

Board of Directors

Tuesday, 2014-11-25 at 5:30PM
Imprint Office

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

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 October 28th minutes and the November 11th minutes.

Staff Reports & Updates

Reports

1. Editor in Chief
2. General Manager
3. Advertising Manager
4. Promotions Committee
5. **PnP Committee**
 - o Upcoming tasks: simplifying email and computer access policies; starting transition policy
6. CUP Committee

General Orders

Holiday Hours

1. Decide on Holiday hours for Christmas/New Year's.
 - o We generally follow Feds' lead on this but if you have thoughts, let me know.

New Policy: Staff Appreciation Events (PnP Committee)

2. **Motion: Resolved, the Board strikes all of Policy 3, Section 3.4, Letter (f) and replace**

it with "f) be eligible to attend a staff appreciation event"; and, be it further Resolved, the Board approves a new Policy 18 as attached.

- To be approved today, after two week notice period.
- Summary: shortened significantly, removed details around picking a location, exact procedure for rescinding an invitation; most of the power now falls to the Volunteer Coordinator and the Editor-in-Chief, with the Board able to override as needed
- [See attachment.](#)

Policy 11: Capital Expenditures (PnP Committee)

3. Motion: Resolved, the Board approves the new Policy 11 as attached.

- To be approved today, after two week notice period.
- Summary: reorganized into major and minor purchases; removed the communication requirements for major purchases. Would like a discussion on increasing major purchases to \$500.
- [See attachment.](#)

Policy 12: Imprint Fee (PnP Committee)

4. Motion: Resolved, the Board approves the new Policy 12 as attached.

- To be approved today, after two week notice period.
- Summary: shortened significantly, added text about increases by inflation
- [See attachment.](#)

PressReader

5. Discussion of pressreader as a way to increase view counts for our ads.
 - Elizabeth: Alternatives we should look at is uploading our page to Issuu (similar to the Cord), which may be free or a low costs, as well as National University Wire (which is through the schools who left CUP)

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**: Resolved, the Board tables the approval of the October 28th's confidential session minutes until our November 25th meeting.

Volunteer Honoraria

16. Approve honoraria for volunteer staff.
 - Did you discuss giving Joanna C extra honorarium for her week spent sitting in the EIC chair while Aliya was on vacation in October?

Christmas Bonuses

17. Past boards have given FT staff a Christmas honorarium. Is this board also going to do

something similar? Please discuss.

New Closed Session Business

18. As Required.