



## Board Meeting Minutes

Oct 18, 2024 at 6 pm

### Zoom:

<https://us06web.zoom.us/j/87461970444?pwd=QXTaMZ4AeINvbhmblyU8hMgt963F2O.1>

Room 227 Riddell Centre, 3737 Wascana Parkway

**Board Members:** Tayef Ahmed (Board Chair), Akib Hossain (Director at Large), Zuhruf Zarooq (Director at Large),

**Other Attendees:** Ziyang Li, Executive Director

**Regrets:**

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### 1. CALL TO ORDER

The Board meeting was called to order at 6:00 p.m. by Tayef.

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### 2. DECLARATION OF CONFLICT

None was declared.

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### 3. CONFIRMATION OF AGENDA

Motion to approve the agenda for the Carillon Board of Directors Meeting on Friday, October 18, 2024 as presented.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Akib Hossain

**Carried Unanimously.**

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### 4. APPROVAL OF MINUTES



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Approval of previous meeting minutes was tabled to the next scheduled Board meeting.

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## 5. MATTERS FOR DECISION

- **Articles of Amendment** for The Carillon Newspaper Inc.  
**Moved by:** Zuhuf Zarooq  
**Seconded by:** Akib Hossain  
**Carried Unanimously.**
  - **AGM Date**  
Decision was tabled to the next Board meeting.
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## 6. MATTERS FOR DISCUSSION

- **Podcast and Media Kit**  
Discussion on budgeting, media editor recruitment, and policy development
  - **Succession Planning for Staff**  
Timeline established with a deadline of March 2025  
Preparation of self-evaluation forms for staff
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## 7. INFORMATION ITEMS

(None presented)



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## 8. OTHER BUSINESS

(None recorded)

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## 9. IN-CAMERA SESSION

One item was discussed during the in-camera session.

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## 10. ADJOURNMENT

Motion to adjourn the meeting was made at 6:49 p.m.

**Moved by:** Zuhruf Zarooq

**Seconded by:** Akib Hossain

**Carried Unanimously.**