



Board of Directors Meeting Agenda

Date:	Wednesday March 25, 2026
Time:	6:00 pm Hybrid In person at: CFRU Station Online at: https://us02web.zoom.us/j/84776963431?pwd=Rbc3TW02GOkatxWeNgDZG1KOco50aF.1 Meeting ID: 847 7696 3431 Passcode: crfu
Attendees	In-person: Mike, Amir, Angelina, Ramya. Online: Chelsey, Olivier, LongFei.

Call to order @ 6:06 PM.

Approval of the agenda.

Mike MOTIONED; Ramya SECONDED—approved.

Approval of previous meeting minutes.[not submitted yet]

Needs finalizing.

Committee Reports

None

Agenda Item	Purpose	Lead	Duration	Motion
Finance	Monthly finance update.	Claire	N/A	To approve the funding for staff development to be \$3000.00 per staff member for the year. In addition,



Board of Directors Meeting Agenda

				<p>the Board approves the funding for Board Member attendance at the NCRC to be \$2000.00 per Member. Amir MOTIONED; Mike SECONDED. All in favor.</p>
<p>Notes</p>	<ul style="list-style-type: none"> ● The amount for Staff/BoD/Volunteer development may need to increase. Claire is looking into hotel fees and to see which staff is interested. ● Able to apply to NCRA for funding. ● The amount was increased last year, from \$700.00 to \$1000.00-\$1200.00, with last year seeing a value of \$3000.00. ● Proximity allows for volunteers to join. This may require an increase in funding. See minutes of last year for the reason for an increase to \$3000.00. ● Accessibility costs: the cost of supporting a wheelchair user with transport needs accounting. <ul style="list-style-type: none"> ○ Is the space accessible? To contact the NCRA. ● Chelsey asked for Olivier, as Staff Liaison, to be a touch point with the accessibility plan. ● Many spaces can be reached out for funding for accessibility costs particularly. ● Volunteers may express interest to join; \$1500.00. <ul style="list-style-type: none"> ○ Usually the number of volunteers is determined on a first-come first-serve basis with a fixed total subsidy amount. ○ \$500.00 each. ● Due to costs, make a special NCRC fund; expensive but worth it. ● This business item is only for the May conference with regards to staff development. ● For staff specific, Bryan requested extra for the Diyode membership. <ul style="list-style-type: none"> ○ Christopher suggested it would be fairer for all staff to receive equal amounts. ○ Ian proposed \$1500.00 + NCRA per staff person. <ul style="list-style-type: none"> ■ This is total for the year. ○ Chelsey returned to the \$3000.00 per staff as was the case last year. 			



Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> ○ Bryan may spend a lot because of Diyode. ○ Board to use the same numbers as last year. ● Professional fees increased due to paying the HR Consultancy in the fall. ● More revenue than expected. \$14,000.00 dedicated to studio renovations. ● Claire to update the forecast once the Board confirms who therein is going. (\$2000.00 per Board member). 			
Staff Liaison Updates	Things the Board should know from the Staff.	Olivier	N/A	None.
Notes	<ul style="list-style-type: none"> ● Nothing in particular to update. 			
Capital Purchase Requests	Station capital updates regarding tech equipment and maintenance.	Bryan	N/A	MOTION the approval of \$5,500.00 to purchase new computers plus any necessary accessories and warranties. Amir MOTIONS; Angelina SECONDS. All in favor.
	<ul style="list-style-type: none"> ● Bryan shared numbers on tech equipment and maintenance lines. ● Capital expenses have not been as spent as the above two. ● Some computers need updating due to age, without which, some data may be lost. ● Hence, Bryan wants to get new computers, with better specs. ● \$2500.00 per unit from Best Buy and an additional \$1500.00 for an SSD. <ul style="list-style-type: none"> ○ Bryan wants permission to make this purchase. ● The computers either downcycled or given to wanting volunteers. <ul style="list-style-type: none"> ○ Chelsey suggested the Guelph Tool Library. 			
Accessibility Renovation Update	Updates on the accessibility renovations ongoing with the Station.	Bryan	N/A	None.
Notes	<ul style="list-style-type: none"> ● Possibility of paying Mike to be an Accessibility Consultant. 			



Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> ○ Mike would need to step down from the Board. ● Estimated \$15,000.00 to widen the door entrances. ● Thinking of adding an additional ramp that goes to the fire exit. This would require moving the door of the tech room. ● In talk with the University Centre. Approved. ● The Station will be closed during renovations for 5 to 7 days. 			
Board Training	Reminder for the trainings that need to be completed by the Board.	Claire	N/A	MOTION Chelsey to provide anti-oppression training for 1 hour at the beginning of an upcoming meeting. Mike MOTIONS; Ramya SECONDED. All in favor.
Notes	<ul style="list-style-type: none"> ● Anti-Harassment and Violence - required by Canadian law. Please complete the training Claire sent. <ul style="list-style-type: none"> ○ Claire sent it by email after purchasing six courses for six new Board members. ○ Follow up with Josh: make a folder in the Board & Staff drive to access Anti-Harrasment and Violence. ● Claire thanked everyone who came to the Anti-Oppression training. <ul style="list-style-type: none"> ○ Those who need to do it can do it on CourseLink through one of their available modules. <ul style="list-style-type: none"> ■ Yet, bylaws specify anti-oppression training must be in-person. ■ There is room for the in-person to be waived at Board agreement. ■ The bylaws add the Board determines who a qualified individual is. ● Chelsey did the anti-oppression with OPIRG and GRCED. Better than what CFRU usually offers. <ul style="list-style-type: none"> ○ Chelsey is somewhat qualified to train anti-oppression. ○ Adding 1 hour into one of the BOD meetings to do the anti-oppression. 			
Music Coordinator	Extending Megan's contract	Claire	N/A	MOTION the



Board of Directors Meeting Agenda

Business	and Alex's RSP.			extension of Megan's contract to May 21st, 2026. Ramya MOTIONED; Mike SECONDED. All in favor.
Notes	<ul style="list-style-type: none"> ● Extending Megan's contract to May 21st. <ul style="list-style-type: none"> ○ Megan's contract expires in April, thus it needs further extending until the date Alex is dated to return on May 21st. <ul style="list-style-type: none"> ■ There may be some overlap. ■ Thus this serves as a clarification that at the latest, until May 21st, Megan keeps the position. ○ In-camera formal update at the next meeting to discuss Alex's return. ○ Claire worried that extending to May 21st does not give enough time to further extend if Alex seeks to extend her leave beyond May 21st. <ul style="list-style-type: none"> ■ This discussion will be handled by the Board in-camera. ● Does Alex have to pay back her RSP contributions since she left? (\$75/month) <ul style="list-style-type: none"> ○ Each employee of CFRU gets \$75.00 into the Meridian RSP account for retirement. ○ There then was the question of Alex's contributions given she has not been working. ○ Tabled for April. 			
Nominations Committee Update	Update on new potential Board Directors.	Ramya	N/A	None.
Notes	<ul style="list-style-type: none"> ● Having a treasurer on the board is not mandatory according to the CRTC. ● Unless something has changed, Rickky's contract ends on April 1st, 2026. Unless anything changes, he would be eligible to rejoin the board as treasurer for April's meeting. ● However, the Nominations Committee will be establishing a set of guidelines for recruitment in the near future. To be further discussed at the Board visioning meeting. 			
New Board Member Fiduciary and	Reminder on the signing and completion of the forms.	Claire	N/A	N/A.



Board of Directors Meeting Agenda

Affirmation forms				
Notes	<ul style="list-style-type: none"> • Claire wanted to combine these two forms into one. These need signing upon joining the Board. • Could have both signed at a meeting. <ul style="list-style-type: none"> ◦ Claire can print them now and have them signed now. • The signed documents of these could go into the same folder as the Anti-Harrasment and Violence training. 			
Striking the Fundraising Committee	As a response to Bill 33 and to contribute to the long-term sustainability of the Station.	Ramya	N/A	None.
Notes	<ul style="list-style-type: none"> • Starting to think of the long-term methods by which the Station can raise funds to maintain the Station. <ul style="list-style-type: none"> ◦ For the worst case scenario. • Mike and Amir are interested in joining. • The Media Lab team would be worth reaching out to, especially for promotional facets. Ramya will reach out. 			
Programming Committee	Updates and deciding which Board members will be voting members on the committee.	Christopher	N/A	None.
Notes	<ul style="list-style-type: none"> • Christopher sent out a batch of show descriptions to make a decision on what is and is not to be approved for airing. <ul style="list-style-type: none"> ◦ Duplicate recordings from January. • Christopher contacted four Board directors who sought to join the Programming Committee. <ul style="list-style-type: none"> ◦ Any Director can join for discussion, but not necessarily voting. • The Directors are to decide amongst themselves who is voting and who is discussing. 			
Board Communications & Files Management	Suggesting better communications and checking on files systems/management.	Amir	N/A	None.
Notes	<ul style="list-style-type: none"> • Amir proposes using Discord for effective communications. <ul style="list-style-type: none"> ◦ Not everyone has it. ◦ Special channel and permissions required. <ul style="list-style-type: none"> ■ Approved. • Amir facing issues with receiving emails sent to board@cfriu.ca . 			



Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> ○ Removing the UofG email from the list. ○ Could be other issues. <ul style="list-style-type: none"> ■ Anyone else with such a problem to email Claire. ● Board Drive Access. <ul style="list-style-type: none"> ○ See the above minutes; email Claire and Chelsey together. 			
Scholarships & Awards	Opening Ian's scholarship and setting up a new award.	Claire	N/A	None.
Notes	<ul style="list-style-type: none"> ● Ian's volunteer scholarship. The deadline is May 15. <ul style="list-style-type: none"> ○ It will be opening up automatically. ● New award update: \$1000.00 offered by Kate Hoad-Reddick. <ul style="list-style-type: none"> ○ Discussing with the Student Financial Services if it should be an honorarium or a scholarship. <ul style="list-style-type: none"> ■ Scholarship has the issue of anyone can apply, whereas honorarium can be granted by staff based on involvement knowledge. ■ Since it is a survey, this can be worked around by asking how many hours have been committed. ● Who is to provide honorarium? An issue with this also is that it has to be reported as income. <ul style="list-style-type: none"> ○ To resolve, considering what benefits both parties; CFRU time and students' involvement. <ul style="list-style-type: none"> ■ Solidifying the process. ● No motion needed for this. 			
Defining Amir's Secretary Responsibilities	For adjustment and clarity.	Chelsey	N/A	N/A.
Notes	<ul style="list-style-type: none"> ● For food and room order/booking, just letting Olivier and Claire know, so they can do their tasks. 			
Other Business	Additional Discussion	All	N/A	None.
Notes	<ul style="list-style-type: none"> ● More information needed on requirements/topics for the 'Boards Best Practices' document, as well as medical setbacks. <ul style="list-style-type: none"> ○ Update from Ramya. Unexpected circumstances led to this document not being worked on, but it will be worked on soon. ○ Also needing information on it. 			

Adjourned @ 8:09 PM.