives updates on a regular cycle. We also want to update the existing *Edit Like a Pro: Proofreading* volume to align with PES 2024, and we're reviewing a name change recommendation for ELAP.

The Editors' Weekly

The Editors' Weekly published more than 40 posts in 2024, representing insights from 36 thoughtful contributors with a wide range of editorial specialties. As of February, 2025, the top-performing post from 2024, "Free (or Cheap) Tools for Freelance Editors: Part 1" (by Holly Vestad and Alex Benarzi), was the 35th most read English post of all time on the blog.

While engagement via comments and email subscribers decreased from 2023 to 2024, general readership continued to grow, with

views (34,828) and visitors (21,243) seeing meaningful increases over the previous year.

In 2025, The Editors' Weekly team looks forward to sharing posts about editing and DEI, new-to-the-blog editorial niches and more. We are also embracing opportunities to build reciprocity with other Editors Canada groups, following on the success of a 2024 post written in collaboration with the BoldFace (Editors Toronto) and West Coast Editor (Editors British Columbia) blogs.

National volunteer positions

Equity, diversity and inclusion (EDI)

In 2023, the equity advisor proposed the conversion of the advisor role to that of a chair of an EDI committee. The proposal was accepted, and an EDI committee established. A mandate for the committee was drafted and approved.

The EDI committee met once via Zoom call, and it was agreed that committee business would be conducted via email correspondence.

A committee member volunteers as an Editors Canada representative on EDI matters related to academic editing for the Academic Chapter (joint with EFA). The EDI chair discussed whether Editors Canada's Land Acknowledgement could be updated to more fully reflect Indigenous voices and concerns. The recommendation of the EDI committee was that an Indigenous expert be hired to take on this important task.

Facebook group

Editors Canada Members Only Private Group: 350 members
Editors/Révisseurs Canada — 4,600 followers.

With a smaller, yet more active, membership in the private group, the Facebook group has been a reliable space to ask questions about the industry or address concerns about editing or Editors Canada. The group is maintained by our dedicated moderators: Lenore Hietkamp, Tara Penner, and Joanne Haskins.

The group aims to continue to be a space for cordial communication and member engagement in 2025.

Forum monitor

In July 2023, we launched the Editors Canada Forum. As a Google Group, the new forum allows subscribers to participate in courteous and respectful discussion by email, a web interface, or both. The Editors Canada Forum is a great way to reach all subscribers via a single email address. Subscribers can also read archived posts via the web interface.

The forum continues to be a space for members to ask advice about niche topics and connect with editors in their fields.

Translation and editing group

The dedicated members and student affiliates who volunteer with the translation and editing group translate essential communications, often adapting them for francophones. Our goal has always been to provide communications to our francophone members that are not only in French but targeted to and meaningful for them.

This year has been one of transition for the group. A new volunteer was recruited to assist with project coordination, since Nancy Foran, the longtime group coordinator, has decided to step down. The group was very pleased to welcome Pamela Cisneros in the role of co-coordinator. Pamela's assistance has been greatly appreciated.

Efforts by Marie-Christine Payette and Suzanne Aubin also led to the recruitment of several new volunteer translators. The group would like to extend a special thank you to these two dedicated volunteers.

Lastly, the group saw longtime volunteer translator Sophie Pallotta step down. Sophie was an invaluable asset to the group from its inception and translated many key documents over the years. Thank you, Sophie.

As the group looks ahead, we hope to continue translating and adapting communication so all members are recognized and valued within the association.

Local groups: branches and twigs

Editors British Columbia

Editors British Columbia played a pivotal role in presenting the last in-person conference. We're particularly proud that attendees left excited, enthusiastic and engaged. After significant turnover, the current executive is exploring ways to grow our membership. We are working to form new partnerships within the community to meet the needs of our members. We've expanded the Blue Pencil sessions with local libraries and continue to work closely with the Federation of British Columbia Writers.

Editors Ottawa-Gatineau

Editors Ottawa-Gatineau continued to host programming sessions and speaker nights for its membership as well as English and French language seminars. The branch offers professional development and group training opportunities for members and plans to continue to expand offerings in 2025.

Editors Québec

We've renewed the team, launched webinars on AI and created a new dynamic within the branch.

We're continuing the efforts we began in 2024 to raise the association's profile, better serve our members and recruit new ones.

Editors Toronto

Our holiday dinner, organized by our community liaison, was a huge success with a high turnout considering that it was an in-person event. This shows that members are interested in in-person socials, and we will keep this in mind for future branch events. We have updated our style guide — led by Keith Goddard (editor-in-chief from the

previous season) and Natalia Iwanek (previously assistant, and currently co-editor-in-chief of BoldFace). Natalia has also added a section on an inclusive style guide. The branch blog, BoldFace, continues to publish articles frequently and has high readership.

Our programs chair, Mary Kehoe, consulted a heritage interpreter and incorporated comments from the Editors Toronto executive committee to create a land acknowledgement for Editors Toronto. The land acknowledgement is read during our monthly programs.

We continue to have monthly programs which seem to have interest from individuals within Toronto and outside the city as well. In 2025, we hope to see a greater presence of the branch in the community: we are working toward recruiting a vice-chair, a position that had been in place before the pandemic. We hope that the vice-chair will recruit volunteers, so that the branch can participate in more in-person events, such as literary festivals.

We are also working on a volunteer call for copyeditors for BoldFace.

We are planning for our in-person year-end event.

We are creating new documents for best practices, outlining each role to facilitate the transition for incoming executive volunteers in the next season.

Editors Atlantic

In 2024, Editors Atlantic continued to engage its membership through newsletters, virtual events and workshops. Editors Atlantic is looking forward to hosting the next Editors Canada conference in Halifax.

Editors Barrie

In 2024, we continued to offer mentorship to incoming members, attaching each new editor to a member of the executive for first contact and to offer a friendly face. We continued to offer support and guidance for members on editor–client relations. We grew our relationship with the Painswick Public Library’s NaNoWriMo events. We organized a short story contest in the fall. In 2025, we hope to improve our professional development opportunities for our members.

Editors Calgary

Editors Calgary continued to send a monthly Twig Talk newsletter and grew our subscribers by 23%. We continued with book club, now in its third year, launched YYC webinar club, created branded materials for Editors Calgary to market during events such as When Words Collide, hosted several in-person social events, hosted monthly virtual events, ranging from formal (e.g., “shop talk” professional development) to informal (e.g., “coffee & convo”).

In 2025, we plan to continue offering a variety of monthly in-person and virtual events. Based on results from a January 2025 member survey, we are looking to include more advanced professional development. For new initiatives, we’ve launched a weekly virtual co-working corner to facilitate productivity and accountability, and we are working on launching a lending library. We intend to staff a table again at When Words Collide this summer and perhaps at other events related to writing and editing.

Editors Hamilton-Halton

In 2024, plans were put in place that include monthly meetings that alternate between in-person settings and virtual settings. We increased our social media presence: the

twig now has LinkedIn and Instagram accounts in addition to Facebook. Plans were put in place to form a partnership with the Hamilton Public Library, to put in place a blue pencil program. Volunteer members will be matched with local writers to provide brief editorial feedback on a sample of their writing.

In 2025, we will continue to engage members via email newsletter and social media. We hope to plan speakers and guided discussions at our virtual meetings.

Editors Kingston

Editors Kingston is a small Editors Canada group that organizes events for editors and people with an interest in editing in the Kingston area. In early 2024, we hosted a presentation by Louise Harnby on editing dialogue of prejudiced characters.

In 2025, we want to revisit how we approach our meetings to better serve our members, with the hopes of improving our attendance numbers.

Editors Kitchener-Waterloo-Guelph

In 2024, we hosted a table at Eden Mills Writers' Festival. We maintained regular attendance at social and professional development meetings. Next year, we hope to expand professional development offerings for our members.

Editors Manitoba

Editors Manitoba continued to encourage members to discuss editing topics and concerns with other members through virtual sessions. Editors Manitoba is looking forward to hosting the launch of the second edition of *Elements of Indigenous Style* in early 2025.

Awards

Editors take pride in their work. Editors Canada is proud to offer over \$8,000 in awards and scholarships as recognition for editing talent and dedication. The cash awards are made possible by Editors Canada and its generous donors. Honorary life membership is awarded to those who have made exceptional contributions to the association.

The following awards are presented each year at the annual Editors Canada conference banquet:

Tom Fairley Award for Editorial Excellence
Claudette Upton Scholarship
Karen Virag Award
Equity Fellowship
President's Award for Volunteer Service, including the Lee d'Anjou Volunteer of the Year Award

It is often said that editing is an invisible art. However, that doesn't mean great editors should hide in the shadows.

So many editors deserve our recognition — editors who dedicate countless hours to refining written communication so that the meaning is clear and effective. These are editors who work on all types of projects, from website content, advertisements and reports to magazines, books and software documentation. When it comes to editing, the variety of material is limitless.

Tom Fairley Award for Editorial Excellence

Established in 1983, the Tom Fairley Award recognizes the editor's often invisible contribution to written communication. The cash prize of \$2,000 is awarded for an editor's outstanding contribution to a work published in Canada, in English or French,

during the previous calendar year. Two finalists also receive a cash award of \$500. Any type of written project — such as a book, magazine, government or corporate report or software manual — is eligible, as is any type of editorial work.

Editors Canada presented the 2024 Tom Fairley Award for Editorial Excellence to Paula Ayer, from Vancouver, British Columbia, for her work on *Pitfall: The Race to Mine the World's Most Vulnerable Places* by Christopher Pollon (published by Greystone Books, 2023). The 2024 award recognizes an editor for her tremendous support for the author, from the proposal stage in 2020 to publication in 2023.

The selection committee for the 2024 Tom Fairley Award highlighted Ayer's dedication to fact-checking, not simply for correctness but to make *Pitfall* libel-proof. Ayer skillfully and compassionately provided the author with reassurance, support, and exceptional editing amid stressful and changing considerations.

The other editors shortlisted for their editorial excellence were Margo LaPierre from Ottawa, Ontario and Claire Lubell, from Montreal, Québec.

We would like to thank the judges of the 2024 Tom Fairley award: Dania Sheldon, Erin Seatter and Fazeela Jiwa.

Claudette Upton Scholarship

An annual national scholarship was established in 2010 to honour the late Claudette Reed Upton-Keeley, a gifted editor and honorary lifetime member of Editors Canada. The award recognizes a promising student editor from among our membership. The winner is encouraged to use the \$1,000 scholarship to help support their continuing professional development in editing.

Editors Canada awarded the 2024 Claudette Upton Scholarship to Helena Ramsaroop, from Oakville, Ontario. Ramsaroop came to editing following her MA in biological anthropology. Originally intending to pursue a PhD, she instead focused on her passion for writing and research, opting to take an “Introduction to Editing” course at SFU, precipitating a career shift.

“I loved that course and it felt like the right choice for me, so I kept taking courses with the intention of completing the certificate. Each course I took solidified my desire to be an editor and strengthened my interest in editing,” she said.

“After years of feeling lost, I finally found a new career that felt like the perfect fit. I completed the final course [in April 2024], and I’m happy to say that editing still feels right for me and I’m excited to begin my career.”

The selection panel for the 2024 Claudette Upton Scholarship commended Ramsaroop for her thoughtful, articulate reflection on the value of empathy within editing, discussing the need to fully explore the author’s intentions while also thinking critically about the impact of language, nuance and bias on readers.

We thank the selection panel for the 2024 Claudette Upton Scholarship: Georgia Atkin, Zofia Laubitz and Patricia MacDonald.

Karen Virag Award

This annual award was created in 2016, in memory of long-time association member Karen Virag, and Karen’s many contributions to the profession.

The award recognizes the efforts of an editor or an organization to raise the profile of editing in their community. Its intent is to

reflect Karen’s own work to raise the profile of editing.

There was no recipient of the Karen Virag Award in 2024. We look forward to its continuation in 2025.

Equity Fellowship

The Equity Fellowship is presented annually by Editors Canada. It is designed to support editors who have traditionally been excluded by the publishing and editing industries, including editors who are BIPOC (Black, Indigenous and people of colour), 2SLGBTQIA+, neurodivergent and disabled.

The Equity Fellowship provides the following to up to three successful applicants each year:

- registration for the annual conference or the congrès des langagiers et langagières (in French only) of Editors Canada
- three Editors Canada webinars
- one copy of the book *Editing Canadian English* (and *Editorial Niches*)
- one copy of the ebook *From Contact to Contract*
- one copy of each of the four Certification Test Preparation Guides
- membership in Editors Canada for one year
- a listing in the Editors Canada Online Directory of Editors for one year.

President’s Award for Volunteer Service

The President’s Award for Volunteer Service recognizes outstanding service to the organization, at the branch or national level, by member volunteers. Candidates for the award may have served Editors Canada by

- conscientiously performing volunteer activities over an extended period
- taking the initiative to identify and solve a critical problem or meet a specific need within the organization
- organizing or directing an activity that has a tremendous impact on the association
- inspiring others to participate more fully within the association.

There was no recipient of the President's Award in 2024. We look forward to its continuation in 2025.

Lee d'Anjou Volunteer of the Year Award

From among the nominations received for the President's Award, one volunteer is selected to receive the Lee d'Anjou Volunteer of the Year Award. The recipient of the 2024 award is Berna Ozunal, from Ottawa–Gatineau. As an Editors Canada volunteer, Ozunal has been active in numerous ways at the local and national levels, including recording Editors Toronto meetings, speed mentoring people at conferences and marking certification exams. She wholeheartedly supports Editors Canada's mission of advancing the profession of editing, which she believes brings immense value to content. Ozunal is a certified professional editor and has been teaching in the Editorial Skills Program at George Brown College.

2024 volunteers

A note on volunteering

The long list of names included in the volunteers section of this report shows how much Editors Canada relies on the active involvement of its members. This year, like every other year, dozens of people served on national committees and the NEC, and hundreds of others took on specific tasks.

Volunteers are essential for our association to function well. If you currently volunteer for Editors Canada or have done so in the past, we thank you.

If you have never volunteered, please consider doing so. Volunteering lets you give back to your association while developing

skills you can use in your career. It's also an excellent way to network with other editors and make new friends.

There are opportunities to volunteer at the national and local levels. Many tasks can be done from home, so where you live isn't a limiting factor. To find the right project for you, contact your local branch or twig, or send an email to the director of volunteer relations (Director_Volunteers@editors.ca).

In addition to the members of the NEC and the committee chairs, listed at the beginning of this report, many members volunteered their time and talents to help further the goals of national, branch and twig initiatives.

We apologize to anyone whose name has been inadvertently omitted from this list.

National volunteers

Annual general meeting

Gael Spivak

Equity, diversity, and inclusion committee

Traci Williams

Facebook

Lenore Hietkamp
Tara Penner

Forum monitor

Lauren Sawant

Francophone advisors

Karine Marquis
Alexis Paquette-Lacasse

Mediator

Monica Gill

Nominating committee

Heather Buzila

Recording secretary: NEC meetings

Lori Perrie
Mina Hollië

Translation & editing group

Suzanne Aubin
Sheila Benoit
Pamela Cisneros
Corinne Duquette
Nancy Foran
Michèle Lemieux-Madison
Aeron Manabo
Sophie Pallotta
Marie-Christine Payette
Grazuela Ramassamy

Awards

Joanne Findon

Tom Fairley Award

judges Dania Sheldon
Erin Seatter
Fazeela Jiwa

Claudette Upton Georgia
Atkin
Zofia Laubitz
Patricia MacDonald

Membership

Honorary life membership evaluation

Kristine Buchholtz
Lesley Cameron
Marianne Grier
Roma Ilnyckyj
Anne Louise Mahoney
Jonathan Paterson

Member services

Maylon Gardner
Barb Kelly
Badou Bousso
Alex Elcombe

Professional development

Career builder committee

Holly Vestad
Yuxuan Francis Liu
Alex Benarzi
Emilie Streich
Natalie Ward

Certification

Karen Crouse
Sarah Robbins
Kirnjeet Singh-Budhdeo
Celine Dewez
Alex Benarzi
Neetha Raman

Conference

Maylon Gardner
Suzanne Bowness
Ceileigh Mangalam
Cindi Jackson
Cath Ennis
Ren Baron
Margaret Gobie
Anyta Kyriakou

Megan Harris
Janis Cleugh
Emeralde O'Donnell
Maureen McGuigan
Amanda Clarke
Raya Morrison
Kyle Hawke
Tara Avery
Heather Buzila
AJ Gordon
Marie-Christine Payette

Mentorship

Jenn Rossiter
Carolyn Brown
AmberLynn Nott
Amit Sandhu
Fiona Pearson
Heather Heagney
Jasper Segec

Standards

Greg Ioannou
Berna Ozunal
Rachel Keir
Thiviya Manoharan
Matthew Long

Student relations

Shannon Languay Kimberly
Lemaire Catherine Felx
Ameera Ahmad
Nikolai-Andre Alexander
Maria Eydman
Maggie McDonnell

Training and development

Susan Blagg
Greg Ioannou
Penelope Kerr
Martha McCarney
Katherine Morton
Blazej Szpakowicz
Shannon Languay
Lily Omid

Kayleen Plumb
Aimee Rae
Carol Wells
Penelope Kerr

Communications

Marketing and communications

Sarah Higgins
Susan Bowness
Stephanie Wilson
Uzoma Uponi
Pamela Ciserno
Hélène Côté
Laura Bontje
Catherine Felx
Michèle Lemieux
Cynthia Stringer
Susan Chambers
Lucy Payette
Gabrielle Balan

Publications

Matt Long
Anthony Nijssen
Dawn Cooper
Nikolai-Andre Alexander
Aakanksha Gupta
Ameera Ahmad
Susan Hayman
Dana Sorensen

The Editors' Weekly

Laura Bontje
Emily Lam
Kay Pettigrew

2024 Donors

Berna Ozunal
Alex Djedovic
Susan Bond
Isobel Stevenson
Shelley Egan
Grace Cho
Frances Peck
Nathan Christie
Georgina Montgomery
John McAllister
Jenn Tonna
Editing Program, Simon Fraser University, Continuing Studies

EDITORS' ASSOCIATION OF CANADA / ASSOCIATION CANADIENNE DES RÉVISEURS

Consolidated Financial Statements

December 31, 2024

Draft for discussion purposes only

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INDEPENDENT AUDITOR'S REPORT

To the Members of Editors' Association of Canada / Association canadienne des réviseurs

Opinion

We have audited the consolidated financial statements of Editors' Association of Canada / Association canadienne des réviseurs ("Editors"), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, changes in net assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of Editors as at December 31, 2024, and the consolidated results of its operations and its consolidated cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of Editors in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing Editors' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Editors or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Editors' financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

(continues)

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Editors' internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Editors' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Editors to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Toronto, Ontario

Authorized to practise public accounting by the
Chartered Professional Accountants of Ontario

EDITORS' ASSOCIATION OF CANADA / ASSOCIATION CANADIENNE DES RÉVISEURS

Consolidated Statement of Financial Position

As at December 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash (Note 3)	\$ 218,042	\$ 338,770
Guaranteed investment certificates - current (Note 5)	33,483	27,026
Accounts receivable	5,494	4,147
Prepaid expenses and other assets	25,319	38,466
	282,338	408,409
INTANGIBLE ASSETS (Note 4)	32,152	34,725
GUARANTEED INVESTMENT CERTIFICATES (Note 5)	26,088	34,603
	\$ 340,578	\$ 477,737
LIABILITIES		
CURRENT		
Government remittances payable	\$ 5,157	\$ 1,343
Canada Emergency Business Account loan	-	60,000
Accounts payable and accrued liabilities	35,489	18,354
Deferred revenues (Note 6)	20,130	19,116
Awards and scholarship funds (Note 7)	5,608	5,608
	66,384	104,421
NET ASSETS		
UNRESTRICTED	89,938	188,397
INTERNALLY RESTRICTED FOR THE BRANCHES	144,082	141,817
INTERNALLY RESTRICTED FOR THE TWIGS	40,174	43,102
	274,194	373,316
	\$ 340,578	\$ 477,737

COMMITMENTS (Note 8)

APPROVED ON BEHALF OF THE BOARD

_____ Director

_____ Director

See the accompanying notes to these financial statements

EDITORS' ASSOCIATION OF CANADA / ASSOCIATION CANADIENNE DES RÉVISEURS

Consolidated Statement of Operations

Year Ended December 31, 2024

	2024	2023
REVENUES		
Membership fees	\$ 231,511	\$ 252,143
Conference fees	69,037	49,168
Webinars	57,752	65,117
Digital product sales	32,406	36,148
Publications	24,689	24,580
Branch and Twig	13,746	14,129
Certification	13,588	12,815
Grants	7,500	-
Interest and other	2,747	2,422
Donations	1,656	764
Awards (Note 7)	325	650
Government grants	-	4,726
	<u>454,957</u>	<u>462,662</u>
EXPENSES		
Staffing	255,492	237,818
Administration	99,929	92,786
Professional fees	77,267	65,110
Conference	56,266	40,257
Branch and Twig	31,524	27,897
Printing and design	21,231	6,521
Rent (Note 8)	6,115	26,269
Awards (Note 7)	4,000	3,400
Travel and other event	2,255	2,071
	<u>554,079</u>	<u>502,129</u>
DEFICIENCY OF REVENUES OVER EXPENSES	<u>\$ (99,122)</u>	<u>\$ (39,467)</u>

See the accompanying notes to these financial statements

EDITORS' ASSOCIATION OF CANADA / ASSOCIATION CANADIENNE DES RÉVISEURS

Consolidated Statement of Changes in Net Assets

Year Ended December 31, 2024

	Unrestricted	Internally Restricted for the Branches	Internally Restricted for the Twigs	2024	2023
NET ASSETS - BEGINNING OF YEAR	\$ 188,397	\$ 141,817	\$ 43,102	\$ 373,316	\$ 412,783
Excess (deficiency) of revenues over expenses	(98,459)	2,265	(2,928)	(99,122)	(39,467)
NET ASSETS - END OF YEAR	\$ 89,938	\$ 144,082	\$ 40,174	\$ 274,194	\$ 373,316

Draft for discussion purposes only

See the accompanying notes to these financial statements

EDITORS' ASSOCIATION OF CANADA / ASSOCIATION CANADIENNE DES RÉVISEURS

Consolidated Statement of Cash Flows

Year Ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Deficiency of revenues over expenses	\$ (99,122)	\$ (39,467)
Item not affecting cash:		
Amortization of intangible assets	<u>3,573</u>	<u>-</u>
	<u>(95,549)</u>	<u>(39,467)</u>
 Changes in non-cash working capital:		
Accounts receivable	(1,347)	(215)
Prepaid expenses and other assets	13,147	(4,876)
Government remittances payable	3,814	(709)
Accounts payable and accrued liabilities	17,135	792
Deferred revenues	1,014	1,435
Awards and scholarship funds	<u>-</u>	<u>(400)</u>
	<u>33,763</u>	<u>(3,973)</u>
 Cash flows used by operating activities	<u>(61,786)</u>	<u>(43,440)</u>
INVESTING ACTIVITIES		
Proceeds from (purchase of) guaranteed investment certificates (net)	2,058	(2,370)
Purchase of intangible assets	<u>(1,000)</u>	<u>(34,725)</u>
 Cash flows from (used by) investing activities	<u>1,058</u>	<u>(37,095)</u>
FINANCING ACTIVITY		
Repayment of Canada Emergency Business Account loan	<u>(60,000)</u>	<u>-</u>
 DECREASE IN CASH	<u>(120,728)</u>	<u>(80,535)</u>
 CASH - BEGINNING OF YEAR	<u>338,770</u>	<u>419,305</u>
 CASH - END OF YEAR	<u>\$ 218,042</u>	<u>\$ 338,770</u>

See the accompanying notes to these financial statements

1. NATURE AND PURPOSE OF THE ORGANIZATION

Editors' Association of Canada/Association canadienne des réviseurs ("Editors") was incorporated without share capital as a not-for-profit organization under the Canada Corporations Act in March 1982, and was continued under the Canada Not-for-Profit Corporations Act effective August 22, 2014.

Editors represents editors in Canada who work in many forms of print as well as in other media. Editors promotes professional editing, as key in producing effective communication. At year-end, approximately 1,014 (2023 - 1,030) members work with individuals in the corporate, technical, government, not-for-profit and publishing sectors. Editors sponsors professional development seminars, promotes and maintains high standards of editing and publishing in Canada, establishes guidelines to help editors secure fair pay and good working conditions, helps both in-house and freelance editors to network, and cooperates with other publishing associations in areas of common concern.

Editors is governed at the national level by an executive council. There are four regional branches and eight regional twigs across the country providing a range of local programming and services to both members and non-members.

As a not-for-profit organization, Editors is exempt from income taxes under subsection 149(1)(f) of the Income Tax Act (Canada).

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

These consolidated financial statements are the representation of management. They have been prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook and include the following significant accounting policies.

Basis of consolidation

The consolidated financial statements include the accounts of Editors, four regional branches (British Columbia, Ottawa-Gatineau, Quebec and Toronto) and eight regional twigs (Barrie, Calgary, Edmonton, Hamilton-Halton, Kingston, Kitchener-Waterloo-Guelph, Manitoba and Atlantic). All inter-branch and inter-twig transactions have been eliminated upon consolidation.

Revenue recognition

Editors follows the deferral method of accounting for contributions, which includes donations and government grants. Unrestricted contributions are recognized as revenues when received or receivable, provided that contributions receivable can be reasonably estimated and collection is reasonably assured. Restricted contributions are recognized as revenues in the year in which the related activities are carried out and expenses incurred.

Membership, conference, webinars and certification, interest and other, awards and branches and twigs are recognized as revenues in the fiscal year to which they relate.

Revenues from digital product and publication sales are recognized upon completion of performance, provided the amount of revenue is reasonably determinable and collectible.

(continues)

Notes to Consolidated Financial Statements

Year Ended December 31, 2024

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)Restricted net assets

Net assets, which are internally restricted for use of the four regional branches (British Columbia, Ottawa-Gatineau, Quebec and Toronto), are for expenses relating to meetings, events and services for members in those branches.

Net assets, which are internally restricted for use of the eight regional twigs (Barrie, Calgary, Edmonton, Hamilton-Halton, Kingston, Kitchener-Waterloo-Guelph, Manitoba and Atlantic), are for expenses relating to meetings, events and services for members in those twigs.

Financial instruments

Editors initially measures its financial assets and financial liabilities at fair value. It subsequently measures all its financial assets and financial liabilities at amortized cost.

The financial assets subsequently measured at amortized cost include cash, guaranteed investment certificates and accounts receivable. The financial liabilities measured at amortized cost include accounts payable.

Impairment of financial instruments

Financial assets measured at cost or amortized cost are tested for impairment if there are indications of possible impairment. The impairment loss is measured as the difference between the carrying value and what is expected to be recovered. A previously recognized impairment loss may be reversed to the extent of the improvement, either directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal, had the impairment loss not been recognized previously. The amount of any write down or reversal is recognized in excess of revenues over expenses.

Intangible assets

The Organization's website was developed internally and initially recognized in the balance sheet if they meet the recognition criteria. Subsequent to initial recognition, the website is being amortized on a straight-line basis over its estimated useful life of five years.

Contributed services

Volunteers contribute time to assist Editors in carrying out its programs. Contributed services are not recognized in the financial statements.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant estimates incorporated into Editors' financial statements include year-end accruals, the collectability of accounts receivable and useful life of intangible assets. These estimates are reviewed periodically and adjustments are made to excess of revenues over expenses as appropriate in the year they become known.

3. CASH

	2024	2023
National office	\$ 119,309	\$ 245,642
Branches	98,733	93,128
	<u>\$ 218,042</u>	<u>\$ 338,770</u>

Notes to Consolidated Financial Statements

Year Ended December 31, 2024

4. INTANGIBLE ASSETS

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Website	\$ 35,725	\$ 3,573	\$ 32,152	\$ 34,725

Amortization of \$3,573 (2023 - \$nil) is included in professional fees and printing and design expenses.

5. FINANCIAL INSTRUMENTS

Guaranteed investment certificates at December 31, 2024 are \$59,571 (2023 - \$61,629), bear interest at rates ranging from 0.25% to 5.10% (2023 - 0.25% to 5.10%) and have maturity dates ranging from February 20, 2025 to December 14, 2028 (2023 - February 4, 2024 to December 14, 2028).

It is management's opinion that Editors is not exposed to significant credit, liquidity, currency, interest rate, market, or other price risks arising from its financial instruments.

6. DEFERRED REVENUES

Deferred revenues at December 31 consist of the following:

	2024	2023
Membership revenues for the subsequent fiscal year	\$ 18,450	\$ 17,036
Online directory of editors	1,680	2,080
	<u>\$ 20,130</u>	<u>\$ 19,116</u>

The continuity of deferred revenues for the year is as follows:

Balance, beginning of year	\$ 19,116	\$ 17,681
Add: amounts received during the year	391,720	404,011
Less: amounts recognized as revenue in the year	<u>(390,706)</u>	<u>(402,576)</u>
Balance, end of year	<u>\$ 20,130</u>	<u>\$ 19,116</u>

7. AWARDS AND SCHOLARSHIP FUNDS**Fairley Award**

The Tom Fairley Award for Editorial Excellence was established in 1983 and is presented annually. Editors received contributions of \$9,500 in 2002 from various sources to be used to recognize excellence in editing.

For the current year, a total annual prize of \$3,000 (2023 - \$2,000) was awarded; \$3,000 was paid from operations.

(continues)

7. AWARDS AND SCHOLARSHIP FUNDS (continued)**Claudette Upton Scholarship**

Established in 2009, the award is named after the Editors' honorary life member, Claudette Reed Upton-Keeley, a gifted editor who loved the English language and was actively involved in social justice and environmental causes throughout her life.

This is a \$1,000 scholarship to help support continuing professional development in editing and is to be funded by specific contributions from members. The winner is encouraged to use the prize to attend Editors' national conference, purchase its publications or attend its workshops.

For the current year, a \$1,000 (2023 - \$1,000) scholarship was awarded; \$675 (2023 - \$750) was paid from operations and the remaining \$325 (2023 - \$250) was from a contribution received during the year.

Karen Virag Award

Established in 2014 in memory of long time member Karen Virag, this award acknowledges an individual or organization's successful efforts to raise the profile of editing in the community.

Editors did not present the Karen Virag Award in 2024 due to a lack of suitable nominations.

The continuity of this award fund is as follows:

	2024	2023
Balance, beginning of year	\$ 5,608	\$ 6,008
Less: Annual award	-	(400)
Balance, end of year	\$ 5,608	\$ 5,608

8. COMMITMENTS

Editors leases storage premise under a month to month lease. Its previous office premise lease expired in January 2024 and was not renewed.