

## Proposed Minutes

### DGC Ontario

Annual General Meeting

**Toronto Reference Library**  
**Bram & Bluma Appel Salon**  
**789 Yonge St, 2<sup>nd</sup> Floor**  
**Toronto, ON, M4W 2G8**



Saturday, March 23, 2019  
10:00 a.m. – 4:30 p.m.

Officers	Staff
Alan Goluboff, Chair	Olivia Barr, Production Administrative Assistant
TW Peacocke, First Vice-Chair	Rick Cadger, Post Production Field Representative
Annie Bradley, Second Vice-Chair	Ildiko Cimpean, Senior Finance Manager
Andrew G. Munro, Secretary-Treasurer	Cynthia Clayton, Senior Business Agent
Joanne Barrington, Membership Chair	Aviva Cohen, Communications Coordinator
Don McCutcheon, Past Chair	Katrina David, Administrative Office Coordinator (Recording Secretary)
<b>Caucus Representatives</b>	
Penny Charter, Assistant Directors	Shawna Green, Assistant Business Agent
Diana Magnus, Art	Victoria Harding, Associate Executive Director
Warren Sonoda, Directors	Jennifer Kiefaber, Field Representative
Doug Caron, Editing	Dragana Kostic, Production Services Coordinator
John Rakich, Locations	Jenny Maltez, Member Services Coordinator
Anna Beben, Production	Jessica Maltez, Receptionist
	Nina Miernecki, Assistant Business Agent
	Amanda Noye, Director of Operations & Corporate Administration
<b>Regrets</b>	
Marr Morgan, Accounting	Bill Skolnik, CEO & Executive Director
	David Seymour, Member Services Manager
	Anne-Marie Stuart, Director of Communications
	Rose Tedesco, Assistant Business Agent

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### By Invitation

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Tim Southam, President, DGC National

Dave Forget, Executive Director, DGC National

Tom McGivney, Auditor, Prentice Yates & Clark

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## **CALL TO ORDER**

Alan Goluboff, DGC Ontario Chair, called the meeting to order at 10:15 a.m. and announced that quorum had been reached as there were 170 Members in attendance, with 270 proxies (440 votes in total). Alan requested that the Caucus Reps present their reports and added it to the agenda after the Membership and Training report.

## **APPROVAL OF AGENDA**

Alan Goluboff called for a motion from the floor for approval of the Agenda with the addition of the Caucus reports to be presented after the Membership and Training Report.

**MOTION:** Moved by: Ann Bromley  
Seconded by: David Korchok  
To adopt the DGC Ontario March 23, 2019 AGM meeting Agenda with the addition of the Caucus reports to be presented after the Membership and Training Report  
Motion Carried

## **CONFIRMATION OF 2018 GM MINUTES**

The 2018 GM Minutes were confirmed by the Membership.

## **CHAIR'S REPORT** – presented by Alan Goluboff

- Alan began by introducing the Board and staff members sitting alongside him on the stage. He thanked the Membership for their attendance at the AGM in support of one another and in support of the Guild.
- Alan also thanked the Board Members, as well as those running and re-running for election, as he believes the work of the organization is valuable. Alan thanked the Board Members who were stepping down from their positions as they had served many years on the DGC Ontario Board: First Vice-Chair TW Peacocke, Secretary-Treasurer Andrew G. Munro, Directors Caucus Rep Warren Sonoda and Accounting Caucus Rep Marr Morgan. Alan thanked them for their contributions over the years and for helping to make DGC Ontario both a better and a stronger organization.
- The focus for the beginning of 2018 for DGC Ontario was Collective Bargaining. Alan thanked CEO & Executive Director Bill Skolnik, and Associate Executive Director Victoria Harding for their efforts and work in reaching this agreement. Alan was pleased to hear about the other Councils working together and supporting each other throughout the bargaining process.
- The Communications campaign for 2019 is called the Spirit of Creativity. The goal is to increase brand awareness with hopes of more visibility of our Members and having international producers understand the amount of talent we have here, which we hope leads to a reduction in permits.
- The Future Directions Committee, which consists of six Members, is looking into potential projects to consider for the betterment of all Members. The Committee has been working with Artscape, and with the endorsement of the Executive Board has been

exploring a new home for DGC Ontario. Discussions have recently taken place to engage National in this initiative.

- DGC Ontario is pleased that the certification under Federal Status of the Artist Legislation was granted to the Guild last April and looks forward to the commencement of bargaining on behalf of these departments that will be done through our National organization.
- Alan finished by thanking all DGC Ontario staff and wanted to mention and remember Members who have passed since last year's AGM: Robert Appelbe, John Board, Alan Erlich, Tucker Finn (Doherty) and Pasia Schonberg.

You can read the full Chair report [here](#).

#### **DGC ONTARIO CEO & EXECUTIVE DIRECTOR'S REPORT** - presented by Bill Skolnik

- Bill spoke about DGC Ontario's marketing and communications initiative. The plan is to roll out this initiative in May. It is his hope that DGC Ontario can ensure when productions come to Ontario, that our Membership is considered in key creative positions.
- Bill met with Michael Parsa who is the Parliamentary Assistant to the Minister of Economic Development. Michael asked DGC Ontario for problems this industry has with respect to red tape. Bill wrote back immediately with the help of Locations Caucus Rep, John Rakich, and mentioned some tangible areas where we need improvement, but we still have not heard anything back.
- DGC Ontario has been in touch with a number of provincial members of the Conservative party, and has offered to take them on studio tours around this area. However, we still haven't been able to schedule anything, though their staff and secretaries said they were interested.
- A couple of months ago, Bill was asked by the department of Canadian Heritage and the Canadian Commission for UNESCO to attend a conference in Ottawa called Diversity of Content in the Digital Age. Only 60 people from around the world were invited to this. Bill was asked to give a speech on the importance of cultural diversity with respect to the UNESCO declaration and its importance in the development of digital production. Bill was pleased to represent our views at this conference.

#### **DGC ONTARIO HUB/OFFICES DISCUSSION** – presented by Alan Goluboff

- The Board is looking for a new home for DGC Ontario, and potentially for DGC National as well. As the lease is up in two years at 111 Peter St. and the cost to rent our current space is going up by more than double, the Future Directions Committee is looking in to properties to lease or buy. The Board's hope is to have a new space that could better service the Membership. Alan mentioned that DGC Ontario has the resources to go down the path of owning, so the Committee will be looking at properties in the upcoming weeks.
- Annie Bradley mentioned that this space would be a home for not only staff, but for the Members as well. The Board is looking into developing a multipurpose facility.

Q&A followed.

**NATIONAL PRESIDENT'S REPORT** – presented by Tim Southam

- Tim was impressed by how bargaining was conducted by Bill Skolnik, National Executive Director Dave Forget and Former National Executive Director Brian Baker. Tim thanked everyone for being collaborative and ensured the Membership that the intent is to continue making this contract better as we go along.
- The first National convention was held in October 2018. This incorporated a concept that was developed to have the all elected in one place for a meeting over a weekend and combined it with the notion of an electronic vote. The convention will happen every two years as National Board Members come up for election. Tim felt the convention was successful and thanked Dave Forget and National Director of Communications Ian Gillespie, along with the rest of the National staff for putting everything together.
- The DGC has been challenged by the Respectful Workplace wave to become better at responding to real complaints and confronting real abuse. The Guild is taking it very seriously and have even extended past the disciplinary process and into issues of workplace safety, working hours, mental health and all the things that might contribute to people engaging in behavior that is diminishing. The DGC is doing as much as possible to do better and make it clear to our engagers that they have a primary responsible to take this issue seriously.
- Tim encouraged those who are in the position to hire: Line Producers, Production Managers, and Directors who may end up in Producer-Director positions, to aggressively look at DGC lists and to recommend Canadians to studios on the service side, with the hope of trying to decrease the amount of permits.
- DGC National is constructively studying and exploring DGC Ontario's proposal regarding the new home of the Guild, but it is still too soon to make a decision.

**DGC MEMBER BENEFITS UPDATES, PUBLIC POLICY UPDATE** – presented by Dave Forget

*Public Policy*

- The Broadcasting and Telecommunications Act are both under review, and DGC is very much engaged in this process.
- One message the DGC wants to make clear on the Copyright Legislation is that Directors are Authors and the DGC is looking to see a change in the act that co-defines that and makes it clear.
- DGC National is working with a group of 250 NFB Directors to restore adequate investment in filmmaking.
- Two submissions to the CRTC that DGC has made recently are the Corus application to amend a condition of license, and reporting for broadcasters.

*Communications*

- DGC Members will soon have access to trained counsellors through a 24/7 Helpline that has been developed in partnership with ACTRA.

- Just Ask Campaign – The DGC will put a call out to Members asking them to volunteer to go out to one event during the Federal elections campaigns and ask a question. The idea is to have DGC Members be present and reinforce the importance of this industry.
- A big project for this year is a Mental Health Action Plan. Dave encouraged the Membership to fill out the Mental Health Survey that was recently sent to all Members, so that DGC can get a better idea of the reality of their world and formulate a plan. Focus groups will also be held to assist with this.

H&W plan

- There are 4 new additions that are now covered under the plan: in/out-patient drug and/or alcohol addiction treatment, MAP services for all DGC Members and families, critical illness insurance up to age 70, and enhanced survivor benefits.

Status of the Artist

- DGC National is surveying the Membership asking for information so they can get an idea of how many Members actually fall in this category and what National is bargaining for.

**LUNCH BREAK**

**SECRETARY-TREASURER'S REPORT** – presented by Andrew G. Munro

- DGC Ontario has had another great year, financially. Highlights include: Total revenue of about \$5.3 million, which is an increase of 8.5% over the previous year. Total expenses of \$3.9 million which is an increase of 7.6%. Net surplus is \$1.4 million, which is an increase of 11.1%. Net assets of \$10 million which is an increase of 7.3% over the previous year.
- The DGC National assessment is our contractual agreement to pay 15% of our revenues from the previous year. They have gone up \$63,000 because we had more revenues in 2018 than 2017. This is an 8.5% increase.
- DGC Ontario has a significant amount of money in investments, about \$9.6 million. Over the last 5 years, returns for the fixed income investments is about 2%, while Equity investments have been making about 11.3% on average for the last 3 years.
- Andrew thanked DGC Ontario staff and the Audit Committee for all their support and said he will continue to help if the new Secretary-Treasurer requires it. Andrew will also stay on the Board of the Creative Arts Savings & Credit Union to continue to represent DGC Ontario's interests.

You can read the full Secretary-Treasurer report [here](#).

Q&A followed.

**AUDITOR'S REPORT** – presented by Tom McGivney, Prentice Yates & Clark

- The role of the Auditor at the AGM is to confirm that all statements presented were true. Tom confirmed that everything Andrew reported was accurate.

- The financial position continues to be healthy with net assets of about \$10 million which represents about twice DGC Ontario's annual operating costs.
- Tom thanked the Audit Committee consisting of Andrew G. Munro, Lianne Seal and George Collaton, as well as Senior Finance Manager Ildiko Cimpean and Director of Operations & Corporate Administration Amanda Noye, for their assistance and cooperation during the audit process.

### **APPOINTMENT OF THE PUBLIC ACCOUNTANT**

Andrew G. Munro put forth a motion to retain Prentice, Yates & Clark as Auditors for DGC Ontario in 2019.

**MOTION:** Moved by: Andrew G. Munro  
 Seconded by: Luis Mendoza  
 To retain Prentice, Yates and Clark as Auditors for DGC Ontario for 2019  
 Motion Carried

### **MEMBERSHIP & TRAINING REPORT** – presented by Joanne Barrington

- Membership increased by 190, bringing the total to 2484 Full and Associate Members. There were 110 Apprentices accepted into the GAP program through the 2018 spring and fall intake.
- A total of 1382 Members attended the 102 courses offered in 2018.
- In 2018, the educational bursary offered 13 Members an opportunity to participate in training not offered through the DGC Ontario curriculum.
- In the first quarter of 2019, 36 courses have taken place, which were attended by 392 participants, including incoming GAP Apprentices.
- The Professional Training and Development program is excited to introduce a new mandatory supervisor series for Members upgrading to supervisory positions; the DGC Ontario Executive Board unanimously endorsed this. As of April 1<sup>st</sup>, those who qualify for an upgrade, but have not taken the supervisory course, will not be listed in the upgraded category on the website until they take the training.
- Courses will be offered quarterly and are available to anyone in any category. Those already listed in supervisory categories are not required to take the course, but it is still recommended for everyone.
- Joanne closed by thanking Member Services Manager David Seymour, Member Services Assistant Manager Cristy Becker and Member Services Administrative Coordinator Jenny Maltez, for their dedication to the welfare and personal development of the Membership.

You can read the full Membership & Training report [here](#).

## **CAUCUS REPORTS** – presented by Caucus Reps

The Caucus Reps presented their reports, which were posted online and can be read [here](#).

## **ELECTIONS FOR THE EXECUTIVE BOARD**

### **NOMINATIONS AND ELECTIONS OF OFFICERS AND CAUCUS REPRESENTATIVES**

Alan turned the meeting over to DGC Ontario Member Avrel Fisher Nominating Committee Chair, who reviewed the election process and opened the electoral segment of the 2019 AGM.

#### **OFFICERS**

##### **First Vice-Chair**

Nominees: Tamara Deverell, Steve Munro

Floor Nominees: None

**Tamara Deverell was elected to the position of First Vice-Chair.**

##### **Secretary-Treasurer**

Nominees: Lianne Seal

Floor Nominees: None

**Lianne Seal was elected to the position of Secretary-Treasurer by acclamation.**

#### **CAUCUS REPRESENTATIVES**

Nominees: David Hackl

Floor Nominees: None

**David Hackl was elected to the position of Directors Representative by acclamation.**

#### **Production**

Nominees: Anna Beben (incumbent)

Floor Nominees: None

**Anna Beben was elected by acclamation to the position of Production Department Representative by acclamation.**

#### **Editing**

Nominees: Richard Anobile, Doug Caron (incumbent)

Floor Nominees: None

**Doug Caron was elected to the position of Editing Department Representative.**

#### **Accounting**

Nominees: Gerry Alfonso, Karen Chandler, Mandy Ketcheson, Lenore Nemani, Vess Stoeva, Madeleine Wazana

Floor Nominees: None

**Gerry Alfonso was elected to the position of Accounting Department Representative.**

Avrel Fisher concluded the elections and thanked all the Members who ran for election, the scrutineers, and the staff for their help.

**MOTION:**      Moved by: Avrel Fisher  
                    Seconded by: TW Peacocke  
                    To hold the ballots for 90 days and then destroy them  
                    Motion Carried

Alan thanked Avrel for her hard work as the Nominating Committee Chair.

**NEW BUSINESS**

Alan Goluboff opened the floor to questions and comments.

Alan Goluboff welcomed the new Board Members and once again thanked T.W. Peacocke, Andrew G. Munro, Warren Sonoda and Marr Morgan for their contributions during their time on the Board, along with all the DGC Ontario staff.

Alan adjourned the meeting at 5:02 p.m.

## **SUMMARY OF MOTIONS**

**MOTION:** Moved by: Ann Bromley  
Seconded by: David Korchok  
To adopt the DGC Ontario March 23, 2019 AGM meeting Agenda with the addition of the Caucus reports to be presented after the Membership & Training Report  
Motion Carried

**MOTION:** Moved by: Andrew G. Munro  
Seconded by: Luis Mendoza  
To retain Prentice, Yates & Clark as Auditors for DGC Ontario for 2019  
Motion Carried

**MOTION:** Moved by: Avrel Fisher  
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To hold the ballots for 90 days and then destroy them  
Motion Carried