

# Board of Directors

Tuesday, 2014-10-01 at 5:00PM

Imprint Office

<b>Chair</b>	Gabrielle Grant
<b>Secretary</b>	Elizabeth McFaul
<b>Expected Attendees</b>	Gabrielle Grant, Elizabeth McFaul, Jesse McGinnis, Jeremy Gilchrist , Michelle Sterba, Cathy Bolger, Aliya Kanani, Laurie Tigert-Dumas
<b>Excused Absences</b>	

## Open Session

### Preliminaries

#### *Approval of the Agenda (Secretary McFaul)*

1. **Motion:** Resolved, the Board approves the agenda for this meeting.

#### *Approval of the Minutes (Secretary McFaul)*

2. **Motion:** Resolved, the Board approves the minutes from the September 9th meeting.

### Staff Reports & Updates

#### *Reports*

1. Editor in Chief
2. General Manager
3. Advertising Manager
4. Promotions Committee
5. PnP Committee
  - o PnP Committee has the following on its To-Do list:
    - Capital Purchases Policy Update
    - Advertising Contract / Pre-payment Procedure
    - Clarifications about bonuses and timelines
    - Staff Lunch Policy Simplifications
    - CUP Simplifications
    - Investigating and Adjusting the Email Policy
  - o Have we received any volunteers?

### General Orders

#### *Printer Analysis and New Printer (Staff Liaison McGinnis)*

1. **Motion:** The Board approves \$500 for the purchase of a new printer.
  - o McGinnis to provide some options, based on last minute's discussion.

### *CUP Committee (President Grant)*

2. **Motion:** The Board appoints \_\_\_\_\_.

### *Promotions Committee Chair (General Manager Bolger)*

- 3.

### *Server Warranty (General Manager Bolger)*

- 4.

### *Director and Officer Insurance (Secretary McFaul)*

5. **Motion:** The Board authorizes the General Manager to renew our Director and Officers Liability insurance.

### *Remaining Board Meetings Schedule (Secretary McFaul)*

6. **Motion:** The Board calls the following meetings, all from 5:30PM-7:30PM.
  - o Tues Oct 14
  - o Tues Oct 28
  - o Tues Nov 11
  - o Tues Nov 25
  - o Tues Dec 9
  - o Tues Dec 23 (likely to be cancelled)

This is a tentative plan and open to feedback!

Meetings would be every second and fourth Tuesday, starting on October 14th. Meetings start at 5:30PM and conclude at 7:30PM. Anything after that is either moved to the following meeting, or we have a motion to extend. Jeremy will be late, but we will start with admin stuff, reports, etc.

The students on the Board of Directors will also be having a Board work session, once a month, on the third Monday of every month from 5:00PM-6:30PM. The time here is more flexible. The purpose of this is for us to do make progress on things like the strategic plan, anything assigned at the board meetings, etc. Immediate items for this include fee increase progress, strategic plan, file sorting, promotions.

### New Business

5. As Required.

## Closed Session

### General Orders

#### *Entering Closed Session (President Grant)*

14. **Motion:** Resolved, the board moves into Camera.

#### *Approval of the Minutes (Secretary McFaul)*

15. **Motion:** The Board approves the minutes from September 9th's confidential session.

### New Closed Session Business

16. As Required.