



# Fulcrum Publishing Society

5<sup>th</sup> year of autonomy

## Board of Directors Meeting

MINUTES

November 27, 2011

UCU207, 10:30 a.m.

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**Voting members** present: Andrew Hawley, Devanne O'Brien, Alex Smyth, Ben Myers, Ben Mitchell, Matthew "The Seconder" Conley, Des Fisher (chair), Naushin Vighio

**Ex-officio members** present: Mercedes Mueller, Deedee Butters

Other: Katie Declerq, Charlotte Bailey

All motions carried without opposition or abstention from present directors, unless otherwise noted.

Opening of the meeting at 10:40am

- Approval of the Minutes
  - **Motion:** Des Fisher moves to approve the agenda, seconded by Conley.
- Amend last month's minutes
  - Strike the redundant motion that only approved Naushin as director.
  - Approval of the minutes as amended
    - **Motion** moved by Des, Seconded by Conley
- Report from the President
  - Received – see report for contents
- General Manager's report (presented by Andrew)
  - \$1,764 in funds raised from Meet & Greet and other fundraising event
  - Audit in process; some missing statements from Dave McClelland's term as GM
  - Andrew: Possible special meeting in December to receive report from Auditor
  - Usual suspects are behind in payments
  - National ads at only \$1,300 – Actual amount of bookings \$13,000 but we're waiting on payment for most of that money.
  - \$900 for 6 months of phones – for the phones we're renting.
- Editor-in-Chief's Report
  - \$468.50 is the payment from delegates, though total cost is \$1,300.
  - \$45,000 of the \$85,000 spent so far on printing. Expected to stay on track for the rest of the year.
  - Printers are being less jerks about plates – colour now available on all 6 plates.
  - Regular distribution has been beneficial.
  - Restructuring Edboard – plan coming for January.
  - Ben: Cost vs price for each person. It was considered to reduce cost to send others. 25 total people. 8 Edboard / 4 paid staff / 1 board / 12 volunteers / 1 travel delegate. Concerns about organization and safety of large group? Mercedes will look into sub-groups.

- Any other fundraised money will be put back in to other budget items.
- Ad Rep Report
  - More calculation and amendment needed for Contra number \$14,500.
  - Disintegration of clients that may have advertised last year.
  - Theme issues in winter semester: Sex supplement. But sex supplement is not normally a large source of ad revenue.
- RECESS for 10 minutes (11:30-11:40am)
- Editorial issues
  - Website account suspended by Netfirms on Thursday
    - Ongoing issue – not yet resolved
    - SPAM issues and pornographic links could be the issue
    - Netfirms is our website host.
    - Daniel (former webmaster) is assisting with current web issues, but on an informal basis.
    - Website essentially shuts down. They give us notice. Notice not passed from Danielle to Charlotte as quickly as Charlotte would have liked.
    - Contract? Why are there terms and conditions on our contract?
    - GM please look into new hosting service and terms of our contract.
  - New webmaster?
    - Mercedes and Charlotte currently handling all website issues. Videographer would be using webmaster budget employee line.
    - They want to become more proficient in wordpress.
    - Consulting and training for online editor?
  - Videographer
    - Webmaster, video, editor, social media responsibilities for current online editor.
  - Staff illustrator
    - **Motion:** Move to ratify Julia Pankova as staff illustrator by Andrew, seconded by Des Fisher.
- Halloween Party Fallout
  - \$1,000 notice from landlord to pay for damage to property where Fulcrum Halloween party is held.
  - **Motion:** Move to go in-camera 12:15pm Moved by Des and seconded by Conley.
  - **Motion** to go out of camera 12:40pm Moved by Des and seconded by Conley.
  - **Motion** by Andrew seconded by Ben Mitchell to allocate the proceeds from the fundraiser held on Oct 29 to compensate the hosts for costs incurred related to the party, subject to further review by Fulcrum board of directors.
    - Motion passed by consensus of board, except;
    - Opposed: Ben Myers
- Contra Report (presented by Matt Conley, report in meeting docs)
  - Purpose to find an appropriate level of compensation for donations from outside sources.
  - Ad rep to be compensated for commission based on dollars received for her services; placing the ad, managing the process and pursuing donations.
  - Deedee: Parametres on where the money and services can be allocated in budget lines.

- Des is Gandalf, would like to speak further with finance committee.
- Network
  - Consultant brought in to evaluate the situation delivered some results:
    - Wire 3 heavy-use computers;
    - We should have our own server; How can we improve on the current Time Machine set-up?
    - Time capsule enables the network and stores our data.
    - Issues are getting backed up.
  - We need another guy to come in and have another consultant.
  - Michelle does back up the HD and it's in on the portable HD this year.
- Ombudsman
  - Is Campbell available to come to Ottawa in the event that he is unavailable?
  - **Motion** to extend the term for Campbell Moore for the position of Fulcrum Ombudsman for the 2011-12 publishing year moved by Conley and seconded by Alex Smyth.
    - Motion carried.
- Any other business
  - Staff ombudsboy / girl. Two positions for editorial / staff board.
  - Status of Sameena Topan as director. She has missed two meetings – November, October, also absent from special meetings.
  - Ben will send an email to Sameena to remind her of our policy re: attendance.
  - Deedee – policy for committee meeting attendance? Fundraising meetings, lack of communication, lack of decision-making in time-sensitive situations.
    - RESPECT – JUST DO IT.
- Adjournment
  - Meeting adjourned at 1:30pm **motion** moved by Conley, seconded by Des.