



Board Meeting Minutes

Monday, March 13, 2023

Room 227 Riddell Centre, 3737 Wascana Parkway

Following are the minutes from The Carillon Newspaper Inc.'s March 2023 board of directors meeting.

On Behalf of the Board

Executive Director (business manager)

Date



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Monday, March 13, 2023

Room 227 Riddell Centre, 3737 Wascana Parkway

Date/Time: March 13, 2023 at 7 p.m.

Present: Holly Funk, Thomas Czinkota, Hammad Ali, Shae Sackman, Amina Salah

Regards (24hrs notice):

Absent: Will Bright

Chair: Hammad Ali

Agenda

Old Business (editor-in-chief)

- Kate Sveinbjornson quit via Slack message on February 9 following the meeting to relay she had one week to prepare a defense on February 8
- Mehnoush is still in the process of securing an URSU communication point so we can be updated/get updates on work requests through FAMIS
- Still no word from Gurjinder Singh Lehal after the response to his unpublishing request
- Corporation (through Gerrand Rath Johnson LLP) and Libel & Slander (Holly) ISC registrations are now complete, will need to check Libel & Slander again in/slightly before June
- Mehnoush and I met with Talha in mid-February to talk about getting an URSU point person in place for our work force/FAMIS orders, and he's currently looking into setting up an option for us

Old Business (business manager)

- Dustin Smith has officially been removed from bank signing authority so Thomas is on with Holly, and we have a meeting on Thursday, March 16 to get Hammad approved for signing authority as board chair
- Still awaiting pending approval from CRA to be the authority on the account. Right now its still John as we discovered on Feb 22nd that it had not been updated since at least 2019. Can't actually finalize items with CRA until this is completed. This includes some tax (for corporate not staff) so I'll be contacting about this again this week.

New Business (editor-in-chief)

- We need to schedule the AGM! Rough time (late April/early May) and format (campus/Zoom/hybrid)!
- The nomination period for the board of directors has officially begun and will run until March 23; currently we have no nominees but Holly will keep monitoring the nomination form and Thomas will contact any nominees we get to confirm their interest pre-campaigning period which starts March 24



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-Running a table at the volunteer fair seemed (on the day-of, at least) to be a great idea, there was a ton of student engagement through the event, and Lee and I promoted both the board of directors and contributing written and/or visual content to the paper

-Someone asked to advertise with us on the day, have passed info on to Holden

-For the next couple months Mehrnoush will be prioritizing posts on the board of directors election and positions we're looking to hire for next year, and when there's time between will start rolling out a new Instagram series that's a Q&A with current staff

-Will need to post to hire a copy editor, news editor, and advertising manager this semester because our constitution says they should be hired before the end of the winter semester; Holden said he's willing to stay on as ad manager if needed

-So far for next year's staff it's looking like we'll need a copy editor, news editor, a&c editor, s&h editor, advertising manager, s&h writer, and two staff writers (one if we hire someone this semester who'll still be a registered student next year). Positions will be posted next week, and current staff will have the same opportunity as student members to apply for positions.

-I'm working on a revised constitution which we'll vote on during our April meeting, and at that meeting I will also outline policy revisions I think we'll need which will be the board's responsibility to write and pass through the spring/summer semester.

-Letter draft for URSU has been written and was sent to Barton Soroka on March 13 for edits, will be revised with the legal advice given, and will then be sent to URSU general manager Talha Akbar with an offer to meet and discuss the situation.

New Business (business manager)

- I'll be contacting the nominees for the election. Post this Holly & I will be looking to schedule the AGM, as after the election we need to meet quorum at the AGM to then vote in the next board members.
- We got the money! The student levies arrived in our account (to no announcement or notice) as of Thursday. We got 63,376.50 deposited which puts us in a good standing for now.

Other business

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Minutes

-Hammad on Kate: Was surprising to her that her actions were hurtful, should training incorporate things like this in the future?

-Holly will look into for training the 2023/24 staff

-AGM chats

-Hammad: May's a bad idea even if online, students don't want to come online in the summer for a board meeting; not comfortable with 'online streaming' because makes it sounds like can only have a voice if in person; can sit down with Thomas and figure out a way to make things truly hybrid

-Shae: April's probably best, would be very nervous for online-only AGM post-URSU's; not our best arena, not a lot of time to make accessible online format, can do hybrid but don't call hybrid (maybe call 'online streaming option')

-Thomas hasn't heard on financial statements, need update

-End goal - aim for late April, try for 'hybrid' and either sort out full format or don't call hybrid

-End plan on format is Hammad/Thomas will have 10 days to see if a hybrid option is viable (could do registration through Universe, make online registration form), if not we'll look into in person with online streaming

-Hammad and Thomas will post a doc with hybrid plans in the Slack by Mar 23, we will meet to discuss if there's not unanimous agreement or disagreement with the plan in the post

-Barton is a beautiful fucking treasure

-Shae on motion 2:

-People aren't really trained in graphics area a ton, it's a different beast for print and for print/web combo; having someone develop a style and pass on knowledge would be helpful for future

-Simply not people at uni who can do production management job, people don't know layout/print, so also need to train and pass on job in less pressured way; documentation will be key

-Suggest changing approach, instead of position coming back change to evaluating whether or not needs to happen; maybe more like junior graphics

Motions called

Motion: Approve the 2023/24 contracts for Holly Funk, Thomas Czinkota, Shae Sackman, Jaedyn Whittal, Aurel Dumont, Holden Norrie, Gillian Massie, Wren Gessner, Hammad Ali, Lee Lim, Safal Gangwani, Sunpreet Sidhu, Mehrnoush Bahramimehr, Josh King, Will Bright, Sophia Stevens, Victoria Baht, and Amina Salah to align with the requirements of subsection 14 of the *Non-profit Corporations Act*, 1995.

Moved by: Holly Funk

Seconded: shae sackman



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Results: Yes (Holly, Shae, Hammad, Thomas, Amina)

Motion: Remove multimedia editor as a role from both the budget and masthead (tldr: do not hire) for the 2023/24 academic year (volume 66) to allow for management to focus on print, website, and social media aspects of the paper. The board of directors for the 2024/25 academic year will reassess the role's relevance before the 2024 AGM (volume 67).

Moved by: Holly Funk

Seconded: Thomas Czinkota

Results: Yes (Shae, Thomas, Hammad, Holly, Amina)

Action Items

1. Holly will contact Jaedyn with a list of staff positions that need to be posted on our hiring page for both 'hire before end of winter semester' and 'need to hire for next semester' positions
2. Holly will prepare a revised draft of the constitution for next meeting, as well as a list of policy revisions and new policies that should be written through the 2023 spring/summer semester
3. Hammad and Thomas will make a plan for a hybrid AGM to share in the board's Slack by March 23, then the board will discuss the plan through Slack and if discussion is needed an additional board meeting will be planned
4. Thomas will contact our accountant this week to ask for an update on our financial statements which we need to present at the AGM