

Board of Directors

Wednesday, 2017-12-06 at 6:00PM

Imprint Publications

Chair	Andres Agustin Fuentes Martinez
Secretary	Tristan Potter
Attendees	Rameesha Qazi, Tristan Potter, Andres Agustin Fuentes Martinez, Verity Martin
Expected Absences	Paula de Villavicencio, Ramona Leitao, Joe Giuffre

Open Session

Preliminaries

Approval of the Agenda (Chair Fuentes)

2. **Motion:** Resolved, the Board approves the agenda for this meeting.
Moved by Verity, seconded by Tristan.

Seeing no opposition, carries unanimously.

Approval of the Minutes (Secretary)

3. **Motion:** Resolved, the Board approves the public minutes for 2017-11-15.
Andres moves to table the minutes, Verity seconds.

No objections, carries unanimously.

Reports & Updates

Board Reports

4. Officers
 - a. Chair

Mainly hiring, Ramona sent out an update over the weekend. There is a discussion scheduled for later in the meeting.

Office staffing has been difficult due to the lack of full and part time staff, and the lack of keys around the office. Part time staff can cover the mornings when the highschool coop student is scheduled to be in the office, but Nathan normally comes in the afternoon. Inner office for Executive Editor and spare office will be left open. Currently trying to find a solution for Nathan to come in.

- b. Treasurer

Minimum wage increases will be factored into budget.

Nathan is looking into some invoices that we may have not received.

Current actuals show we are fiscally safe, but the drastic differences between budget to actuals means we should re-evaluate how we budget moving forward.

Advertising revenue is down.

- c. Secretary

Absent.

- 5. Directors
- 6. Finance Committee

See Treasurer.

- 7. HR Committee

Updates on EE, will be discussed later in the meeting.

- 8. Strategic Plan Committee

Skeptical of it being completed for the AGM.

Staff Reports

- 9. Advertising and Production Manager

Absent.

- 10. Finance Manager

No official updates.

General Orders

CEO Hiring Committee (Martin)

- 11. **Discussion:** CEO Hiring update and related motions.

Contract has been negotiated and sent out. Current start date is the 18th of December. Just needs to be signed and delivered.

EE Hiring Committee (Chair Fuentes)

- 12. **Discussion:** Review of Hiring Committee Recommendation.

There were about 22 candidates. A candidate has been selected.

Directors asked about probationary periods, and thoughts on office environment.

AGM Planning (Chair Fuentes)

- 13. **Discussion:** Date of AGM and any other issues around it.

It was discussed that the audit needed to be approved, and that we needed to set dates for the AGM.

New Business

- 14. Andres resigned as Chair.

Appointment of Chair (Director Fuentes)

Andres, Rameesha.

Carries, Verity abstained.