

## Board of Directors

Wednesday, 2016-04-06 at 6:00PM

SLC 2143

<b>Chair</b>	Jesse McGinnis
<b>Secretary</b>	Megan Nourse
<b>Attendees</b>	Elizabeth Esnard, Erin Taylor, Verity Martin, Meha Chauhan (guest), Tristan Potter (guest), Jessica Needham (guest)
<b>Expected Absences</b>	Pat Merlihan, Mike Arsenault, Aliya Kanani, Laurie Tigert-Dumas, Randy Moore

### Open Session

Chair McGinnis calls the meeting to order at 18:09

#### Preliminaries

##### *Approval of the Agenda (Chair McGinnis)*

1. **Motion:** Resolved, the Board approves the agenda for this meeting.
  - a. Liz moves, Erin seconds, consent approval

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

2. **Motion:** Resolved, the Board approves the the public minutes for 2016-02-03.
3. **Motion:** Resolved, the Board approves the the public minutes for 2016-03-01.
  - a. McGinnis moves to table both minutes, Erin seconds, motion passes
  - b. Will do an email vote later in the month

##### *Director Applications (Chair McGinnis)*

4. **Motion:** Resolved, the Board appoints Elizabeth Esnard as a student director for the 2016-2017 year.
  - a. Only available for the spring term
  - b. Erin moves, Megan seconds, 4-0-1 (Elizabeth abstains)

#### Reports & Updates

##### *Board Reports*

5. Officers
  - a. Treasurer: none
  - b. Secretary: none
  - c. Chair: none
6. Directors
  - a. Liz: HR committee manual
    - i. Instructions for hiring, job evaluation
7. Finance Committee - no
8. HR Committee - no

##### *Staff Reports*

9. Executive Editor - not present
  - a. OCNA Awards Gala is April 22
  - b. Branding is ongoing
10. Advertising Manager - not present (on holidays)
11. Finance Manager - not present but says everything is good

## General Orders

### *Transition (Chair McGinnis)*

12. **Discussion:** 10 minute timebox to discuss next steps in transition.
  - a. Signing confidentiality agreements
  - b. Need to set up a transition dinner soon
  - c. Current board will plan a transition meeting once the dinner is planned
  - d. Jesse sending out details in an email

### *Branding Updates (Chair McGinnis)*

13. **Discussion:** 20 minute timebox to review next set of design revisions.
  - a. none

### *By-Laws, Policy, and Procedure Updates (Chair McGinnis)*

14. **Discussion:** 5 minute timebox to determine progress:
  - a. Policy rewrites: [4 \(Budgeting\)](#), 6 (Imprint Equipment), 7 (Imprint Computers), 9 (Grievances), 10 (Hiring FT Staff), [13 \(Copyright\)](#), 14 (Honoraria), 15 (Editorial Standards), 17 (Online Content)
    - i. Jesse: 9, ~~40~~
    - ii. Megan: ~~15~~, 14
    - iii. Erin: 7, 13
    - iv. Elizabeth: 6, 17
    - v. Verity: 4
  - b. New policies: Advertising, Bonus, Staff Check-ins/Evaluations/Feedback
15. **Motion:**

Resolved, the Board completes a first reading of [Policy 4, Budgeting](#), [Policy 13, Copyright](#), and [Policy 17, Online Content](#).

  - a. Erin motions, Verity seconds, consent approval

## New Business

16. As required.