

Carillon Newspaper Inc.
October 23, 2022
Board of Directors meeting 5

Present: Jacob, Shae, Thomas, Holly, Hammad, Amina

Regrets:

MIA: Shiva, Jorah

Meeting start (scheduled at 3): 3:05

Meeting end: 3:59

Business manager updates:

- Transition to Thomas is done. We are just working on small issues right now with 2-step verifications.
- Accountant has all the information they need. I haven't had any more questions from them in a week or so, so I'm assuming the draft statements will be coming up next.
- For the employee equipment allowance it would make the most sense to keep every individual with their own \$150 allowance rather than create a pool. This allowance is for each individual and not for certain individuals to use more than others. If there are things that the office could use equipment wise, that is solely for work purposes then that is something we as a business can purchase for the office. This equipment expense however can be used for anything that would support the employee at work and will be kept by the employee when they are done working for the Carillon as well.
 - Motion: Jacob
 - Second: Shae
 - Vote: 6/6

Editor-in-chief updates:

- Sophia's health leave request (would require policy alteration)
- Now have a news writer (Josh King) and a&c ed (Wren Gessner), still searching for an s&h ed and tech ed
 - Mehrnoush re-posted an ad, I continue to mention vacant section ed positions in the pitch list
 - Will be sending emails out to uni courses first week of November
 - URSU will keep posters up for a month, would like to design one and have a few up around campus through November

- Newsstand update: we can finally do things! Moving should be done before reading week
- U of R website inquiry was pushed back because the newsstands project needed attention and I continued to cover multiple positions; I'll be sending the inquiry first week of November
- Project update: Lazy Owl menu tasting happened on Oct 7 so the footage has been taken, Safal is working on a draft of the video at the moment with plans to send a draft to Shae and I before reading week
- Mehrnoush is making progress with the contributor guides post series, will continue throughout this semester and move to new material for posts come winter semester. Any suggestions?
- We unpublished an article online from issue 7 due to inaccuracies and inconsistencies
 - I spoke about the situation with my CAJ mentor, and she recommended we write an official unpublishing policy that's kept on our website for anyone to access
 - Step 1: Want to write an unpublishing policy, as well as a breach of contributor agreement policy
 - Step 2: Want policies on website by constitution by winter start
 - Step 3 (winter semester): Revise the constitution and policy documents for accuracy and clarity, then pass at our spring AGM and update on the website after
- Contributor honorarium inconsistency concerns regarding graphics page.
- Need to elect chair for the board, and get them on file with the bank (Thomas and I will be transferring signing authority from Jacob to Thomas on Nov 3)

Other business:

-