

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

**Annual General Meeting
Minutes**



**EDITORS
RÉVISEURS
CANADA**

June 27, 2024

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 30 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 6:32 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 Aerin Caley

SECONDED BY Alex Benarzi

that members approve the agenda.

Carried with 97% in favour.

5. Motion #2: Approval of the 2023 Draft AGM Minutes

MOVED BY Aerin Caley
SECONDED BY Sylvie Collin

that members approve the 2023 draft annual general meeting minutes.

Carried with 93% in favour.

6. Motion #3: Approval of the 2023 Annual Report

MOVED BY Michelle Waitzman
SECONDED BY Sharon Cozens

that members approve the 2023 annual report.

Carried with 92% in favour.

7. Motion #4: Approval of the 2023 Auditor's Report

MOVED BY Suzanne Aubin
SECONDED BY Greg Ioannou

that members approve the 2023 auditor's report.

Carried with 81% in favour.

8. Financial Report

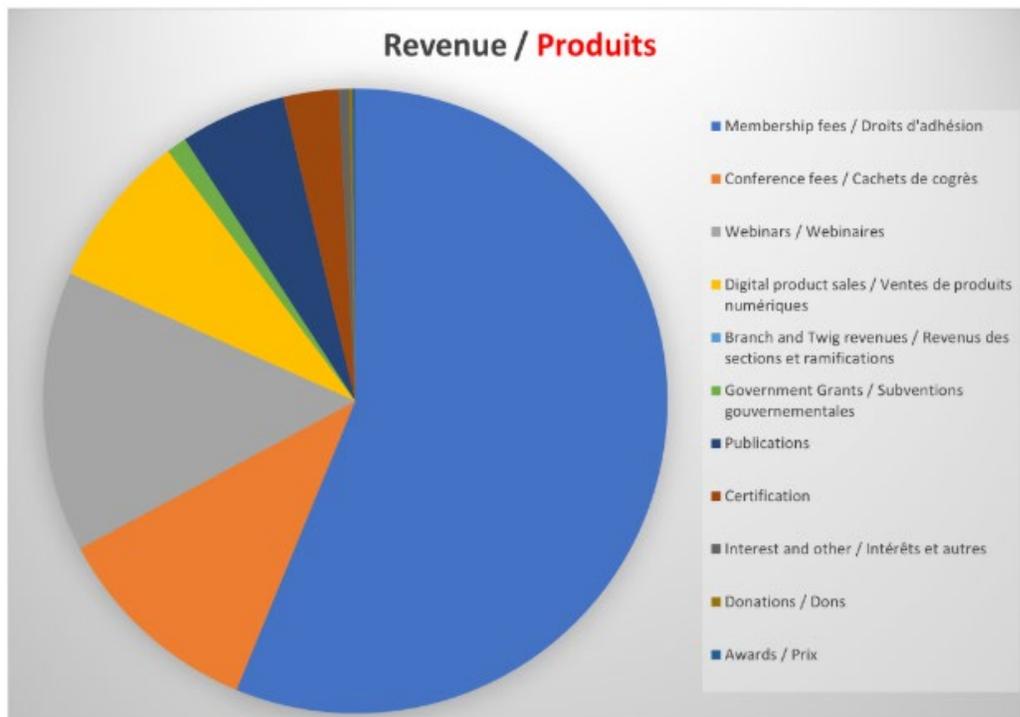
Treasurer Tara Avery provided a concise overview of the financial report including a breakdown of revenue and expenses. Membership numbers, certification revenue and conference sales decreased; this appears to be due to inflation concerns. Administration costs went up because Editors Canada has new member benefits and a newly built website. Webinar program revenue exceeded expectations by nearly \$10,000.

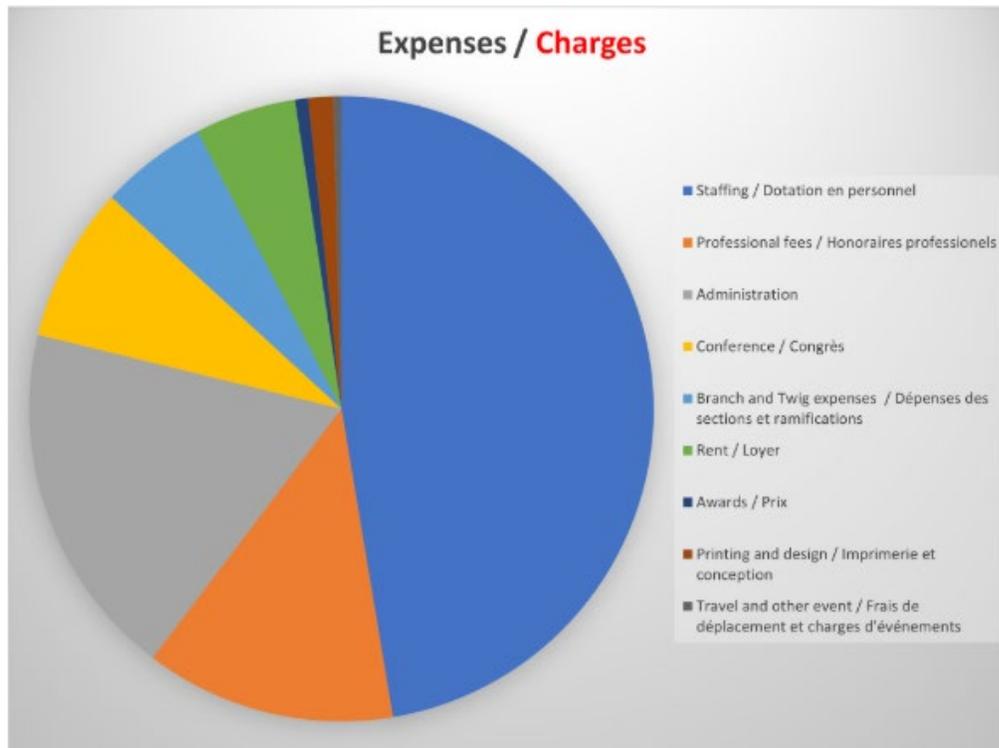
Editors Canada had a deficit in 2023 of almost \$40,000. The difference is in the year-over-year conference revenue; if the 2023 conference had performed similarly to the 2022 conference, the budget would have been balanced. Because the 2022 conference was online, more people were able to attend, which accounts for the higher conference revenue. Also, in 2024, we will no longer have to pay to rent an office, so that will no longer be an expense.



Highlights of 2023 / Faits saillants de 2023

Consolidated Revenue/Expenses / Revenus/dépenses consolidés	2022	2023
Total revenues / Revenus totaux	\$500,315	\$462,662
Total expenses / Dépenses totales	\$453,512	\$502,129
Surplus (Deficit) / Excédent	\$46,803	\$(39,467)





9. Motion #5: That members approve the updates to the Guidelines for Ethical Editing of Student Texts to align them with the updated *Professional Editorial Standards 2024*

MOVED BY Gael Spivak
 SECONDED BY Suzanne Aubin

that members approve the updates to the English Guidelines for Ethical Editing of Student Texts to align them with the updated *Professional Editorial Standards 2024*

Carried with 90% in favour.

Question in the chat from Karen Crosby: Is there an intention to update the Editors Canada Editing Essentials test to follow the 2024 PES as well?

Maria says she will bring that question to the director of standards and the Certification Steering Committee.

10. Motions from the Floor

There were no motions from the floor.

11. Motion #6: Appointments and Elections

a. For the 2024 auditor

MOVED BY Greg Ioannou
SECONDED BY Aerin Caley

that members approve the auditor for 2024: Hogg, Shain & Scheck.

Carried with 95% 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 on social media. The Nominating Committee members personally contacted more than 60 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.

Heather thanked the outgoing members of the NEC for the time, dedication and hard work that they gave to Editors Canada and its members.



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

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

- Ellen Keeble (Editors/Réviseurs Toronto)
- Tara Avery (Editors British Columbia/Réviseurs Colombie-Britannique)
- Suzanne Aubin (Editors/Réviseurs Québec)
- Mina Holië (Editors/Réviseurs Calgary)
- Lori Perrie (Editors/Réviseurs Hamilton-Halton)
- Alex Benarzi (Editors/Réviseurs Calgary)
- Ali Cayetano (Editors British Columbia/Réviseurs Colombie-Britannique)

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 2023 AGM for 2 years /

Élus à l'AGA de 2023 pour 2 ans

- Maria Frank (Editors/**Révisseurs** Edmonton)
- Błażej Szpakowicz (Editors British Columbia/**Révisseurs Colombie-Britannique**)
- Kaitlin Littlechild (Editors Atlantic/**Révisseurs Atlantique**)
- Arija Berzitis (Editors/**Révisseurs** Toronto)

The current NEC directors above, who were elected at the 2023 AGM for two years, still have one more year, for 2024/2025.

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 co-moderator of the Members'-Only Facebook Group.

- **Awards / Prix** : Joanne Findon (Editors/**Révisseurs** Toronto)
- **Career Builder / PromoCarrière** : Holly Vestad (Editors/**Révisseurs** Québec)
- **Certification** : Saleh Waziruddin (Editors/**Révisseurs** Hamilton-Halton)
- **Agrément / Principes** : vacant
- **Conference / Congrès** : vacant
- **Conference adviser / Conseillère du congrès** : Heather Buzila (Editors/**Révisseurs** Edmonton)
- **The Editors' Weekly / L'Hebdomadaire des réviseurs** : Laura Bontje (Editors/**Révisseurs** Kitchener-Waterloo-Guelph)
- **Equity, diversity and inclusion / Équité, diversité et inclusion** : Traci Williams (Editors/**Révisseurs** Québec)
- **Facebook group moderators / Modératrices du groupe Facebook** : Joanne Haskins (Editors/**Révisseurs** Toronto) and / **et** vacant

- **Francophone adviser / Conseiller francophone** : Karine Marquis (Editors/Révisseurs Québec) and / et Alexis Paquette-Lacasse (Editors/Révisseurs Québec)
- **Forum monitor / Modératrice du forum** : Lauren Sawant (Editors/Révisseurs Toronto)
- **Marketing and communications / Marketing et des communications** : Sarah Higgins (Editors /Révisseurs Manitoba)
- **Mediator / Médiatrice** : Monica Gill
- **Member services / Services aux membres** : Maylon Gardner (Editors British Columbia/Révisseurs Colombie-Britannique)
- **Mentorship / Mentorat** : Risha Gotlieb (Editors/Révisseurs Toronto)
- **Publications** : Matthew Long (Editors/Révisseurs Toronto)
- **Standards / Normes** : Laura Seguin (Editors/Révisseurs Edmonton) and / et Greg Ioannou (Editors/Révisseurs Toronto)
- **Student relations / Relations avec les étudiants** : Laura Jones (Editors/Révisseurs Edmonton)
- **Training and development / Perfectionnement professionnel** : Katherine Morton (Editors/Révisseurs Toronto)
- **Volunteer management / Gestion des bénévoles** : Ren Baron (Editors/Révisseurs Toronto)

d. For the 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 / Personne	Replace in what year / Année de remplacement
Lesley Cameron (term is done / mandat terminé)	2024
Jonathan Paterson (term is done / mandat terminé)	2024
Kristine Buchholtz	2025
Anne Louise Mahoney	2025
Marianne Grier	2026
Roma Ilnyckyj	2026
New / personne ajoutée : Heather Buzila	2027
New / personne ajoutée : Taran Woloschuk	2027

12. Lee d'Anjou Volunteer of the Year Award



Lee d'Anjou Volunteer of the Year Award / Prix Lee-d'Anjou - Bénévole de l'année

Berna Ozunal
(Editors/Révisseurs Ottawa-Gatineau)

Berna Ozunal began her editing career in Toronto as a legal research editor in the late 1990s. Over the next two decades, she worked for a variety of agencies and organizations. In the last five years, she has been working for non-profits in Ottawa, where she currently lives. She is a Certified Professional Editor, and she has been teaching in the Editorial Skills Program at George Brown College Continuing Education since 2016. Berna holds an honours degree in philosophy and communication studies and certificates in plain language and graphic design. As an Editors Canada volunteer, Berna has been active in numerous ways at the local and national levels—a few examples include 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. She also believes in lifelong learning—and volunteering is a part of that. Outside of editing, Berna loves spending time with friends, being out in nature, and browsing in bookshops. / *A la fin des années 1990, Berna Ozunal entreprend sa carrière en révision à Toronto en tant qu'attachée de recherche juridique. Au cours des deux décennies qui suivent, toutes sortes d'organismes ont fait appel à ses services. Depuis les cinq dernières années, elle travaille pour des organismes à but non lucratif à Ottawa, où elle habite actuellement. Elle a obtenu le titre de Certified Professional Editor et enseigne au programme sur les compétences en révision linguistique au service de formation continue, au Collège George Brown, depuis 2016. Berna est titulaire d'un baccalauréat spécialisé en philosophie et communications en plus de certificats en langage clair et en infographie. En tant que bénévole pour Révisseurs Canada, Berna a joué un rôle actif de plusieurs façons à l'échelle locale et nationale, notamment en rédigeant les comptes rendus des réunions de Révisseurs Toronto, en agissant comme mentore aux séances de mentorat éclair aux congrès et en corrigeant les examens du programme Editors Canada certification. Elle appuie sans réserve la mission de Révisseurs Canada consistant à faire avancer la révision professionnelle, laquelle, à son avis, ajoute une immense valeur au contenu. Elle croit également à la formation continue, dont le bénévolat fait partie. En dehors de la révision, Berna aime passer du temps avec des amis, se retrouver dans la nature et bouquiner dans les librairies.*

Berna thanked Maria for letting her say a few words. She congratulated the recipients of the other Editors Canada awards. She said she is grateful to her nominators and to everyone who contributed to the Professional Editorial Standards (PES) over that last four years. She also thanked the people who came before the current Standards Committee, as the committee built off the 2016 PES. She invited others to join the Standards Committee, saying the committee can benefit from new perspectives and that being on the committee is a great experience.

Maria reminded people that the call for nominations for the President's Awards will go out in early spring 2025.

13. Certification

Editors Canada announced that seven editors earned new professional certifications. Since the launch of its landmark professional certification program in 2006, Editors Canada has awarded over 300 certifications to professional editors.

This year, Editors Canada recognizes four new certified structural editors, four new certified proofreaders and one new certified professional editor.

2024 Certified Structural Editors:

- AJ Hanson
- Cory Hare
- Shauna McNally
- Brock Peters

2024 Certified Proofreaders:

- Cecilia Ki
- Robin Marwick
- Brock Peters
- Michelle White

2024 Certified Professional Editor:

- Robin Marwick

14. Other Business

There was no other business.

15. Adjournment

MOVED BY Greg Ioannou
SECONDED BY Suzanne Aubin

that the meeting be adjourned.

Carried with 93% in favour.

Appendix A – Meeting Agenda

1. Land acknowledgment (1:16)
2. Call to order (1:47)
3. Parliamentary (1:58)
4. Approval of agenda (3:55)
5. Approval of 2023 draft annual general meeting (AGM) minutes (5:48)
6. Approval of the 2023 annual report (7:38)
7. Financial report (9:20)
8. Approval of the 2023 auditors' report (included in the 2023 annual report, as required by law) (9:28)
9. Substantive motion submitted by a member: That members approve the updates to the English Guidelines for Ethical Editing of Student Texts to align them with the updated *Professional Editorial Standards 2024*. (14:50)
10. Motions from the floor (18:31)
11. Appointments and elections (19:13)
12. Lee d'Anjou Volunteer of the Year Award (24:34)
13. Recognition of newly certified members (29:20)
14. Other business (30:01)
15. Adjournment (31:04)