

**ACTRA TORONTO
COUNCIL MEETING
TUESDAY, MARCH 6, 2018**

PRESENT REGRETS

Theresa Tova, President (afternoon only)
David Sparrow, Past President
Richard Young, Treasurer
Wendy Crewson, VP, Member-at-Large
David Gale, Vice-President, Communications
Art Hindle, Vice-President, External Affairs
Clara Pasioka, Vice-President, Member Services
Shereen Airth
Salvatore Antonio
Rebecca Applebaum
Angela Asher
Linda Ballantyne, alternate for Catherine Disher
Aldrin Bundoc, alternate for Grace Lynn Kung
Tantoo Cardinal
Lisa Michelle Cornelius
Paul de La Rosa
Maria del Mar
Dan Iaboni, alternate for Debra McGrath
Leah Pinsent
Samora Smallwood, alternate for Nicole St. Martin, VP, Internal Affairs
Joanna Swan, alternate for Shawn Doyle
Joy Tanner
Joanne Vannicola, alternate for Heather Allin
Jean Yoon

COMMITTEE & MEMBER CAUCUS CHAIRS

Joe Doran, Chair, Apprentice Caucus
Constantine Meglis, Chair, Full Member Background Committee
Devanshu Narang, Chair, ACTRA Additional Background Performers

OBSERVERS

Heather Dick
Jorie Morrow
Jason Smith

ALSO PRESENT

Sue Milling, Executive Director, ACTRA Toronto
Alistair Hepburn, Director, Film, Television and Digital Media, ACTRA Toronto
Victoria Shen, Special Advisor, ACTRA Toronto
Nicole Valentin, Director, Member Services, ACTRA Toronto
Luca de Franco, Public Relations Officer
Karen Woolridge, Public Relations Officer
Elliott Anderson, Director, Public Policy and Communications, ACTRA National
Cathia Badiere, Director, Research, ACTRA National
Freda Merritt-Gambrill, Recording Secretary, ACTRA Toronto

The meeting was called to order at 10:10 a.m. with Vice-President, Communications, David Gale, in the Chair. The meeting commenced with the reading of the Land Acknowledgement and the ACTRA Toronto Equality Statement.

APPROVAL OF AGENDA

MOTION #1

Moved by Joy Tanner, seconded by Clara Pasieka:

“That the Agenda for the ACTRA Toronto Council Meeting of March 6, 2018, be accepted.”

CARRIED

Those present introduced themselves by sharing a little bit about themselves, what’s happening on set, etc.

APPROVAL OF MINUTES

Page 1: It was noted that Rebecca Applebaum was present in the afternoon only.

Page 6: *Treasurer’s Report* – 2nd paragraph, 2nd sentence under *Education*, sentence should read **Richard Young** ~~Joe Dora~~ said that, once the on-line Apprentice course is launched.

MOTION #2

Moved by Rebecca Applebaum, seconded by Art Hindle:

“That the Minutes of the ACTRA Toronto Council Meeting of February 6, 2018, be accepted.”

CARRIED

PRESIDENT’S REPORT

David Gale welcomed everyone present. On behalf of President Theresa Tova, he reported on the following:

- National Council weekend and thanks to all the Councillors for their participation.
- New Councillor Orientation.
- National Constitution and By-Laws Committee had its initial meeting.
- ACTRA National Women’s Committee’s *Woman of the Year 2018* award recipient is Rita Deverell.
- YEAA’s 72-hour film project was a success.
- Telefilm asked to meet with DGC, WGC, CMPA and ACTRA’ to discuss their plans to link funding criteria to harassment prevention.
- Attended and spoke at the celebration of Sean Mulcahy’s life at PAL on February 14th. There were six ACTRA Presidents present.
- Attended the Gala fundraiser at the Canadian Film Centre (CFC) with VP David Gale.
- Indra Escobar’s retirement party – staff and leaders celebrated 42 years of history and great and lasting friendships.
- Ms Tova attended the cocktail party honouring Governor General Julie Payette’s first official visit to Ontario. She was able to connect with industry leaders and government officials.

- She thanked ACTRA National for the 250 red scarves that were handed out at the Winter Member's Conference.
- Re the ACTRA Awards in Toronto, she said that she could not have been prouder to grab this moment in time to focus on women's voices, diversity, inclusion and standing together; from 13-year old Saara Chaudry to Jennifer Podemski's call to action and to know we can save lives! She thanked all the members and staff who volunteered to make it such a success.
- The Ad hoc Sexual Harassment Committee met to review the draft industry-wide code. This is hoped to be released on International Women's Day on March 8th.
- Ms Tova participated in the music industry-wide round table hosted by ACTRA National. Minister Melanie Joly attended by Skype.
- She spoke about our anti-harassment initiatives at the Toronto and York Labour Council.
- The National Theatre School has released a code and 11-page policy paper. They are interested in being involved in the industry-wide initiatives.
- Councillors were encouraged to join PAL Toronto for an annual \$20 membership fee.
- The Toronto Constitution and By-Laws Committee is working on recommendations to the National Committee changes to By-Law #7.

EXECUTIVE DIRECTOR'S REPORT

Sue Milling reported. We kicked off ACTRA's 75th Anniversary with a great celebration at the ACTRA Awards in Toronto on February 24th.

She said that what fuels and feeds the industry are tax credits. Jim Mirkopoulos, who is starting another production company, was on CBC Radio talking about the importance of tax credits. Mayor Tory will be going to LA in April to share the news of more studio space in Toronto. During TIFF we are going to put the emphasis of casting locally.

The reporting production statistics is postponed to the April Council meeting. The OMDC figures should also be available then. Ms Milling expects there to be a dip in the 2017 numbers as there were fewer features produced last year.

Several politicians attended the Oscars party in Toronto to celebrate *The Shape of Water*.

There was a brief discussion on self-tapes. A question was raised regarding the statistics of casting from self-tapes, particularly, as the cost is borne by the actors. We have audition sheets for in-person auditions, but there is no way to track self-tapes. Ms Milling reminded everyone that members can use the Gordon Pinsent Studio for self-tapes.

Audiobook production has grown. We are working out an arrangement with the CNIB where ACTRA members can volunteer to read for them and at the same time access clips for their demo reels.

IT TUTORIAL

IS staff helped Councillors to set up their ACTRA email accounts and to get on to ACTRA Online.

EXECUTIVE REPORTS

Vice-President, Member Services – Clara Pasieka: Ms Pasieka reported.

- YEAA held its first ever 72-hour film contest that cumulated in a lovely end of year celebration and screening.
- YEAA is discussing a 48-hour ACTRA PSA film contest.
- YEAA is in talks with a renewed sponsor. Report to follow.
- YEAA is reviewing its entire YEAA shorts and YEAA creates program.

Ms Milling requested that Committee Chairs co-ordinate with Karen Ritson regarding requests for sponsorships to avoid different committees approaching the same donor. In-kind donations should be vetted through each committee's staff liaison.

Treasurer – Richard Young: Mr. Young reported.

Education:

Apprentice Online Orientation course – The Apprentice Online Orientation course has been launched...softly. Meaning that is it now available for all apprentice members to take, and staff are starting to register members. In a month (after making sure there are no major issues), we will then have a hard launch with official communication. The plan is:

- Members who become apprentices after the hard launch date will have 3 months to either do the live or online course.
- Members who were apprentices before the hard launch date will have up until their 2019 renewal date to do the live or online course.

Using this course as a template, we will build additional online courses.

Respect On Set course – Victoria Shen has brought her expertise to retool the Respect On Set/Anti-Harassment course to make it even better. Member Services is working to sign up new ACTRA members (AABP/Apprentice/Full) for this course. As well, we are planning to train new instructors to teach this course in the coming months.

Ontario ACTRA Census: The research company is processing the data and we should be able to present preliminary findings at the April Council meeting.

Apprentice Caucus: Joe Doran, Chair, of the Apprentice Caucus reported.

The Apprentice Caucus met to elect executive members for the new term of office.

Mr. Doran said that he is pleased to continue as Caucus Chair and is supported by:

- Vice-Chair Michelle Roy
- Secretary (and former AABP Caucus Chair) Les Williams
- Members-at-Large Adam Nicholson, Ewa Green and Diana Bykhovsky

He is looking forward to working with this very capable team.

Richard Young, executive liaison to caucus, recently met with Mr. Williams and Mr. Doran to discuss caucus objectives. He thanked Mr. Young for his suggestions and look forward to working with him.

Diversity Committee: Co-Chairs, Lisa Michelle Cornelius and Samora Smallwood reported.

Ms Smallwood and Ms Cornelius held their first meeting as co-chairs of the Diversity Committee on Friday, February 16th. The committee's budget line items and an overview of the operating plan was discussed. The next meeting is on Friday, March 23rd at 11:00 a.m.

Toronto Black Film Festival (TBFF) – Ms Smallwood attended the Opening Gala & screening of *The Rape of Recy Taylor* for the Toronto Black Film Festival.

The ACTRA sponsored panel with Robi Reed (VP of Talent & Casting at BET) was well attended and an overall a success! A big hit for many of our members. The committee sent a follow up message to Robi's team to thank her and also to invite her to use Diversity.ActraOnline.ca when looking for Diverse talent on this side of the border. The committee hopes to continue the conversation with her regarding Casting Director Workshops, Go-Sees, Sandi Ross and other initiatives, going forward.

Winter Conference – While there was no session prepared specifically by the Diversity committee, the Co-Chairs, each hosted sessions on Headshots and a Master Class with Director Sudz Sutherland, respectively. The session with Sudz was very well attended and talked about by members who both participated and attended. The Committee's Executive liaison Richard Young also hosted Scriptwriting 101 and another session on how Take Control of Our Finances. A good number of volunteers covered the Diversity table as well.

Press - Ms Cornelius appeared on a panel discussing "Diversity in Film & TV" on CTV's new talk show *PopLife* hosted by Richard Crouse. Other panelists were Simu Liu of *Kim's Convenience* and Cameron Bailey, Artistic Director for TIFF. With only 15 minutes on air, the panel barely scratched the surface on this large topic, but Ms Cornelius was able to bring attention to a few of the initiatives the Diversity Committee puts forth to promote and engage diverse performers, including the Casting Go-Sees with US & Canadian Casting Directors, and sponsorship of various film festivals. Ms Cornelius thanked Ms Tova, Karl Pruner, Alistair Hepburn and Mr. Young for their help and input as she prepped for this opportunity.

Reminder – Members were reminded via social media and through the next meeting invite, to update their profiles on ACTRAOnline.

LGBTQ+ - This sub-committee will be meeting on Thursday, April 6th, and from 2:00 p.m. to 4:00 p.m. and will be chaired by Joanne Vannicola.

Diversity Advocate Report – submitted by Jani Lauzon

George Brown Advisory Group update: The advisory group has been working with Anna MacKay Smith to help realize a new program at George Brown. This program is to bridge the gap between theatre training programs and the specific needs of screen-based media for actors. Ms Lauzon is currently helping to disseminate this information as a member of the Advisory Group.

Bryn McCauley (who is also on the Advisory Group) and Ms Lauzon are working to help dispel the continued myths regarding ACTRA.

Media Acting – Graduate Intensive: The School of Media & Performing Arts – George Brown College Certificate – 7 weeks: May 7 to June 22, 2018, from 9:30am – 3:00pm Monday to Friday
This seven-week Film Acting Intensive is designed for theatre school graduates, who wish to acquire, develop and deepen their on-camera acting skills in order to move more confidently between worlds of stage and media.

Work with fourteen of Toronto's top film and media acting teachers.

Seven weeks (12 hours a week) of scene study starting with the transition techniques from theatre to film, as well as different genres in film and television - comedy, drama, medical, law, police dramas. Classes in Combat for Film, Animation, Audition for Film/TV, Audition for Commercials, New Technology - Motion Capture/Green Screen - all looking at making the transition from theatre to various media opportunities second nature. In addition, a weekly guest lecture series with professional directors, producers, actors and agents speaking on relevant topics within the field.

Cost \$2,100 for 161 hours of classes. Approx. 1/3 of the price of what you would pay for individual classes that would take years to find and finish.

imagineNATIVE Film Festival: We are early on in the process of negotiating the agreement for the support of the Script Lab series that we will be supporting this year.

Reel Abilities: We are waiting to hear about the potential intersections with this festival. We will be returning our support to Reel Abilities now that Catherine MacKinnon has wound down her Deaf Film Festival, which was our priority.

ODSP Coalition: We are currently in the beginning stages of planning a launch event for the new pamphlet we are creating that contains the updated information regarding the changes in grant status for artists with OSDP support. More information to follow.

Theresa Tova joined the meeting and assumed the chair.

CONFERENCE AND AWARDS DEBRIEF

Awards: The speeches were inspiring. There were complaints about the sound and a suggestion about the possibility of streaming the event. There was a discussion about the length of the show.

Linda Ballantyne suggested that there be two awards for the Voice category – one male and one female.

Conference: The sessions were informative. The Anti-harassment training was impressive.

This was the first conference that David Gale was not involved in and he thanked Rebecca Applebaum for her stepping up and doing a tremendous job. He noted that this was the 40th conference.

RECOMMENDATIONS OF AYA CHAIRS AND BG ADVOCATE

AYA: After seven years, Jennifer Higgin is stepping down as Chair of the *Act Your Age* Committee.

David Gale recommended that Heather Dick and Jorie Morrow be appointed as Co-Chairs of the Committee for the next two years.

Council accepted this recommendation.

BG Advocate: Ms Tova said that ACTRA Toronto had a call out for a BG Advocate. Three interviews were held. Council approved the recommendation that Shereen Airth be appointed as the BG Advocate for a two-year period. Ms Airth brings incredible knowledge to the portfolio

EXECUTIVE REPORTS (Continued)

President – Theresa Tova:

AABP Caucus – Devanshu Narang reported. He introduced himself as the newly elected Chair of the AABP Caucus. The other members of the caucus are: Vice-Chair – Mike Sheridan, Secretary – Judy Thrush and Member-at-Large – Verna Mail.

Mr. Narang said that the concerns of the AABP members were highlighted which included getting paid less than minimum wages (after deducting the 10%/15% commission for BG agents from what the AABP makes) and the exploitation at the hand of BG agents including and not limited to being asked to pay an exorbitant annual fees or being forced to give agent's address for payment of dues and then being asked to go their home/offices to collect the cheques.

The help and support of Council is requested at all times in lending their voice to the cause of AABP members, especially at the time of the IPA negotiations, to enable AABP being recognized by the IPA and getting their due respect.

ANTI-HARASSMENT UPDATE

The industry-wide Code of Conduct has sign-off from all the signatory parties. The working group on Education, Training and Awareness is looking at ways to share resources and fill in the gaps. They are also looking at producing a PSA.

The DGC has completed a cross-country listening tour. They produced 12 recommendations. The most common complaint they heard was of bullying. The common obstacle to reporting they heard was fear of retaliation.

The National Theatre School has created their own Code of Conduction. SAG has released a Code of Conduct, but it is not industry-wide. David Sparrow pointed out that Canada is the only country with a national industry-wide code of conduct.

The final draft of the Canadian Creative Industries Code of Conduct to Prevent and Respond to Harassment, Discrimination, Bullying and Violence was distributed to Council and positively received.

EXECUTIVE REPORTS (Continued)

Vice-President, External Affairs – Art Hindle: Mr. Hindle reported on the National Film Board figures. Mr. Hepburn said that the NFB's gender parity imitative saw 47 per cent of its films go to women last year, and 48 per cent of its funding go to women. Mixed-gender teams were also on the rise.

Vice-President, Member-at-Large – Wendy Crewson:

Industry Report:

- Independent filmmakers registered to speak with ACTRA in 10-minute mini-meetings at the "February Freeze" event hosted by WFW on February 6th. Industry Relations promoted engaging ACTRA performers and encouraged the filmmakers to connect with the union when ready to cast their productions
- Taisa Dekker spoke with a representative from the Kingston Film Office about outreach opportunities to promote engaging ACTRA talent in that city
- Ms Dekker connected with WIFT-T about an opportunity to educate their members taking part in a development incubator this June. This is an excellent opportunity to connect with the next generation of female content creators about the importance of engaging ACTRA talent

Audiobook News:

Penguin Random House: 25 books created from June 2017 to December 2018
17 books recorded so far in 2018; 20 books in development.

Independent Canadian Publishers: 61 books released so far; 90 books recorded out of 100
They want to continue working with ACTRA on at least 50 more titles.

ACTRA Toronto is sponsoring the Canadian Writers' Summit 2018 to promote engaging union voice talent on audiobook productions

Video Game News:

- Reached out to Ontario companies that received production funding from the CMF for video game projects
- Continue to meet with independent video game and VR/VFX studios interested in engaging ACTRA performers

Vice-President, Internal Affairs – Nicole St. Martin:

Conference: In an email, Ms St. Martin expressed huge thanks to all the committee members and staff who helped make this conference happen.

Rebecca Applebaum reported. The February Conference went very well and was successful on a lot of fronts.

Ms Applebaum said that she had the privilege of stepping into Ms St. Martin's shoes, helping with the conference while she was rehearsing in Edmonton for a show. In the process she came away with a deeper appreciation of everything that goes into this amazing event, which includes the amazing work of Karen Ritson, Ms St. Martin, the Conference Chair, and our incredible volunteer member/leaders in the Conference Committee who are responsible for programming and organizing individual sessions. There are many, many others who ensure the conference runs smoothly and effectively every time.

Almost 500 members attended the conference over 2 days.

Sessions included Breakfast with the cast of *Workin' Moms*, and Masterclasses with Sudz Sutherland and Adrienne Mitchell. There were also sessions about taxes, social media, gaming, financial literacy, self-taping for camera and for voice, guns on set, headshots, one-liner auditions, self-care, O-1 Visas, the union, finding a flexible job, demystifying information for members who work in background, navigating the industry as an actor, scriptwriting, producing, and improv. Mr. Young hosted a couple sessions, Shereen hosted a session, Lisa was point person on a couple sessions and hosted a session...

This year's 24-hour Film Challenge focused on gender equity and representation and asked participants to build their teams ensuring 2 of the 3 keys (Producer, Writer, Director) were female, as well as challenging them to pass the Bechdel test.

We had a very important AGM which featured a panel on The Law on Sexual Harassment led by ACTRA Toronto's Special Advisor, Victoria Shen who spoke along with Anna Matas from Lerner Lawyers and Deepa Mattoo, from the Barbra Schlifer Clinic. Together they very clearly communicated a tremendous amount of vital information and shared some very useful resources with our members.

We also screened the winner of the 24-hour Film Challenge, gave away some great prizes, and had two great wine & cheeses.

The free childcare is also offered and very appreciated.

Ms Applebaum said that she personally thinks that the conferences are fantastic, especially as someone whose involvement in the union can be directly traced back to attending conferences and participating in

Masterclasses. She feels that it's a fabulous way for to reach out to members and provides real value to each person who attends, as well as building a sense of community. She wanted to, once again, commend the union and everyone who is involved for everything they put into these great events.

Ms Tova thanked Mr. Sparrow for the gift of the red ACTRA National scarves for ACTRA Toronto members.

TAWC: Joanna Swan reported. TAWC will do a short film Creation Lab. Confirmed shoot dates are March 12 & 13.

In addition to the partnership with William F. White – now providing a full camera package as well as grip & lighting gear, TAWC has partnered with Urban Post Production for a little mentorship pre-shoot to prevent costly errors in post. They will also be supporting the team with full post production.

The Communications Sub-Committee has just launched their first ever online nomination form for the Nell Shipman Award. It can be accessed at <https://www.actratoronto.com/nell-shipman-award-nomination-form/>. Deadline is on March 16th at midnight, and online voting commences March 23rd. Co-chairs will be meeting with TIFF next week to discuss a potential partnership for our TAWC film festival, to highlight female driven ACTRA member productions.

Stunt Committee: Dan laboni said that the committee is still grappling with the results of the harassment survey. They are looking to improve standard and practices for Stunt Co-ordinators. They are conducting “talk sessions” with stunt performers who have been in the industry for 30+ years to talk about their experiences.

Full Member Background Committee: Following is the report from FMBG Chair, Constantine Meglis:

At their last meeting, the committee discussed the BG workshop scheduled for the winter conference. Encouraging all to attend.

The ACTRA Awards Gala – congrats to Maria Del Mar and her team – was probably the best organized and most enjoyable ACTRA awards in recent memory.

Matt Santoli, assistant to the Committee's video project coordinator producer and director Gayle Ye attended the last meeting to give a synopsis of all the work that had been done so far. Unfortunately, Matt resigned for personal reasons a few days later.

The Committee discussed the FMBG Committee election. After two terms and almost four years Mr. Meglis has decided not to seek re-election.

Vice-President, Communications – David Gale: Mr. Gale reported.

Awards: Mr. Gale thanked everyone who helped in the production of the ACTRA Awards in Toronto – 2018.

Website: We are in the process of revamping our website. There is a communications meeting on Thursday, March 8, 2018, at 10:00 a.m.

We are currently working on a podcast for our 75th Anniversary year.

AYA: Mr. Gale welcomed Ms Dick and Ms Morrow as the new Co-Chairs of AYA. He thanked Jennifer Higgin for her work on this committee.

Mr. Gale read Ms Higgin's, the out-going Chair, report into the minutes.

The Act Your Age Committee is now numbering over 120 people. Ms Higgin said that it has been her pleasure to serve the membership as Chair of this committee. It is a lively, energetic, fun, hireable group of actors. The group regularly take workshops to keep up their skills. She invited everyone to join them on March 23rd in the ACTRA Toronto Boardroom from 2:00 p.m. to 5:00 p.m. for a Laban Movement workshop.

For the past 5 years the committee members have performed at a Benefit evening with proceeds going to PAL Toronto and AFC.

Each year they celebrate the members who have turned "4 Score" by taking them to a special High Tea. They have feted 17 members to date.

AYA's 3 Advocacy videos are on the Act Your Age Committee page of actratoronto.com.

Ms Higgin said that now it is time to turn over the reins to a new Chair. In the future, Council will hear from Co-Chairs Heather Dick and Jorie Morrow as they steer the committee with new insights, new energy, and new ideas.

And at the helm will be Executive member David Gale. She said that Mr. Gale has been a huge help to her over the past year; she feels very fortunate to know him. Also, Karen Ritson, Sue Milling, and the staff of ACTRA Toronto have lent their encouragement, support and expertise and she thanked them with all her heart. Theresa Tova took the ball and really ran with it. I have to say that I am a better person for having worked alongside Tova. "Thank you, my friend."

Ms Tova mentioned that then president Karl Pruner asked Tova to get AYA off the ground originally as an Actors Gym. It ran for almost seven years chaired by Tova with Cayle Chernin, before it became a committee.

Past President – David Sparrow: Mr. Sparrow invited Linda Ballantyne, Co-Chair of the *Voice Committee* to give her report. She said that the committee has formed a lot of sub-committees, the latest one being the Animation sub-committee.

Ms Ballantyne reiterated her request for two voice Awards – for Male and Female.

NATIONAL REPORT

National President David Sparrow gave a brief report. He reported on NAFTA and the Broadcast Act, and activities ACTRA National is involved with together with industry partners.

OTHER BUSINESS

- Submissions are now open for the Cayle Chernin Award. The deadline is March 17th. The prize is \$2,500 in cash and \$2,500 in kind (equipment donation from William F. White).
- Mr. Gale will Chair the next Council meeting.

THE MEETING ADJOURNED AT 4:27 P.M.