

CAJ board of directors

The Canadian Association of Journalists' board of directors meeting took place at on January 23, 2016 at 1:00 p.m. ET via Skype.

Minutes

1. Call to order - D. Bass 1:10
2. Additions to the agenda - D. Bass

No additions made.

3. Approval of the agenda - D. Bass

N. TV moves approval, P. Martel seconds.

4. Approval of the minutes - D. Bass

- [Sept. 26, 2015](#)

S. Holman moves approval, N. Taylor-Vaisey seconds

5. Business arising from the minutes - Board

- [Task list](#)
 - Advocacy whitelist, referred to advocacy meeting
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 - Ask a mentor/reconnect with J-Source, referred to Hugo
 - Conversation delayed until editor-in-chief is replaced.
 - Contacting U.S. consular officials etc., referred to Hugo
 - Dealt with in conference report
 - Investigate potential to bring on an intern for Media magazine— referred to ad-hoc publications committee
 - Remains on outstanding list.
 - Solicit feedback from members on print edition of Media, referred to Kat
 - Remains on outstanding list.
 - Student representation on board, referred to ad-hoc bylaws committee
 - Development of a revenue budget to support the expense of printing and mailing Media magazine awards issue in the late-summer/fall, referred to ad-hoc publications committee
 - Remains on outstanding list.
 - Develop/revise process for nominations to CAJ board, referred to executive committee
 - Policy for covering expenses for the president, conference co-chairs and community manager, referred to executive committee
 - Dealt with.
 - Check out the storage locker in Ottawa, referred to Hugo and Laura.
 - H. Rodrigues has inventoried storage locker. Continuing work on the locker. N. Taylor-Vaisey will take partial responsibility for this task.

Other tasks assigned, as per the June minutes, include:

- Transitioning- Tasked to K. Eschner/ H. Rodrigues/ N. Taylor-Vaisey/ P. Schneidereit
 - N. Taylor-Vaisey addressed.
- conduct a review of e-register
- Signing officers- Tasked to P. Schneidereit to look into number of signing officers a non-profit corp. can have
 - P. Schneidereit not present to address.
- H. Rodrigues inquired as to the status of the rainy day fund.
 - P. Schneidereit not present to address. But will be addressed at June meeting.
- P. Schneidereit was tasked to do research on potential capital expenditure of buying new projectors.
 - No concrete plans as yet.
- Task K. Eschner and L. Beaulne-Stuebing to work to develop a social media policy/strategy
 - Until a new communications manager exists, this item is floating. N. Taylor-Vaisey and K. Eschner continuing social media on an ad-hoc presence.
- The awards committee was tasked with examining the potential of offering regional awards.
 - Continuing examination.
- The committee was also tasked to examine how awards judging and awards gala presentation is done and see if there is a better way to do these things.
 - Will be considered in coming weeks.
- The membership committee was tasked, as soon as new chair is decided on, to conduct a cost-benefit analysis of existing perks, and decide whether or not to go with Adobe perk.
 - Addressed in membership report.
- The membership committee was tasked to assess the legal liability of offering photo membership cards and return with recommendations for the board and a card redesign. Also assess the potential of getting printed envelopes with our return address for the cards.
 - Addressed in membership report.

6. Chair's report - D. Bass

- Nothing to report at this time.
- A report on motions voted on by email will be submitted this month.

7. President's report - N. Taylor-Vaisey

- S. Holman addressed creating an ad hoc committee to discuss Board's policy of not discussing labour disputes. Committee consists of: P. Martel, S. Holman.
- **Moved Tim, seconded Pat.**

9. Committee reports

a) [Membership services committee](#) - P. Martel

- **MOTION: That the SurveyMonkey membership benefits survey included in Attachment 2 be emailed to members in February 2016.**
 - P. Martel moves to accept, N. Taylor-Vaisey seconds.

- **MOTION: That Rakesh Awasthi be directed to redesign the CAJ membership cards and include the disclaimer "The bearer of this card is recognized as a professional journalist by the Canadian Association of Journalists."**
 - H. Rodrigues moves motion with a friendly amendment that the word "professional" be dropped. N. Taylor-Vaisey seconds.
 - **MOTION: That the CAJ approve spending \$150 for 500 self-addressed envelopes.**
 - P. Martel moves, H. Rodrigues seconds.
 - **MOTION: That the wording on the CAJ membership cards page be amended to read "Members who would like a photo card must email an appropriate photo to admin@caj.ca by the end of the calendar month in which they signed up. The photo must show your head and shoulders, be 2 inches wide by 2.75 inches high (passport size) and taken in front of a plain background. Your face must be clearly visible. If you do not submit a photo on time or that follows the requirements, a non-photo card will be issued. See samples of the cards at right."**
 - P. Martel moves, H. Rodrigues seconds.
 - H. Rodrigues is tasked with making sure updated wording integrated into e-reg.

Motion to accept membership report: P. Martel moves, N. Taylor-Vaisey seconds.

b) Executive committee

- [Board composition report](#) - H. Rodrigues
 - Recommendation: That the "Board composition recommendations" report be received by the CAJ board; and,
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 - That discussion and a decision on these recommendations be deferred / referred to the
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 - agenda for the June (in-person) CAJ board meeting.

H. Rodrigues moves, P. Martel seconds.
- [Board composition recommendations](#) - H. Rodrigues
 - Received by board.

- [Board terms](#) - H. Rodrigues
 - H. Rodrigues moves to receive and file.
- H. Rodrigues moves his report, N. Taylor-Vaisey seconds.

8. Administrator's report - K. Eschner

- Administrator's report was given verbally.
- P. Martel moves to accept report, N. Taylor-Vaisey seconds.

c) [Awards committee](#) - H. Rodrigues

Recommendation:

That the CAJ continue its partnership with the Delegation of the European Union in Canada so long as the delegation continues to administer and fund the program; and,

- That as part of the award a complimentary one-year CAJ membership be awarded to the recipients.

Moved by H. Rodrigues, seconded T. Alamenciak. Carried.

Acceptance of overall report moved by H. Rodrigues, seconded N. Taylor-Vaisey. Carried.

d) Events committee - D. Bass

- [Conference report](#) - H. Rodrigues
- Events committee to discuss rate for out-of-work journalists.

H. Rodrigues moves acceptance of report, S. Holman seconds. Carried.

e) [Advocacy committee](#) - T. Alamenciak

- **T. Alamenciak moves to accept, S. Holman seconds. Carried.**

f) Ethics advisory committee - N. Taylor-Vaisey

- **M. Aiken moves to accept, N. Taylor-Vaisey seconds. Carried.**

10. Chapter / Region reports

a) Saskatchewan - A. Hill

A. Hill was not present at this meeting.

b) Toronto - T. Alamenciak

T. Alamenciak gave his report verbally.

c) B.C. / Yukon - D. Bass

No report given.

d) Alberta / NWT - S. Holman

No report given.

e) Manitoba / NWO - M. Aiken

No report given.

f) Quebec - M. Singh Attwhal, M. Remy

No report given.

g) Atlantic - J. Akerley, P. Martel

No report given.

11. Treasurer's report - P. Schneidereit

The treasurer's report was given verbally by N. Taylor-Vaisey.

12. New business – Board

No new business.

13. Date and time of next meeting - Board

- Board meeting – referred to a Doodle poll

14. Adjournment

Moved by D. Bass, seconded S. Holman.