

Board of Directors Meeting Minutes

Directors In Attendance: Zane Schwartz, Brent Jolly, Paul Schneidereit, Melissa Martin; Jason Markusoff, Cecil Rosner, Angel Moore (via Zoom), Laurie Few, Karyn Pugliese, Paula Tran, Fatima Syed, Patti Sonntag, Julie Sobowale (via Zoom)

Regrets: Eva Holland, Anja Karadeglija, Jameson Berkow

Staff In Attendance: Monique Durette (ex-officio)

Summary of Meeting

1. Call to order Saturday Oct 1 2022 @ 10:02AM ET: Z. Schwartz
Introductions for new board members
2. Agenda amendments and approval – Z. Schwartz
3. Previous Board Meeting Minutes corrections and approval – Z. Schwartz MOTION to adopt previous board minutes as presented. M: L. Few, S: B. Jolly, Carried
4. President's report: B. Jolly
a. Online hate and harassment
b. Legal protections for journalists
c. Potential involvement in government programs
Above items presented by Brent but discussion paused for next agenda item
Break 10:55-11:00
5. Presentation by board governance expert, Paula Minnikin – P. Schneidereit
Break 12:05-1:07
Debrief of board governance presentation: Jason: the CAJ could stand to do a SWAT analysis of board competencies; should a database of board competencies be created? The CAJ is a working board but still needs a strategic plan; board commitment letter is needed for board fiduciary duty (highlighting the important of fiduciary duty, among other commitments) Laurie: should someone be brought in to guide efforts towards detailed governance? Paul: the CAJ is an elected board, not a selected board, but board members can still be brought in to fill gaps through “director at large” position; the CAJ is “the child,” we are its trustees is something to be consistently reminded of; the board needs to remind itself and others about ALL the stakeholders in play, not just journalists Brent: understanding the “long term” is important; being caught up in the immediate tasks takes away from planning for the future Patti: looking ahead is important – the industry has changed and there is a new role for the CAJ as an intermediary; Zane: summed up comments made; there is interest in taking the ideas Paula brought to the board and implementing them TASK: executive to review board governance presentation at a later date; a board commitment letter to be drafted; a strategic, long-term plan to be drafted
Revisit discussion points from president's report:

Online hate and harassment:

Summary provided of what has been received to date from government responses
One outcome has been to convene a group similar to European format of multi-stakeholder group, to discuss and work on the matter

How does the CAJ/industry pivot from the emergency response received to a functional/proactive/constructive response to move forward?

The government has asked the CAJ what it would like to see in the legislation – the board does not know quite yet what could be in it without freedom of expression being curtailed

Can the CAJ look to any other jurisdiction around the world that would help guide efforts? (The UK is the “leader” on this, but the “people” do not like it)

Jason: could there be a publicity campaign done to work in the favour of this? Is government the only avenue for change? Past Unifor example presented but hesitance to use this as template.

Some newsrooms are seeing that this issue can have long-term effects on human resources (it's not just about ignoring the attacks)

IDEA: Central repository about the people being harassed and the harassers. Could this go into legislation? Discussion ensued about what would be needed to do this outside of government organizing it.

Fatima: It is unnerving to have the government be the sole body in charge of managing the issue. Chatham house rules with government officials and/or police chiefs about the issue presented. Suggestion of tracking the senders. Suggestion of creating a funded advertising campaign to educate the public about journalism and its role.

Angel: Sections 318 and 319 of the Criminal Code state that these acts are a crime but M. Martin provided an understanding of the high standards that must be met for the act to meet the Code's description.

Karyn: Organize with existing media groups to gather funding for the project. The CAJ does not need government funds for this.

Government has processes in place to address the issue; new legislation is not needed or necessarily wanted because of the limitations that might be put into place.

Efforts of the CAJ must not be co-opted. The CAJ cannot support a piece of legislation that has yet to be written. CAJ membership holds a large number of data journalism experts. Can they work on this? Can a student group/grad student group work on this?

Cecil: Can the CAJ come up with wording that lowers the bar enough to encompass the issues affecting journalists?

Jason: Is there a definitive recommendation on the 'wisdom' of journalists tweeting their hate message? Is this not counter-productive to the problem?

IDEA: Help newsrooms create a guideline on how to deal with the issue (for those who don't have one).

Paul: Is there a coordinated plan/group to work on this issue in other countries?

Coalition against online violence (with sub working groups) exists but deals with much different situations due to their own societal/journalism industry environment.

<p>TASK: Ad hoc group to be established to work on this issue based on these ideas/notes (related to online hate and harassment issue). Intern could be assigned to this to research what is happening around the world. Committee to come back to advocacy committee and/or board by the end of October.</p> <p>MOTION: BIRT the CAJ will create an ad hoc group to address the needs of the online hate and harassment issue. M: F. Syed, S: K. Pugliese, Carried.</p> <p>Adhoc group: Brent, Karyn, Fatima, Melissa, Jason, Paula, Patti, Laurie</p>
<p>Legal protections for journalists: Connection with lawyers/lawyers group – what benefits would the CAJ have with this?</p> <p>TASK: Monique to apply to TrustLaw program for membership Paul: How is the proposal by CNRIE (within the president’s report) a fit for the CAJ? Agreement that we can only look at this once they provide the CAJ with a written proposal.</p> <p>IDEA: Create an informal legal support network in order to minimize the frequent requests for help from our regular pro-bono partners. Intern could help with research. Canadian Media Lawyers site has a list of lawyers that the CAJ could start with. This task could be assigned to the advocacy committee (not handled solo by Brent). Try to get an ask from media lawyers group to speak.</p> <p>TASK: Advocacy to look up CMLA; Cecil to discuss with them; Karyn to coordinate with Cecil about a future presentation at one of their meetings.</p>
<p>Potential involvement in government programs:</p> <p>TASK: Need more information (to be obtained by Brent) before we can proceed but a working group could hash this out and whether the CAJ wants to be involved. What is the scope of the plan? (A question for the working group to assess).</p> <p>TASK: Working group members to be established at the following exec meeting.</p>
<p>Break 2:23-2:40</p>
<p>6. Chair’s report: Z. Schwartz</p> <ul style="list-style-type: none"> a. Scheduling of quarterly board meetings Discussion about meeting length and how to shorten the board meetings
<p>7. Treasurer’s report, October 2022 – P. Schneidereit</p> <p>Presented as written</p> <ul style="list-style-type: none"> a. CAJ 2022 actual budget Presented as written MOTION to adopt reports as presented M: B. Jolly, S: P. Tran, Carried
<p>8. Operation Manager’s report – M. Durette</p> <p>Presented as written</p> <ul style="list-style-type: none"> a. New vendor for ID cards – M. Durette MOTION: BIRT the CAJ board agrees to change membership card ID provider to Dolphin Printing. M: P. Schneidereit, S: B. Jolly, Carried.
<p>9. Committee reports</p> <ul style="list-style-type: none"> a. Advocacy – K. Pugliese & F. Syed Nothing new to report since the summer board meeting i. Julian Assange statement – C. Rosner

	<p>Consideration of statement re: Julian Assange; Zane asks board to accept for posting; Cecil provides update: Assange still being held in high-security jail with events being planned in UK and US with support movements happening; Zane states that statement is a re-hash of an earlier statement issued by CAJ in 2019. MOTION: BIRT the CAJ board wishes to post a renewed statement on Julian Assange situation, as written by C. Rosner, and to be posted by October 7. M: K. Pugliese, S: F. Syed, Carried. TASK: Monique to post Assange statement on website</p>
ii.	<p>Diversity survey update – Z. Schwartz Confidential preliminary diversity survey results presented. Possible task for an intern: who has not responded to the survey? TASK: Confidentiality agreement is recommended for any members joining committees.</p>
Break 3:43-3:57	
b.	Awards – J. Markusoff
i.	<p>Awards administrator report – J. Markusoff Reports presented as written TASK: Monique to connect with Jason and Hugo about vetting process to eliminate, streamline, and automate as much as possible.</p>
ii.	<p>Potential creation of written policy related to rules/regulations around board members and their involvement with awards/committee – J. Markusoff Motion contained within report tabled to Sunday.</p>
Break 4:41-4:49	
c.	<p>Ethics – C. Rosner Committee was mostly dormant over the summer. Next meeting will be October 11. Trying to recruit more members. In addition to updating the Ethics Guidelines from 2011, the committee would like to tackle such items as science journalism and conflict of interest. These items require some addressing before the guidelines can be updated. CAJ board feels that guidelines are of top priority. Due to the use of the ethics guidelines in support of journalism (used by media orgs, legal cases, etc), the guidelines need to be updated sooner rather than later. Cecil to inform committee of this point.</p>
i.	Review and update of the 2011 version of the Ethics Guidelines – C. Rosner
d.	Events – (no chair)
i.	<p>Update on hotel search for Toronto conference – B. Jolly Paul presented discussion related to 2023 conference location TASK: Monique to follow up with Stephen about InterContinental and hotel block for Massey College if InterContinental doesn't work.</p>
ii.	<p>Update on research into Calgary vs. Vancouver as 2024 event city – M. Durette MOTION: BIRT the CAJ board holds the 2024 conference location in Calgary. M: Z. Schwartz, S: L. Few, Carried. Abstained: J. Markusoff</p>
iii.	<p>Review of how conference sponsorships are approached – B. Jolly Tabled to executive committee and events committee</p>

e. Finance – P. Schneidereit
No update from the finance committee in addition to earlier-presented Treasurer’s report.
f. Indigenous caucus – A. Moore
No update from Indigenous committee work. However, the Changing Narratives Fund (Heritage Canada) was discussed as part of the potential work of some board members (as it relates to the CAJ’s Indigenous efforts). Brent/Karyn have concerns about structure of the Fund. Majority of those involved in the Fund are not Indigenous and Karyn felt she was brought on in a tokenized gesture. Perhaps a letter by Angel (as a representative of the CAJ) could be sent to the Fund to increase the Indigenous voices (to potentially be co-signed by CABJ). Julie will be at upcoming meeting for the Fun and will report back to the board. Letter to request separate consultation with BIPOC journalism leaders in the industry, including names as suggested participants. TASK: Karyn, Angel, and Julie to write suggested letter about Changing Narratives Fund issue.
g. Membership – Z. Schwartz
Membership rates discussed as well as possibility for monthly payment option (as recommended in report). Julie: CABJ has a strict no cancellation policy for their monthly membership option. TASK: Monique to sign up for Apple Pay, Google Pay as additional payment options, as recommended in report TASK: Zane and Monique to review the option of monthly memberships with membership committee
i. Membership count – M. Durette
Reviewed as presented in report
1. Membership breakdown by region – M. Durette
TASK: Membership committee to review the reg. director/chapter director representation
ii. Twitter verification working group – F. Syed
Twitter verification has been tabled for now.
iii. Mentorship program update – F. Syed
Mentorship committee considering moving to two sessions per year. New session hoping to be launched in early October.
iv. Filling Ottawa board chapter role – Z. Schwartz
Ottawa board chapter role: Anja has stepped down. Board members to consider names as to possible individuals to fill the role.
Adjournment to Sunday: 6:24PM ET M: B. Jolly, S: L. Few
Called to order Sunday Oct 2 9:12AM ET
Continued discussion from Saturday about awards committee members ability to apply for awards.

<p>MOTION: BIRT the CAJ awards rules include the following: Members of the CAJ awards committee and the board president are prohibited from entering; and that in recognition of this sacrifice they are making, active CAJ awards committee members on the board will be given free tickets to that year's gala, at the discretion of the awards committee chair. This rule will be revisited after the 2022/2023 program. M: J. Markusoff, S: L. Few, Carried.</p>
<p>Continued discussion from Saturday about conference location: TASK: Monique to review Massey pricing to assess financial viability of location, and follow-up on availability with Stephen for hotel block availability or availability for InterContinental.</p>
<p>Continued discussion from Saturday about awards gala night and length of event, as well as Mindset awards' place within the CAJ awards program: MOTION: BIRT the CAJ awards program given at the CAJ awards night/gala is for CAJ-branded awards only. M: P. Schneidereit, S: C. Rosner, Carried. TASK: Monique to communicate with Cliff Lonsdale about board's motion about award via email, with avenue for him to communicate with president about the future of the relationship. TASK: Awards committee to review/discuss potential for separate event for Mindset awards (i.e. ticketed lunch or breakfast) during conference.</p>
<p>Break 10:25-10:32</p>
<p>10. <u>Communications Report</u> – P. Tran Report presented as written</p>
<p>a. Communications update – P. Tran Recommendation: Supplementary newsletters for opportunities (including internships, grants, fellowships) Ask: that comms needs be sent to communications committee with enough time to plan accordingly TASK: Working group to establish the functionality of an opportunities bulletin/job board: Zane, Julie, Brent, Paula to meet in October. MOTION to adopt reports as presented M: F. Syed, S: B. Jolly, Carried</p>
<p>11. Chapter/regional reports:</p>
<p>a. British Columbia – Z. Schwartz</p>
<p>b. <u>Alberta</u> – J. Markusoff</p>
<p>c. <u>North</u> – E. Holland</p>
<p>d. Manitoba – M. Martin</p>
<p>e. Atlantic – A. Moore</p>
<p>f. Quebec – P. Sonntag</p>
<p>12. New/other business:</p>
<p>a. Events chair: Paul self-nominates. M: Z. Schwartz, S: B. Jolly, Carried.</p>
<p>b. Patti: to join the diversity or advocacy committee to address discrimination issues in the industry; suggestions for the future of some events and association mergers. Event-related matters to be discussed with the events committee</p>

c. Angel: NAJA and CABJ collaborations. What future events can we join together on? Follow up to happen with Francine.
d. Angel: statement, similar to Assange, about Iranians Fatima: position policies are needed about specific types of issues; Fatima to spearhead; should we be focusing our advocacy efforts on Canadian-centered issues? Melissa; joining efforts/co-signing letters from other organizations may be the best route for this Cecil: provided supporting information about why the CAJ has written statement regarding Assange situation and the support behind it. Cecil to amend Assange statement to include paragraph as to why this relates to the work of the CAJ. Brent: a threshold is needed as to when the CAJ comments and when it does not on national and/or international issues. TASK: Advocacy committee to come up with draft position policy related to focus of advocacy efforts by the end of October.
e. Fatima: mission statement needs to be updated. CAJ history requires a re-write TASK: Melissa volunteers to re-write both elements by end of October.
f. Jason: CAJ/news-related custom print socks or toques. TASK: Monique to connect with Jason and Zane about the work done thus far on CAJ/news-related custom items for sale.
13. Date of next meeting – Z. Schwartz: To be determined via Doodle poll
Meeting adjourned at approx. 12:05PM ET; (exact details not recorded as minute-taker had to leave for airport shuttle)

Summary of Motions (excludes meeting-operational motions)

Motion
BIRT the CAJ will create an ad hoc group to address the needs of the online hate and harassment issue. M: F. Syed, S: K. Pugliese, Carried.
BIRT the CAJ board agrees to change membership card ID provider to Dolphin Printing. M: P. Schneidereit, S: B. Jolly, Carried.
BIRT the CAJ board wishes to post a renewed statement on Julian Assange situation, as written by C. Rosner, and to be posted by October 7. M: K. Pugliese, S: F. Syed, Carried.
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Summary of Policies Reviewed

Policy
No policies reviewed at this meeting

Summary of Action Items

All action items/tasks added to [CAJ board and committee task lists document](#). See document for status/progression of action items.

Action Item
Executive comm. to review board governance presentation at a later date; a board commitment letter to be drafted; a strategic, long-term plan to be drafted
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Monique to communicate with Cliff Lonsdale about board's motion about award via email, with avenue for him to communicate with president about the future of the relationship.
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