

Board of Directors

Tuesday, 2018-12-06 at 5:30PM

Imprint Publications

Chair	Lucas Dunlop
Secretary	Joe Giuffre
Attendees	Joe Giuffre, Lucas Dunlop, Ben Paul, Nikhar Dhingra, Jacky Brule
Expected Absences	Andres Fuentes Martinez, Verity Martin

Open Session

Meeting Called to order 5:32.

Preliminaries

Approval of the Agenda (Chair Dunlop)

1. **Motion:** Resolved, the Board approves the agenda for this meeting.
Moved by Lucas. Seconded by Joe. Passed Unanimously.

Approval of the Minutes (Secretary)

1. **Motion:** Resolved, the Board approves the public minutes for 2018-11-15.
Moved by Lucas. Seconded by Joe. Passes Unanimously.

Reports & Updates

Board Reports

1. Officers
 - a. Chair
No report
 - b. Treasurer
No report
 - c. Secretary
No report
2. Directors
No report
3. HR Committee (*Chair Dunlop*)

HR Chair: "The committee has reviewed the minutes from the meeting"

4. P&P Review Committee (*Chair Paul*)
Absent.
5. Branding Committee (*Chair Martin*)
No Report.

CEO Report (Director Fuentes)

CEO will submit written report shortly, only immediate concerns are audit which is wrapping up, and picking a day for the office to close.

General Orders

Term Honoraria

1. **Discussion** (5 minutes)
CEO Report

Review of Part Time Positions

1. **Discussion:** Are these positions functioning effectively? How can we better utilize them. New JDs needed?
Chair bringing forward concerns involving a review of part time positions, particularly involving summer students starting April 2019. HR Chair will review the necessary documents.

AGM Date

1. **Discussion** (5 minutes)
For AGM, February 20th and 27th, EE Will investigate booking rooms.

Budget Process Review and Determine Timeline

1. **Discussion** (10 minutes)
Board budget consultation period open, review ongoing basis with chair.
Staff will send out spreadsheets for most up to date numbers, clean spreadsheets will then be sent out for re-edit and reapplication of what we decide will be necessary.

Closed Session

General Orders

Entering Closed Session (Chair Dunlop)

1. **Motion:** Resolved, the board moves into Camera.
Lucas moves. Seconded by Joe. Passes unanimously.

Approval of the Minutes (Secretary)

Moved by Lucas, Seconded by Joe. Passes Unanimously.

New Business

No new business.

Motion to leave closed session.

Moved by Lucas. Seconded by Joe. Passes Unanimously.

Motion to adjourn.

Moved by Lucas. Seconded by Joe. Passes Unanimously.

Meeting adjourned 5:53 Pm.