

Imprint

# Board of Directors

Tuesday, 2014-06-23 at 6:00PM

Imprint Office

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

## Open Session

**Called to order at 6:12PM.**

### Preliminaries

*Remarks from the Chair*

*Approval of the Agenda (Secretary McFaul)*

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

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

*Approval of the Minutes (Secretary McFaul)*

**Motion: Resolved, the Board approves the May 26th and the June 9th minutes of the Board of Directors.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

### Staff Reports & Updates

*Editor in Chief*

Not submitted.

*General Manager*

*Budget Discrepancies*

Bolger: In the Board budget:

- double transition,
- budget didn't include transition
- board plaques
- AGM booklet wasn't budgeted

Bolger: Minutes from last board were very sketchy

Bolger: Having issues with inventory checkout.

Grant: Better inventory procedures perhaps?

Bolger: we've tried things

Sterba: It's hard to have tight checkout procedures, nature of the business

### *New Hire*

Sterba: has been hard to schedule a time to give her tasks

McGinnis: Let's try a google doc to come up with tasks

Sterba: Promotions Committee tomorrow at 16:00

### *Advertising Manager*

5. Discussion.

Not submitted.

## General Orders

### *Potential Printing Companies (Advertising Manager)*

**Motion: Resolved, the Board tasks Laurie and Aliya to provide a recommendation for next Board meeting.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

### *Server Projects Status (President Grant)*

**Motion: Table discussion to next meeting.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

### *Web Hosting/New Website/Workflow (Staff Liaison McGinnis)*

McGinnis: work is ongoing; will look into more general tools that allow Aliya to be able to work on it

Grant: will meet with Aliya to discuss requirements

### *Capital Purchases Policy (Secretary McFaul)*

**Motion: Table discussion to next meeting.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

### *Strategic Plan (Secretary McFaul)*

**Motion: Table discussion to next meeting.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

## Closed Session

**Motion: Resolved, the board moves in-camera.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes unanimously.**

See Confidential Session Minutes.

**Motion to adjourn.**

**Moved by McGinnis, seconded by Sterba.**

**Motion passes.**

**Meeting adjourned 7:08PM.**