



Fulcrum Publishing Society

5th year of autonomy

Board of Directors Meeting

MINUTES

January 8, 2012

UCU207, 10:30 a.m.

Voting members present: Andrew Hawley, Devanne O'Brien, Ben Myers, Des Fisher, Ben Mitchell, Naushin Vighio

Ex-officio members present: Mercedes Mueller, Deedee Butters, Danielle Vicha

Absent: Alex Smyth, Matthew "The Seconder" Conley, Sameena Topan

Other: Charlotte Bailey

Opening of the meeting at 11:00am (late!!)

1. Opening of the Meeting
1. Approval of the Agenda
 - Add point 11 to schedule time for Auditor's Report.
 - **Motion** to approve the agenda as amended move by Andrew, second by Ben Myers. Motion passed unopposed.
2. Approval of the Minutes From Previous Meeting
 - Minutes approved.
3. President's Report
 - New on-campus distributor to be ratified during this meeting.
 - List of approved proposals to policy manual created by Des. But they still have to meet in order to get this in the manual.
 - Dates for March: 23, or 30. Will be picked based on availability and sent to BoD via email from Andrew.
 - Newsstand outside of the cafeteria. Add notice to stands about who to contact if they should be moved or add a map to stands to indicate where stands should be.
4. General Manager's Report
 - Invoice not yet received from Nash group for total cost of NASH.
 - Mercedes not yet received her travel info from NASH organizer.

- Recommends that we standardize that President of FPS attend with delegation from Fulcrum for future conferences.
- Danielle needs to run Simply Accounting on windows, but rest of function is on Mac system. Best to wait for consultation before replacing General Manager computer.

5. Distribution:

- Need to track pickup better.
- Better training for distributors.
- Is pickup truly worse than in previous years? Difficult to determine.
- Communication with university needs to be improved to prevent removal and moving of Fulcrum stands.
- Potentially reducing printing, could impact ad revenue and rates.
- Create top events for upcoming semester for Fulcrum people to attends and promote and hand out copies!
- Frank credit card:
 1. Working to remove Frank's name from the credit card. Expect results by next BoD meeting.

6. Editor-in-Chief's Report

- Silent auction was a great success.
- All attendees for Nash are paid, but one cheque still with Mercedes that hasn't been deposited.
- Charlotte:
 1. Holes-in-the-wall situation: landlord paid, no further action needed.
 2. Website went down again over the break. Web host said that issue was not porn or spam links, but an error on the website code itself. Issue has been identified and corrected.

7. Ad Rep Report

- December work is mostly planning for January.
- Revenue per issue is higher than in 09-10, but that number will likely go down.
- CLS now back to advertising with us (huge!)
- Carleton Faculty of Grad studies also now advertising with us.

- \$9,000+ in January issue
 - SFUO off their ad credit (contra) now, so everything they spend now is a gain.
 - Reduced rate on the Draft this year has helped to repair relationship and increase spending.
 - Campus Plus placed an ad on the website without our explicit permission. Deedee to contact CPlus to ask about resolving this and explaining the issue further – process for billing and collection.
8. Ratification of On-Campus Distributor
- **Motion** by Devanne O'Brien seconded by Matt "All the way from Alberta via the Internet" Conley is approved to appoint Danny Salem and Tom Zakhrov as the on-campus distributor for the remainder of the 2011-12 production year.
9. AGM Preparation
- Need to advertise for several issue in order to increase the general population and quorum is 25.
10. Scheduling Auditor Presentation
- Danielle send email to Luc and Brian to inquire about an auditor presentation. They asked us for documents.
 - Evening meeting a couple of weeks from now (TBD) to receive in-person report from the auditor.
11. Any other business
- Status of Sameena on the Fulcrum BoD
 1. Any other empty seats?
 2. **Motion** by Devanne O'Brien and seconded by Matt Conley to remove Sameena Topan from her seat on the Fulcrum BoD and open her seat for new applicants.
 3. Place an ad in the Fulcrum at the next issue to recruit new director with intention of having all seats filled before AGM.
12. Adjournment
- Motion to adjourn Andrew and Ben Mitchell at 12:46pm