



## **CFRU Board of Directors Meeting Agenda**

### **Meeting Arrangements**

**Location:** Room 429 University Centre

**Date/Time:** Monday, November 28<sup>th</sup> 2016 @ 5:30PM

### **Attendance**

**Invited:** Vish Khanna (Station Manager), Karen Kew/Community (Chair-outgoing), Alan Sovran/Community (Vice-Chair), Michael Treadgold/Community (Treasurer), Alex Harris/Faculty (Secretary), Liam Paddock/Student (Staff Liaison-outgoing), Brooke Wallace/Student, Salma Mobasher/Student, Rachel Elliott/Faculty, Joel Cuthbert/Community (incoming), Chelsea Cockshutt/Community (incoming), Ntokozo Mpofo/student (incoming), Katherine Dhielen/Student (incoming)

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### Agenda and Minutes

#	Agenda Items	Speaker	Time	Notes
1	Call to order	Alex	5:31	
2	Approval of the agenda	Alex	5:32	<b>Motion to approve the agenda by moved by Joel, seconded by Brooke, carried unanimously.</b>
3	Approval of previous meeting minutes	Alex	5:32	<b>Motion to approve the previous meeting minutes by moved Rachel, seconded by Mike, carried unanimously.</b>
4	Selection of new board executive	All	5:34	<ul style="list-style-type: none"> <li>• Some new positions will need to be filled due to previous members leaving, and signing authorities updated.</li> <li>• After discussion, the new executive will be structured as follows: <ul style="list-style-type: none"> <li>○ Chair - Alex Harris (signatory)</li> <li>○ Vice-Chair - Alan Sovran</li> <li>○ Secretary – Rachel Elliott</li> <li>○ Treasurer - Mike Treadgold (signatory)</li> <li>○ Staff Liaison - Brooke Wallace</li> </ul> </li> </ul>
5	Station Manager Report	Vish	5:48	<ul style="list-style-type: none"> <li>• Only a few small items to discuss outside of written report in the Board package (refer to Board package for details).</li> <li>• Friends of CFRU – part of Downtown Guelph Business Association.</li> </ul>

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				<ul style="list-style-type: none"> <li>○ Purchasers of the card will receive discounts at numerous Guelph businesses.</li> <li>○ Card is for sale for \$15. For the month of December will include a t-shirt for \$20.</li> <li>○ The program is of little cost to CFRU, aside from production of cards and small losses on shirt package discount. Overall an efficient use of promotion funds.</li> </ul> <ul style="list-style-type: none"> <li>● Any Goodman of Democracy Now! (a CFRU staple) may be visiting Guelph to speak, presented by CFRU. With our new insurance policy, we should be in good standing to host the event.</li> </ul>
6	<b>Financial Update</b>	Mike + Vish	6:15	<ul style="list-style-type: none"> <li>● Usually our funding is only received in April and February. This income changes every time, because it is based on enrollment. Our 12 month budget is usually based on forecasts from the university. This makes it hard to predict the budget because our projections rarely match exactly with what the university gives us.</li> <li>● Modifying the fiscal year to Sept 1st to Aug 31st would allow for better projections. <ul style="list-style-type: none"> <li>○ Our accountant Ted Smith, has confirmed this would help us and not interfere with anything financially. Currently the fiscal is May 1st-April 30th.</li> </ul> </li> </ul>

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				<p><b>Motion to change the fiscal year from May 1<sup>st</sup> April 31<sup>st</sup> to September 1<sup>st</sup>-August 31<sup>st</sup> moved by Joel, seconded by Salma, carried unanimously.</b></p> <ul style="list-style-type: none"> <li>• We are currently predicting a surplus based on increased student revenue. <ul style="list-style-type: none"> <li>○ In light of this, it is proposed that Jenny Mitchell be offered an extra 5 hours of work per week, bringing her total to 25 hrs.</li> </ul> </li> <li>• What if we can't maintain (afford) to pay 25hrs/week for Jenny once her current contract ends? How will the Union be involved? <ul style="list-style-type: none"> <li>○ There would be an MOU. The next contract would not necessarily begin at 25 hours again if the budget does not allow it.</li> </ul> </li> </ul> <p><b>Motion to increase paid working hours of Jenny Mitchell from 20hrs/week to 25hrs/week moved by Joel, seconded by Brooke, carried unanimously.</b></p>
7	<b>Updates to Committees</b>	All	6:27	<p>Committee positions will need to be filled due to some Board members leaving.</p> <ul style="list-style-type: none"> <li>• Rachel Elliot will sit on the Diversity and Inclusion Committee.</li> <li>• Joel Cuthbert will sit on the Programming Committee.</li> </ul>

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				<ul style="list-style-type: none"> <li>Remaining Committee positions will be filled at the next meeting, once new members have had a chance to look over the possible positions.</li> </ul>
	Other business	All	6:35	None
	Motion to move in camera	Alex	6:36	<b>Motion to move in-camera by Salma, seconded by Brooke, carried unanimously.</b>
	Motion to move out of camera	Alex	6:40	<b>Motion to move out-of-camera by Salma, seconded by Mike, carried unanimously.</b>
	Adjournment	Alex		<b>Motion to move adjourn the meeting by Salma, seconded by Joel, carried unanimously.</b>

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### Agreed Action Items

<b>What?</b>	<b>Who?</b>	<b>Deadline</b>	<b>Status</b>	<b>Notes</b>
Update board listserv with new members + remove Xander	Vish	Next meeting	Complete	
Contact Meridian to remove old signatories and add Alex and Mike	Vish	ASAP	In-progress	
Contact Ted (accountant) to change fiscal year	Vish	ASAP	?	
Distribute Committee members list for 2016-2017	Mike	ASAP	Complete	Still need to fill some positions