



CFRU Board of Directors Meeting Agenda

Meeting Arrangements

Location: Room 430 University Centre

Date/Time: Monday, April. 25th at 5:30pm

Attendance

Invited: Vish Khanna (Station Manager), Karen Kew/Community (Chair), Alan Sovran/Community (Vice-Chair), Michael Treadgold/Community (Treasurer), Alex Harris/Faculty (Secretary), Liam Paddock/Student (Staff Liaison), Brooke Wallace/Student, Salma Mobasher/Student, Xander Huggins/Student, Rachel Elliott/Faculty, Will Wellington/Community

Present: Vish Khanna (Station Manager), Michael Treadgold/Community (Treasurer), Alex Harris/Faculty (Secretary), Liam Paddock/Student (Staff Liaison), Brooke Wallace/Student, Salma Mobasher/Student, Rachel Elliott/Faculty, Will Wellington/Community

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Agenda and Minutes

#	Agenda Items	Speaker	Time	Notes
1	Call to order	Liam	5:32	
2	Approval of the agenda	Liam	5:33	
3	Approval of previous meeting minutes	Liam	5:34	Motion to approve agenda via email: Will Seconded: Salma
4	Message from the Chair	All	5:35	Motion to approve agenda via email: Will Seconded: Liam
5	Station Manager Report	Vish	5:36	Vish: <ul style="list-style-type: none"> • Bargaining is going well, the bargaining committee intends to meet more frequently with staff to speed up the process. Proposed MSC Coordinator position was submitted to CUPE. We are hoping this position will be 20 hours per week. Current position is only 5 hrs/week in the field. New position will incorporate both office and field work. • The budget redux was a success, and the • Mina will be working the VC position until end of June. Steve Mason's one year leave

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				<p>extension was granted until May 1st 2017. Mina is will help to oversee the transition to the next VC.</p> <ul style="list-style-type: none"> • Call for new MSC and VC positions will only be done once the Collective Agreement is negotiated. This means we are hoping to ratify the CA before Mina leaves and is still around to oversee the transition.
6	Budget Review	All (led by Mike + Vish)	5:50	<p>Mike:</p> <ul style="list-style-type: none"> • Student fees for this year came in lower than projected. This could be the start of a bad sign considering student fees • The nature of bargaining is that staff salaries may increase, so our expenses may increase while income lowers due to student fees. • There was a difference of \$~4000 between the projected and actual income (student fees down). • It would be a good idea as a Board to soon come up with a plan to pursue alternative income sources besides student fees. • The tech budget is an area where we may be able to shave off some expenses, due to over-budgeting by the Tech Committee. • We are forecasting an approximately 1% deficit for the coming year. Even though we approved

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				<p>a \$37000 deficit for the last year, we are running at a \$9644.86 surplus this year. Due in part to luck (no tech breakdowns etc.) and thriftiness by staff.</p> <ul style="list-style-type: none"> • It will be best NOT to lump in health plans, WSIB etc. with wages/salaries in order to better assess the financial situation. • Some changes may come to reflect trends in spending at the station. These will be important updates to our budgets to keep our projections and actuals closer together. <p>Alex: Why was there no fundraising planned for this year considering...</p> <p>Vish: There was a lot of effort involved with fundraising and it was not necessarily paying off. We were often not meeting our fundraising goals, yet continuing with the campaigns anyway and still surviving. This has bad optics for the actual need of fundraising from the community. Staff decided that it was more prudent to put efforts elsewhere to find new income sources. There was also extra strain on staff and generally little enthusiasm. This was the first year that we have had a successful advertising income, so this is reflective of refocusing our efforts.</p> <p>Mike: The fundraising campaign often was</p>
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				<p>ineffective in terms of the amount of money spent vs. what we would take in. The events we ran were expensive (ie. Spend \$6000 to make \$8000)</p> <p>Alex: Agree that we stop fundraising if it's ineffective. But we need to properly refocus those efforts to find other sources of income.</p> <p>Liam: Question about tech budget: The tech budget includes 'Repairs and Maintenance', but the overall station budget also includes a line call 'Repairs and Maintenance'. Is there a difference between the two?</p> <p>Vish: Yes, one is for tech specifically. And one is more for operational expenses/maintenance and general station problems (ie fixing a shelf). It is probably a good idea to distinguish these two, as to help minimize line items in the budget. There are some items that need to be cleaned up so that they are not overlapping.</p> <p>Liam: There is a line for Volunteer Development where less than half the budget was spent. Can we improve this?</p> <p>Vish: Some items will need to be adjusted based on trends. In the past it may have been higher, and very low this year. So we have not significantly reduced this item <i>right now</i> because it has been spent in the past. We could also do a better job promoting the Volunteer</p>
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				Development fund so all the money is spent.
7	Strike Diversity and Inclusion Committee	All	6:20	<p>Last meeting we decided that we needed to strike the Diversity and Inclusion Committee. Who will join?</p> <ul style="list-style-type: none"> • Will Wellington, Liam Paddock and Salma Mobasher will join the Committee. • Terms of Reference will be decided by the Board by the next meeting.
8	Other business	All	6:30	<p>Summer meetings: Does the board need to meet every month in the summer? Typically there are not Board meetings in July and August unless necessary.</p> <p>Motion for CFRU Board to not meet in July: Mike Second: Brooke Approved unanimously.</p>
9	Motion to move in camera	Liam	6:35	<p>Motion to move in camera: Will Second: Salma Approved unanimously.</p>
10	Motion to move out of camera	Liam	6:57	<p>Motion to move out of camera: Salma Second: Will Approved unanimously.</p>
11	Adjournment	Liam	7:02	<p>Motion to adjourn: Alex Second: Will Approved unanimously.</p>



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Agreed Action Points

What?	Who?	Deadline	Status	Notes
Email staff inquiring about member for Diversity and Inclusion Committee	Vish	Friday, May 13 th , 2016		
Define Terms of Reference for Diversity and Inclusion Committee	Board of Directors	Monday, May 30 th , 2016 (next meeting)		
Contact Diversity and Human Rights on campus for advice on Terms of Reference for Diversity and Inclusion Committee	Vish	Monday, May 30 th , 2016 (next meeting)		