



CFRU Board of Directors Meeting Agenda/ Minutes

Meeting Arrangements

Location: Room 430 University Centre

Date/Time: Monday, September 30, 2013 at 6:00

Attendance

Invited: Barry Rooke/Student (Station Manager) [2014], Andrea Patehviri/Student (Chair) [2014] Hong Lam/Student (Secretary) [2014], April Clyburne-Sherin/Student (Treasurer) [2014], Kathryn Harvey Community/Faculty (Staff Liason) [2014], Ron Gaskin/Community [2014], Karen Kew/ Community [2014], Gabriel Ene/Student [2014], Adam Dams [2014], Kurt Hundeck [2014]

Regrets: Ron Gaskin

Absent:



CFRU Board of Directors Meeting Agenda/ Minutes

Agenda and Minutes

#	Agenda Items	Speaker	Time (mins)	Notes
1	Call to order	Andrea	06:05:00	
2	Approval of the agenda	Andrea	06:05:00	– possible discussion of strategic planning – added as Item 16
3	Approval of previous meeting minutes	Andrea	06:07:00	
4	Message from the Chair / Welcome to new members	Andrea	06:08:00	– Welcome Adam Dams to the board / intro to the board members –
5	Big Umbrella - Farmer's Market	Magee McGuire	06:12:00	– organized a not for profit called Big Umbrella that talks about upcoming events – also sells some CFRU merchandise – request CFRU to continue to support the operation moving forward – for \$175.00 – Motion: to keep providing \$175.00 to the Big Umbrella for the year – seconded by Gabriel – passed
6	Station Manager Report / Financial Report	Barry	06:17:00	– some discussion of backing up information and transferring information from one computer to a new laptop – slightly behind schedule due to the transition phase – questions about RYV campaign in terms of budget: may be done by November, focus on



CFRU Board of Directors Meeting Agenda/ Minutes

				<p>digital media</p> <ul style="list-style-type: none"> - will need to change the budget to make the fundraising more successful – but visioning will be discussed later - goal of \$1500 for fundraising merchandise - will be left to decide over email in later discussion if necessary - a note of increase in health benefits – addition of \$700/year - report for volunteer funding for festivals – two staff members replied, which is a disappointment upon the representation of the staff to the board <ul style="list-style-type: none"> - The board is expecting the rest of the reports to be sent in by the next meeting or earlier - credit card on its way - mention of the CUPE strike – CFRU will try to be open but may require the help of board members to maintain the station to be open - Steve's purchase request for new microphones and speakers <ul style="list-style-type: none"> - Motion to approve Steve's request for purchases by Adam Dams, seconded by Kathryn - passed - Polylingual job application has been approved, will start advertising by October,
--	--	--	--	--



CFRU Board of Directors Meeting Agenda/ Minutes

				<p>and hiring will start by November's AGM</p> <ul style="list-style-type: none"> – may delay the hiring until later in the year or even to January due to bargaining – if cut down to shorter contract, they may end up working longer hours – may not work out in reality – could be split to hire three positions for three months, and then repeat that process for the later three months – to ensure the project is manageable and logistically viable. – have Barry meet with funding to see if possible to modify the grant
7	Social Media Policy	Barry	06:55:00	<ul style="list-style-type: none"> – first draft to create as guidelines before new job opportunities pop up – lack of staff review over the policy – but the review of the policy may be deferred to the next meeting – Motion: to defer the Social Media Policy by the next meeting, and to discuss by email beforehand
8	Accessibility Policy	Barry	07:11:00	<ul style="list-style-type: none"> – drafted a policy for staff review and keyed on peer reviews – almost done, just needs to see some approval on what the general idea of accessibility can work for the station – can be seen as a part of the anti-oppression policy – has not been sent; will be reviewed later on

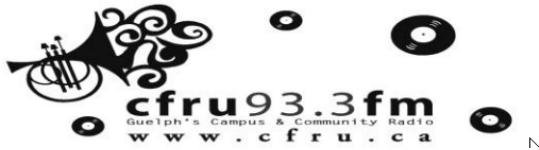
CFRU Board of Directors Meeting Agenda/ Minutes

				either through email or by the next meeting
9	Terms of Reference for Committees	Barry	07:17:00	<ul style="list-style-type: none"> - draft of ToR for five committees, with evidence of who drafted, who reviewed, who approved - Motion: accept the ToR for the Bargaining, Grievance, Programming, Technical, and Management committees that was presented in the package, seconded by Kathryn - passed
10	Finance Committee – Credit Card	Barry	07:23:00	<ul style="list-style-type: none"> - waiting to hear back from Meridian with set of agreement for a credit card that will be put in place, will allow Finance committee for the people who have signing authority (Chair, Treasurer, Station Management) to use the card for certain spending – limit is \$1000
11	Board Executive	Andrea	07:27:00	<ul style="list-style-type: none"> - still looking for Vice-Chair, who can help with finding the Station Manager and help with chairing the Nomination Committee - Karen has nominated herself to be Vice-Chair - passed
12	AGM Discussion		07:31:00	<ul style="list-style-type: none"> - AGM discussion - not an open forum, but is rather a strong and structured format for people to look over and follow - decide who is going to run the AGM and then what the expectations from other board members are - agenda to keep everything following as close to the basic CFRU agenda, and then



CFRU Board of Directors Meeting Agenda/ Minutes

				<p>open the floor to volunteers later as the last item on the agenda (or on a different meeting)</p> <ul style="list-style-type: none"> - may need to modify the agenda later
13	Committee assignments	Andrea	07:42:00	<ul style="list-style-type: none"> - Some committees have put up their report, - Wiki page may be on indefinite hiatus until further notice - there may be some added work to the Google Volunteer pages
14	Other business	Andrea	07:49:00	<ul style="list-style-type: none"> - nothing to report
15	Motion to move in camera	Andrea	07:49:00	<ul style="list-style-type: none"> - Seconded by April - passed
16	Motion to move out of camera	Andrea	08:31:00	<ul style="list-style-type: none"> - Seconded by Hong - passed
17	Strategic Planning	Andrea	N/a	
18	Adjournment	Andrea	08:31:00	



CFRU Board of Directors Meeting Agenda/ Minutes

Agreed Action Points

What?	Who?	Deadline	Status	Notes
Add in edits under Social Media Policy	Barry	Next meeting		