

Editors' Association of Canada
Association canadienne des réviseurs

National Executive Council
Meeting Minutes



EDITORS
RÉVISEURS
CANADA

October 5, 2025

Zoom

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PRESENT:

NATIONAL EXECUTIVE COUNCIL (NEC)

Kaitlin Littlechild	President
Alex Benarzi	Vice-President
Heather Buzila	Past President and Secretary
vacant	Director, Branches and Twigs
vacant	Director, Marketing and Communications
El Horner	Director, Publications
Greg Ioannou	Director, Training and Development
vacant	Director, Volunteer Relations

OTHERS

REGRETS:

Arija Berzitis	Director, Professional Standards
Błażej Szpakowicz	Treasurer
Suzanne Aubin	Director, Member Recruitment and Retention

1. Call to Order

Kaitlin Littlechild called the meeting to order at 1:00 p.m. EDT.

2. Land Acknowledgement

Kaitlin Littlechild read the land acknowledgement.

3. Approval of Agenda

MOVED BY Heather Buzila
SECONDED BY Alex Benarzi

that the NEC approves the agenda.

Carried

4. Reminder of Our Roles

Kaitlin Littlechild reminded the NEC about their responsibility to complete exec reads and how to properly complete them.

Editors Canada policies and procedures are all online and the NEC should be familiar with them.

Disagreements can occur on the NEC, and they should be handled with professionalism and respect.

Kaitlin also reminded the NEC of their roles: the president chairs the meeting, the recording secretary can set the pace for the meeting so that nothing is missed. The executive director position has now become the administrative director position; as allowed in their contract, the administrative director can send in reports to NEC meetings rather than attend them.

5. Review of Outstanding Action Items from Previous Meetings

- Create a new Francophone committee to take over from the translation group.
 - Will discuss later in the meeting.
- Define the duties of the privacy officer of the association.
 - Heather Buzila asked for someone to take on this action item, as it was added to the list after email discussions at the end of August. The duties of the privacy officer need to be defined because the executive director position no longer exists, and that position was responsible for taking care of privacy issues. Now we need to define the duties so that someone on the NEC can take on the role.
 - Alex Benarzi suggested we could reach out to Natasha Bood to see what she says the role includes. He volunteered to define the position based on his previous experience and what Natasha says about it.
- #4 (Suzanne Aubin): Draft a feedback form for outgoing volunteers.
 - No update.
- #6 (Michelle Ou, Natasha Bood, NEC members) : Send an email to membership to consult on changing the Awards and Scholarships Procedures.
 - Will discuss later in the meeting.
- #7 (El Horner): Send the Publishing Committee's ELAP name-change proposal to the NEC for review.
 - No update.
- #8 (Suzanne Aubin): Create a French version of "Editors Canada Guidelines for Committee Chairs and National Positions" if we don't already have one in the NEC files.
 - No update. This action item will be put on hold until the NEC can confirm that the English version of the guidelines is finalized.
- #9 (Suzanne Aubin): VolunteerConnect: Examine current accessibility and usability, and update the system accordingly. First, a new task force to be formed.
 - No update
- #11 (Natasha Bood): Revision of Editors Canada's land acknowledgment: Update our current statement in consultation with Indigenous groups.

- The NEC's contact at the Indigenous Editors' Association is no longer at the IEA, so Kaitlin Littlechild will be taking over creating the land acknowledgement.
- #12 (Suzanne Aubin): Quebec insurance task force: Recruit task force members
 - No update.
- #13 (Suzanne Aubin): Certification exams in French & Edit Like a Pro for Francophones: Prior to 2019, when the French exams were running, there was a study guide. We got a grant last year but are still looking for a person to help restart the French program. According to Suzanne, we have a member who has shown interest.
 - No update. This action item to be put on hold until the French standards have been updated.
- #14 (El Horner and Kaitlin Littlechild): Publications Committee: Look into what to start with the revision of Editing Canadian English (3rd Ed., 2015)
 - No update.

6. Budget Update

Webinar sales are doing well, especially with the addition of the Training Day. The Black Friday webinar sale will bring in additional funds, as will conference registrations when those go on sale. However, we are still tracking toward a deficit and may need to consider structural changes for next year.

Greg Ioannou commented that some members of Editors Toronto (which he is a member of) have been discussing the surplus of money the branch has without any expenses to spend it on. Perhaps branches and twigs don't need as much money as they have been assigned. Heather Buzila commented that in the budget document uploaded for the meeting that there is approximately \$144,000 restricted for branches and \$43,000 restricted for twigs. Alex Benarzi said that in Editors Calgary, they offer subsidized events and are on track to use their full budget this year. Kaitlin Littlechild said that in Editors Atlantic, there aren't many offerings that would use funds from their budget because everything is online.

It may be time to have a discussion with branches again to redo the formula that provides them with funds from Editors Canada, especially since our cashflow is tight.

7. Update on Ongoing Projects

Include a brief overview of what your committee is currently working on, as well as any other info you'd like to discuss.

a. Publishing committee

EDI document will be ready soon for NEC review. ELAP copyediting is almost done; 7 of 9 exercises are completed and each exercise has about five testers.

b. Francophone updates

Suzanne Aubin and the Francophone adviser are planning to send out a call for task force volunteers to update the French standards.

c. Member services/Volunteer management committees

Member Services: A Discord party is in the works for October 30. After Thanksgiving they will update the welcome kit to include student affiliates.

Volunteer Management: Suzanne has answered 28 emails since June for members who have expressed an interest in volunteering with Editors Canada. The chair of the committee has officially stepped down. There is someone acting as point of contact for the committee right now, but a new chair needs to be found, as well as more committee members.

d. Certification

The committee is updating the website to bring the November 22 exam notifications up to date. The chair of the committee feels there are enough volunteers to handle exam day.

Since returning the certification tests to candidates with feedback on why they failed, there have been no marking disputes.

The announcement of the newly certified editors has been published.

The committee lost a volunteer, but they are now able to adjust their meeting schedules to include another volunteer who was previously unable to attend meetings.

The committee is currently redoing the two test prep guides for the November tests, which are proofreading and structural.

e. Standards committee

Based on discussions on Discord, the committee discussed the longstanding use of the word *professional* in the PES (*Professional Editorial Standards*), which does not follow conscious language guidelines. But they are not sure what to change it to, and whether just "Editorial Standards" would suffice. There is also discussion around the word *Pro* in the ELAP title (*Edit Like a Pro*); perhaps the committee can wait for that outcome before making a final decision. They are also preparing a member survey, and this could be one of the questions. (The word *master* was expunged from all certification materials a couple of months ago.)

The committee has met every month since June. They are continuing work on the glossary and discussing various other things like the new Plain Language International Legal and Medical Editing Standards for the professional community. They are trying to get a copy of the Legal Guidelines, which cost very little (\$25).

f. Webinars/Training and development committee

The first few webinars of the season have been selling well, but we don't have numbers yet.

g. Career builder committee

Last month, work was supposed to start on the Career Builder Hub, but there have been delays; no updated timeline yet.

h. Student relations committee

Alex Benarzi met with the new chair. A concern is that there is no welcome kit for student affiliates, so this is in the works. Last year, the committee created a video to send to universities and colleges to promote editing, and this has now been sent out to various institutions. The committee has lost a lot of members, so some rebuilding needs to take place.

i. Marketing and communications committee

No update. Lots of blog posts have been coming through for approval, so the blog appears to be in good shape.

j. Mentorship committee

No update.

k. Administrative director

The office staff are concerned about the translation group disbanding and the potential necessity to go above our projected translation budget.

The office sent out certificates and awards a bit late this year, but they are in progress.

Sara Abdul was at Word on the Street in Toronto last weekend, with a nice response.

Cashflow is low, so Natasha Bood has not yet contracted Sara for more work, and Natasha is holding things down for certification and membership at the moment. When the conference goes on sale, our cashflow should improve, but we will need to keep an eye on it and may need to look at cashing out some GICs.

Kaitlin Littlechild will email updates and questions to Natasha Bood after each meeting.

8. Break (5 minutes)

9. Covering vacant director positions

The director positions for marketing and communications, volunteer relations, and branches and twigs are currently vacant and need someone to be the point of contact for them. Heather Buzila

said she would continue covering marketing and communications until someone is found for the role. Suzanne Aubin has been covering volunteer management and will hopefully continue doing so.

Regarding branches and twigs, in the absence of a director, Alex Benarzi proposed that the chairs of branches and twigs work together collectively to fill the duties of the director of branches and twigs. They could meet monthly and rotate who chairs and organizes the meeting, and then either attend NEC meetings or submit a report for meetings. If there are any communications coming from the NEC to branches and twigs, they could go to that same group. And much communication with branches and twigs comes from the office, so this would continue.

Alex Benarzi volunteered to be the point of contact for branches and twigs for now.

10. Recruiting for vacant positions

We need to recruit for various vacant positions: directors of branches and twigs, marketing and communications, and volunteer relations; chair of the volunteer management committee; and two members of the honorary life membership evaluation committee.

Heather Buzila volunteered to contact people from the membership list who indicated that they were interested in volunteering on their membership forms. Alex Benarzi doesn't have the capacity to continue recruiting at this time.

Alex suggested that the most important positions to recruit for are the two dealing with volunteers, since we are having a difficult time finding volunteers at the moment.

11. Forming a translation committee

This idea came about when the head of the translation group needed to step down from their role. There is a disconnect between the office and committees (who both need translators) and members of the translation group (who are not sure what they should be working on). The idea of a committee would be a way to organize translation tasks without as much responsibility. This way the responsibility is not on one person but on a group of people. The committee would be composed of translators who were part of the translation group. Alex Benarzi mentioned that hopefully the Francophone adviser would be the chair of the committee.

Greg Ioannou wondered if we could recognize the translators more prominently. Heather Buzila mentioned that a few years ago, the entire translation group received President's Awards and the coordinator of the group received the Lee d'Anjou Volunteer of the Year Award, so they have been recognized in the past. Kaitlin Littlechild suggested that we could create an Editors Canada logo specifically for translators.

Alex wondered if we need to officially form the committee before it is up and running. Heather said we need a committee mandate, but that's difficult when we don't have a chair yet. So perhaps we can talk to the Francophone adviser first before trying to create a mandate. Greg said the translation group may already have a mandate that we can use and modify for the translation committee.

Alex will reach out to the Francophone adviser to see if she will chair the committee.

12. Editors Edmonton

Editors Edmonton has been without a chair since 2021; in the interim, Editors Calgary has been managing Editors Edmonton and including those members in Calgary's communications and events. This issue should be resolved so that we can avoid the uncertain situation that the twig has been in for the last few years.

Heather Buzila agreed and suggested that we should send a final email to Editors Edmonton members to look for a chair and that if no one steps forward that Editors Edmonton and Calgary be combined.

Also, in the spring, the chair of Editors Manitoba approached the then director of branches and twigs and said that she can no longer continue as chair of that twig. There was some discussion that Editors Edmonton, Calgary, and Manitoba should combine to form a prairie provinces twig of Editors Canada, but discussions were stalled because of the decision on what name to use.

Alex Benarzi will follow up on this but wants a directive from the NEC to follow the bylaw/policies/procedures to get this done. As long as the NEC is okay with it, he'll continue with the process. Heather said that the NEC is able to vote to disband or form a twig; it doesn't need to be decided at an AGM.

13. Member consultation on awards procedures

Kaitlin Littlechild volunteered to be the point of contact for emails about the consultation on awards procedures.

We can ask Michelle Ou to write a cover email to explain the process and why we're doing the consultation.

The awards consultation could take place during the month of November, while the consultation on the strategic plan will take longer.

14. Member consultation on strategic plan

For the consultations, we may want to set up an email address so people can email in their revisions. Heather Buzila volunteered to be the point of contact to receive emails about the strategic plan.

We can ask Michelle Ou to write a cover email to explain the process and why we're doing the consultation.

Greg Ioannou suggested we could use Discord for this discussion. Alex Benarzi commented that there's still some hesitation about using Discord and that not everyone can access Discord on all their devices. Heather said we could definitely discuss on Discord but that it shouldn't be the only place where the discussion takes place.

The two consultations will take place at the same time.

15. Other Business

- Greg Ioannou brought up that the National Occupational Classification—which defines what editors do and what qualifications they need and therefore determines how much they'll be paid for government work—for editing (English version) is up for comment before the end of October. These classifications are only updated every five years, and they will be published next week. The French version of the classifications is very different than the English version—French editors require degrees/certificates and they get put into a higher pay category because of it. The NEC/Editors Canada should take this opportunity to comment on the English classification of editors so that English editors will hopefully be paid more to work for the government. When the classification comes out next week, Greg will review it to see if the problem has been fixed, but if not, we should draft a response for Kaitlin Littlechild to submit as president. Greg will draft the response and send it around for revision.
- Heather Buzila commented that she'd be sending out an email regarding revising the AGM proxy form so that it's in plain language.
- A webinar site had posted five Editors Canada webinars for free download. Sara Abdul contacted the site and had the webinars taken down very quickly after the issue was noticed. Alex Benarzi commented that our system of distributing webinars is very unsecure and should be reconsidered. We may want to consider checking with other editing associations to see what distribution method they use for their webinar recordings.
- Kaitlin Littlechild brought up the ongoing issues with the online directory of editors and some profiles not showing up. The developer reindexed the profiles after only about ¼ of them were showing up in Google. After that, more profiles began appearing, but it doesn't seem like all of them are showing yet. We will ask Natasha Bood for an update on this.

16. Next Meeting Sunday, November 30, 1:00-4:00 p.m. (ET)

17. Adjournment

MOVED BY Greg Ioannou

SECONDED BY Alex Benarzi

that the meeting be adjourned.

Carried

Appendix A – Meeting Agenda

AGENDA / ORDRE DU JOUR
Editors' Association of Canada / Association canadienne des réviseurs
National executive council meeting (October 5, 2025)

Zoom link:

<https://us02web.zoom.us/j/84413344997?pwd=8MUyTgDYM6VRak6yz3vzEw7Lb0xXtj.1>

Meeting ID: 844 1334 4997
Passcode: 364099

Dial by your location

+1 778 907 2071 Canada
+1 780 666 0144 Canada
+1 204 272 7920 Canada
+1 438 809 7799 Canada
+1 587 328 1099 Canada
+1 647 374 4685 Canada
+1 647 558 0588 Canada

Attending:

- NEC members

NEC documents in [Google Drive](#)

Sunday, October 5, 2025
1:00 p.m. to 4:00 p.m. (ET)

1. Call to order (1:00)
2. Land acknowledgment
3. Approval of agenda

4. Reminder of our roles (1:05 to 1:10)
 - a. [Define roles](#) in the meeting (president as chair, secretary, recording secretary, ED)
 - b. Define director role (including at this meeting) (high level)
 - c. How we vote and discuss
 - d. Policies and procedures (please review these before the meeting): privacy, consultation and confidentiality
<http://www.editors.ca/members/readup/constitution/index.html>
 - i. Look at these docs for guidance (do not look for what supports your view)
 - e. Exec reads
5. Review of [outstanding action items](#) from previous meetings (1:10 to 1:20)
Heather
6. Budget update (1:20 to 1:40) Blazej
7. Update on ongoing projects (1:40 to 2:10) (include a brief overview of what your committee is currently working on, as well as any other info you'd like to discuss)
 - a. Publications committee El
 - b. Francophone updates Suzanne
 - c. Member services/Volunteer management committees -Vacant
 - d. Certification Arija
 - e. Standards committee Arija
 - f. Webinars/Training and development committee Greg
 - g. Career builder committee Alex
 - h. Student relations committee
 - i. MarComm committee - Vacant
 - j. Mentorship committee Suzanne
 - k. Administrative director Natasha
8. Break (2:10 to 2:20)
9. Covering vacant director positions (2:20 to 2:30)
10. Recruiting for vacant positions (2:30 to 2:45)
 - a. Director positions

- b. Volunteer relations committee chair
 - c. Honorary life membership evaluation committee x2
-
11. Forming a translation committee (2:45 to 3:00) Alex
 12. Editors Edmonton (3:00 to 3:15) Alex
 13. Member consultation on awards procedures (3:15 to 3:30)
 14. Member consultation on strategic plan (3:30 to 3:45)
 15. Other business (3:45 to 3:55)
 16. Next meeting November 30, 2025, 1:00–4:00 p.m. (ET)
 17. Adjourn

Appendix B – Action Items

Number	Action Item	Category	Person(s) Responsible	Previous Status (if applicable)	Current Status	Last Updated (date)
	Create a new Francophone committee to take over from the translation group.	Current	Alex Benarzi	Suggested by Nancy Foran and Pamela Cisernos now that Pamela is stepping down as group coordinator.	Contact the francophone adviser to see if they will chair the committee. Committee could be composed of former translation group members.	October 7, 2025
	Define the duties of the privacy officer of the association	Current	Alex Benarzi	Natasha, in her new role as administrative director, will no longer be the association's privacy officer. We should develop an outline of the privacy officer's duties so whoever takes over will know what the role entails.	Reach out to Natasha Bood to see what the role typically involves.	October 7, 2025
1	Create a welcome kit for committee chairs to pass on information such as the availability of an Editors Canada Zoom account for meetings.	Current	Alex Benarzi	Can use information from the branch and twig toolkits as relevant to create the committee chair welcome kit.	No update	October 5, 2025
2	Create an IT acceptable use policy and procedures (e.g., for safely and	Current	Heather Buzila	To be included in the branch and twig toolkit and the upcoming	No update	October 3, 2025

	responsibly using Google Drive and shared platforms)			committee welcome kit.		
3	Establish data retention period for reports, etc. on the website, including keeping past versions of documents for transparency. Create a policy and procedures for this.	Current	Heather Buzila	Check Canada Not-for-profit Corporations Act to see if it contains language about this already. Create an archive off of the website for older documents.	No update	October 3, 2025
4	Draft a feedback form for outgoing volunteers.	Current	Suzanne Aubin	No update	No update	October 7, 2025
5	Send a survey to membership about which social media platforms Editors Canada should be on.	Current	MarCom director; Heather Buzila	Survey with the NEC for review.	In progress	October 3, 2025
6	Send an email to membership to consult on changing the Awards and Scholarships Procedures.	Current	Michelle Ou, Natasha Bood, NEC directors	Awaiting fall.	Will be in progress once Michelle is back from vacation.	October 7, 2025
7	Send the Publishing Committee's ELAP name-change proposal to the NEC for review.	Current	El Horner	Waiting for rebranding estimate from graphic designer; otherwise, the proposal is written.	No update	October 7, 2025
8	Create a French version of "Editors Canada Guidelines for Committee Chairs and National Positions" if we don't already have one in the NEC files.	Current	Suzanne Aubin	There is no French version, but we need to finalize the English first before translating it.	Create new action item to finalize English version of Editors Canada Guidelines for Committee Chairs and National Position. Put the	October 7, 2025

					created of a French version on hold until the English is completed.	
9	VolunteerConnect: Examine current accessibility and usability, and update the system accordingly. First, a new task force to be formed.	Current	Suzanne Aubin	No update	No update	October 7, 2025
10	Credential maintenance points for volunteers: Consider awarding extra points for certified editors who volunteer to help develop exercises (e.g., Edit Like a Pro series) toward their credential maintenance.	Current	Arija Berzitis	Discussions are underway between the CSC and the publications committee chairs on how to implement this.	With the pub committee to flesh out the additional activities for credential maintenance	October 7, 2025
11	Revision of Editors Canada's land acknowledgment: Update our current statement in consultation with Indigenous groups.	Current	NEC directors, Natasha Bood	Awaiting estimate from Rhonda	Rhonda is no longer with the IEA, so Kaitlin will take over writing this land acknowledgement	October 7, 2025
12	Quebec insurance task force: Recruit task force members	Current	Suzanne Aubin	Task force has been created with two members. Work in progress	No update	October 7, 2025
13	Certification exams in French & Edit Like a Pro for Francophones: Prior to 2019, when the French exams were running, there was a study guide. We got a grant last year but	Current	Suzanne Aubin	Task force brief for updating the French standards has been written and is currently being voted on. Task force leader is in	Create new action item to revise the French standards first. Put the action item for the French certifications and ELAP on hold until the standards are revised.	October 7, 2025

	are still looking for a person to help restart the French program. According to Suzanne, we have a member who has shown interest.			place. After the French standards have been updated, then we can proceed to the certification exams and study guides.		
14	Publications Committee: Look into what to start with the revision of Editing Canadian English (3rd Ed., 2015)	Current	El Horner, Kaitlin Littlechild	Director in place. Can open discussion with publications when they are ready	No update	October 7, 2025
15	Look into possible funding to hire someone to manage Editors Canada's records.	On Hold	NEC directors, Natasha Bood	On hold until funding can be obtained		June 18, 2025
16	Advocating for Editing discussion from conference - document to be sent out for discussion by email (request for discussion from Heather).	On Hold	Kaitlin Littlechild	Set aside for now		February 9, 2025
17	Volunteer awards: Start the process for an NEC vote to change the procedure for volunteer award nominations.	On Hold	Alex Benarzi, Ellen Keeble	On hold until member consultation is completed		February 25, 2025
18	Length of directors' term & their roles and responsibilities: Reconsider the term length for president, vice-president and past president. Determine if the past president can become more of a	On Hold	NEC directors	Recording secretary and secretary roles have been combined. Other issues are put on hold until the new strategic plan is completed.		September 15, 2024

	consulting role. In addition, filling the secretary position is more pressing (check the bylaws to see if the recording secretary and secretary roles can be combined into one).					
19	Reconsideration of the conference adviser position: Return back to the original model or eliminate this position due to potential redundancy	On Hold	NEC directors	Put on hold until the new strategic plan is completed		April 21, 2024
20	Webinars: Look for additional webinar hosts as well as a way of doing live-captioning for accessibility for people attending live. **Currently put on hold as no activity for about 10 months because of the other priorities**	On Hold	Błażej Szpakowicz	No updates		April 21, 2024
21	VolunteerConnect: Leah to update the language used in the VolunteerConnect spreadsheet—from English only to bilingual to encourage more francophone members' participation	On Hold	NEC directors	Standing by for our next meeting		November 5, 2023
22	Check to see if there are any restrictions	Done	Natasha Bood	Could not find reference to the price of the	Done	May 28, 2025

	for changing the price of the ODE.			ODE in our policy documents. It seems as though the NEC should be able to determine the pricing procedures for the ODE.		
23	Create collaborative document of the Membership Fee Relief and Reduction Policy and Procedures and send it to the NEC for comment and revision.	Done	Maria Frank, NEC	Google Doc sent out to the NEC for review on April 26, 2025.		May 23, 2025
24	Remind chairs about the availability of the Editors Canada Zoom account for meetings.	Done	NEC	Done and ongoing; should be mentioned to committee chairs regularly. This applies more to incoming chairs who are not aware of the Zoom account.		May 23, 2025
25	2025 Awards presentation: Begin work with the conference committee for a possible virtual event.	Done	Alex Benarzi, Sara Abdul	Date to be either June 17 or 18.		May 23, 2025
26	Switching our current corporate calendar to a Google Calendar: Michelle has started working making this change. All directors are asked to look it over	Past	NEC Directors	Done; Michelle Ou can go ahead and continue changing the corporate calendar from a Google Sheet		April 27, 2025

	to see what they think.			to a Google Calendar. Natasha will let her know.		
27	Member awareness enhancement: Update governance webpages with job descriptions or post to blog sites in both languages to highlight the roles of NEC directors and committees.	Past	Heather Buzila	Will be voted on before the May meeting		May 12, 2025

Appendix C – Online Motions

No.	Motion	Background	Format (Online, In Meeting, AGM)	Opened	Closed	Moved By	Seconded By	In favour	Opposed	Abstain
1	To appoint Blazej Szpakowicz as interim treasurer to fill the vacant position.		Online	July 10, 2025	July 13, 2025	Alex Benarzi	Heather Buzila	7	0	1
2	That we update our bank account signing authorities from: Kaitlin Littlechild, Maria Frank, Tara Avery, and Natasha Bood. to: Kaitlin Littlechild, Blazej Szpakowicz, Heather Buzila, and Natasha Bood.		Online	July 14, 2025	July 16, 2025	Heather Buzila	Suzanne Aubin	7	0	0
3	That the NEC approve the appointment of Tom Vradenburg as committee chair of the awards committee, and the appointment of Kavita Sing-Mohanlall as committee chair of the student relations committee.		Online	July 27, 2025	July 31, 2025	Alex Benarzi	Suzanne Aubin	6	0	0

4	That we approve the June 2025 meeting minutes for posting on the website.	This document was reviewed by NEC directors and revised where necessary before finalization.	Online	July 30, 2025	August 2, 2025	Heather Buzila	Alex Benarzi	5	0	1
5	That the NEC approve Natasha' Bood's proposal to transform the role of executive director into the role of administrative director for a trial period, and that the NEC offer the position of administrative director to Natasha Bood, should she wish to accept it.	Period: This motion would come into effect on August 29, 2025 and would be reviewed in June 2026, or at such as time as decided by Editors Canada members at a special general meeting or annual general meeting, or by Natasha Bood. Background: Natasha Bood resigned from her position of executive director of Editors Canada, effective August 29, 2025. In July 2025, she approached the Editors Canada human resources committee with a proposal that outlines how she would remain with the association in a new role: that of administrative director. In this role, Natasha would continue contributing to the association as a part-time consultant on a contract basis for a trial period of one year. She would provide staff administration, financial administration, and overall organizational administrative consulting.	Online	August 14, 2025	August 17, 2025	Alex Benarzi	Suzanne Aubin	7	0	0

		As part of this proposal, Sara Abdul's role would expand to cover certification and membership administration, and her hours would increase from 30 hours per week to 40. Her salary would increase to reflect this change The benefits of this proposal include the following: Natasha's continued involvement ensures continuity in key administrative and financial functions. As well, consolidating administrative functions under Sara and Natasha enhances efficiency and clarity in responsibilities. There is also a significant cost savings in the proposal at a time when Editors Canada has shown a deficit of over \$99,000. See the provided proposal for a breakdown.								
6	That we approve the following directors and positions for the 2025-2026 Editors Canada national executive council: President: Kaitlin Littlechild		Online	September 18, 2025	September 21, 2025	Heather Buzila	Suzanne Aubin	7	0	0

Vice President: Alex Benarzi Past president: Heather Buzila Treasurer: Blazej Szpakowicz Secretary: Heather Buzila Director of professional standards: Arijia Berzitis Director of member recruitment and retention: Suzanne Aubin Director of publications: El Horner Director of training and development: Greg Ioannou										
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