



EDITORS
RÉVISEURS
CANADA

Q2 Reports

Directors

June 9, 2024

National Executive Council Meeting

Zoom

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National Executive Council (NEC) Directors

President – Maria Frank

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Human Resources Committee
 - Francophone Adviser
 - Equity, Diversity and Inclusion (EDI)
 - Volunteer Management Committee
 - Member Services Committee

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - Chaired monthly NEC meetings
 - Invited branches and twigs to attend NEC meetings
 - Supported directors as needed
 - Prepared monthly e-news updates
 - Began preparing for role changeover by CC'ing the vice-president on president's tasks
 - Conducted executive director's yearly review
 - Prepared materials for the President's Awards
 - Began preparing for the AGM
 - Engaged in strategic-planning meetings

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - Finish preparing materials for the AGM
 - Present at the AGM

- Ensure the vice-president is well-prepared and confident to take on the role of president starting in July
 - Support directors as needed
- 4. State priorities for the next quarter (your priorities as director, not your committees' or region's priorities / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
- None at this time
- 5. Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
-

Vice-President – Marcia Allyn Luke

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Awards Coordinator

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - Prepared the draft annual report for 2023
 - Helped awards with judges and communications

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - Meeting with the dictionary group regularly and helping whenever possible

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Finalize the annual report

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 - N/A

Past President – Heather Buzila

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Career Builder Committee
 - Student Relations Committee
 - Nominating Committee

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - Supported the president and NEC as needed
 - Supported my committees as needed
 - With the help of the Nominating Committee, successfully recruited to fill most vacant committee and national positions for the 2024/2025 year
 - Worked on the new Editors Canada strategic plan as part of the working group and the NEC

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - Continue working on the new Editors Canada strategic plan even when my term on the NEC ends at the end of June

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Support the president as she transitions into the past president role
 - Be available as a support as needed

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**

Thank you to all the members of the NEC for their work and support over the last few years!
I'll miss getting to see you all at monthly meetings.

Treasurer – Tara Avery

1. List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)
 - Conference Committee
 - Executive Director for financials

2. Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre
 -

3. Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités
 -

4. State priorities for the next quarter (your priorities as director, not your committees' or region's priorities / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)
 -

5. Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)
 -

Secretary – Mina Holie

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Recording Secretary

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - Liaised with other directors and the National Office for various activities
 - Facilitated going through the list of Action Items during the meeting and updated it accordingly afterward for the subsequent meeting discussion
 - Tracked motions, prepared online polls, managed the online voting system, and kept a list of motions/voting results up to date
 - Solicited quarterly reports from the NEC directors, committees/taskforces, branches/twigs to compile/edit them for finalization and have them ready prior to the quarterly meeting
 - Prepared a quarterly requests summary prior to the quarterly meeting
 - Provided support to the recording secretary as needed, while working together
 - Compiled all required items in the meeting minutes for finalization and proofread before being posted on the Editors Canada website
 - Added documents to each meeting folder on Editors Canada NEC's shared drive for directors' review prior to the meeting
 - Liaised with the Senior Communications Manager to prepare required items for the AGM

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - Support other directors as needed
 - Participate in the NEC discussion

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Finish off the meeting minutes of April through June 2024
 - Continue to track and organize motions while managing the online voting system
 - Update the list of Action Items
 - Prepare for the upcoming term's role changeovers

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 - None

Director of Branches and Twigs - Ellen Keeble

1. List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)
 - Branches and twigs

2. Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre
 -

3. Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités
 -

4. State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)
 -

5. Your own requests or questions for the national executive council (not your committees' requests, which are in their reports) / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)
 -

Director of Marketing and Communications – Ruth Pentinga

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Marketing and Communications (MarCom) Committee
 - The Editors' Weekly

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - NEC approval of a new free ambassador presentation workshop series
 - Interesting and helpful blog posts including topics such as, An Introduction to Proofreading Comics, Editing Swear Words, article on PES, The Art of Academic Editing, etc.
 - Trying to find and engage a managing editor for the French blog – not having any success as of yet

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 -

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 -

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports) / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 -

Director of Member Recruitment and Retention – Suzanne Aubin

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Mentorship Committee
 - Quebec Insurance Task Force

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - I need to rethink how the mentorship program operates, experiencing difficulty in communicating with the committee chair.

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - In VolunteerConnect, update the linguistic requirements to open possibilities for volunteers.

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Study the strategic plan draft.

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports) / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 - None at this time.

Director of Professional Standards – Arija Berzitis

- 1. List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Standards Committee
 - Certification Steering Committee (CSC)
 - Academic Editing Special Interest Group (SIG)
- 2. Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - The revised Professional Editorial Standards (PES) is ready for publication.
 - The CSC has lost a number of new volunteers.
 - A comparative document for release on demand (that shows differences between PES 2016 and PES 2024) has been prepared for use in exam preparation for November's exams. As well, the Publications Committee is asking for access to this comparison document for publication.
- 3. Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - Solicit committee members/volunteers if possible.
 - Because Berna is stepping down as cochair of the Standards Committee in June, the new cochair, a student affiliate, is being mentored by Greg Laonnou. Greg is staying on as cochair.
 - I am also acting as Exam Shepherd for the Stylistic Exam to be given in November as no one else has stepped forward. I have never done this before, and it is going to be a challenge.
- 4. State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Promote new Standards (both Berna and Greg, committee cochairs, are delivering webinars on the new Standards).

- Also, a webinar will be given at the Editors Canada conference in Vancouver by the BC branch.
- 5. Your own requests or questions for the national executive council (not your committees' requests, which are in their reports / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
- None at this time.

Director of Publications – Kaitlin Littlechild

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Publications Committee

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - The proofreader for ELAP Structural is no longer able to commit to the work. The committee searched for a team of proofreaders to get the work back on track.
 - Professional Editorial Standards were published.
 - Work started on ELAP Copyediting.

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - All ongoing activities will be handed over to the incoming Director of Publications.

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - Assisting the new Director of Publications understand their role and the current in-progress projects.

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports) / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 -

Director of Training and Development – Błażej Szpakowicz

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Training and Development (T&D) Committee

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 - Supported committee and webinar program as necessary.
 - The committee has started work on the 2024–2025 webinar season. The deadline for suggested changes/additions to the call for proposals and the list of potential instructors is June 9; the call for proposals will come out shortly after that, and the committee will meet to decide on the program in late July or early August.
 - We've completed preparations for the free webinar on certification, coming on July 4.

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
 - N/A

4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
 - My main priority is to assist with the planning for the 2024-25 webinar season, as noted above.

5. **Your own requests or questions for the national executive council (not your committees' requests, which are in their reports) / Demandes ou questions pour le conseil d'administration national (pas celles de vos comités, car elles sont dans leurs rapports)**
 - N/A

Director of Volunteer Relations - Leah Morrigan

1. **List the groups or individuals that report through you (committee, subcommittees, taskforces, national positions, branches, twigs) / Énumérez les groupes ou les individus qui se rapportent à vous (comité, sous-comité, groupe de travail, postes au niveau national, section ou ramification)**
 - Volunteer Management Committee
 - Member Services Committee

2. **Note successes, accomplishments, and challenges from the past quarter / Notez les succès, les réalisations et les défis du dernier trimestre**
 -

3. **Status update on any activities you, as director, want to accomplish, outside of supporting your committee(s) / Mise à jour des activités que vous, à titre de directeur ou directrice, voulez accomplir en dehors du soutien que vous offrez à vos comités**
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4. **State priorities for the next quarter (your priorities as director, not your committees' or region's priorities) / Priorités pour le prochain trimestre (vos priorités à titre de directeur ou directrice et non pas les priorités de vos comités ou régions)**
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 -