

Fulcrum Publishing Society – Annual General Meeting  
Saturday, April 13, 2024  
11:00 AM - 2:00 PM  
CRX C408 and Zoom

**Proxies**

Ria Kunkulol for Bia Sasedor and Angelina Viduka, Keelan Buck for Elia Kallab and Brandon Gertz, Ayai Offor for Agape Williams and Ose Okonowele, Vidya Achar for Daniel Jones and Ayesha Ahmed, Andrew Wilimek for Emma Wooldridge, Bridget Coady for Sanjida Rashid.

**Welcome**

1. Networking, free food and refreshments (inclusive options)

**Opening Matters**

1. Introduction to Robert’s Rules of Order: Zoom Edition

**Zoom Etiquette**

K. Buck explained that the Board will be making use of Zoom’s features to facilitate tonight’s meeting. He requested that when you are not presenting, making a motion or participating in debate, please mute your microphone. K. Buck mentioned that if you wish to present a point please use the “raise hand” feature and the Chair will identify you. He asked that you say your first and last name. K. Buck said that to access the “raise hand” function, select reactions to have different reactions pop up, click “raise hand” to raise your hand, and when voting, the “raise hand” feature will be used to count votes. K. Buck said the chat function will be limited for the matter of debate to be included in the meeting minutes.

**Common Terminology Based on Robert’s Rules of Order**

K. Buck proceeded to review some common terminology:

- Motion: a proposition of a new idea or action for the group.
  - “I motion to” or “I would like to make a motion to”
  - When you present a motion, state your first and last name for the meeting minutes/record
- Seconding a motion: for a motion to proceed, it must be seconded and every motion except adjournment will need a seconder.
  - The Chair will ask “Are there any seconders for this motion”
  - If someone wishes to second a motion they will raise their hand and say “I second this motion” (stating their name for the meeting minutes/record)
  - Will use the raise hand feature to vote in favour, against, or abstain

- Debate: motions may be debated by those in favour and against, and typically debate has up to three points in favour and three points against, but may be extended.
- Amendments: someone wants the wording or intent of the motion to change
  - “I would like to propose an amendment to the motion” and state your amendment
  - If the amendment is in order, it can proceed and be seconded
  - “Friendly amendment” - enhancement of the motion and often used to add clarification of intent to the language
- Point of information: you want clarification about some of the facts being discussed
  - Simply state “point of clarification” during the discussion
- Omnibus motion: special motion that contains a few to several other motions
  - Motions package must first be approved by Members to be voted on as an omnibus motion
  - Once the package is created, Members may pull individual motions out of the omnibus package to be discussed and amended individually
  - Once a motion has been amended to the satisfaction of Members, it is returned to the omnibus package
  - Omnibus package is voted on as a whole
- Adjournment: does not require a seconder and proceeds to a vote immediately

## **Proxies**

### The Basics

- Proxies have been appointed to represent a voting member during the AGM
- The Chair of the AGM must be notified if a voting member plans to proxy their vote

### What they can and can't vote on

- Proxies can vote on non-procedural motions: approval of the minutes from last year's AGM, the budget, Bylaws, and Strategic Plan
- Proxies can not vote on procedural motions: approval of the agenda, Chief Returning Officer (Chair of the meeting), audit, and Board elections.

#### 2. Approval of the Chief Returning Officer

K. Buck explained that the Chief Returning Officer is the Chair of tonight's Annual General Meeting. He went on to say that they are to be appointed by the President and approved by the Board ahead of time. K. Buck motioned that Simon Coakley will be appointed as the Chief Returning Officer.

S.Coakley took over as the Chair of the meeting at this point.

#### 3. Approval of the Agenda

K. Buck moved to approve the agenda, E. Godmere seconded. The motion passed.

#### 4. Approval of 2023 AGM Minutes

B.Coady moved to approve the 2023 AGM minutes, M.Afars seconds. Motion passes.

### **Reports**

#### 1. Editorial Board Report

C. Coakley proceeded to report.

#### 2. EIC report

B. Coady presented the EID report.

Fulcrum's 2023-2024 academic year was marked by significant achievements and growth. Starting with a lean summer team of four, the editorial board successfully expanded its staff, maintaining consistent publication across multiple formats including print, PDF, and digital content. The year saw the release of seven PDF issues covering diverse topics from back-to-school to mental health and Black History Month. Notable accomplishments included live-streaming UOSU by-election debates, producing insightful video content, and attending the NASH conference in Edmonton. Fulcrum's commitment to quality journalism was evident in its coverage of crucial campus events, sports achievements, and thought-provoking interviews. With 402 articles published across various sections and the onboarding of 14 new contributors, the Fulcrum demonstrated its ability to engage with the university community effectively. The year concluded with the election of new co-EICs, Kavi and Andrew, setting the stage for Fulcrum's 85th volume. Throughout the year, the Fulcrum maintained its role as a vital platform for student voices, balancing narratives and providing critical perspectives on university affairs. B. Coady expressed gratitude to Amira Benjamin and the team for their support throughout the year. They highlighted the success in bringing new faces to the Fulcrum and their excitement for the future growth of these student journalists.

B. Coady added that as long as the fulcrum is around we will serve the community.

### **A Year in Review: May 2023-April 204**

From June 1st to May 30th, the board, led by President K. Buck, welcomed six new directors. Despite being a smaller board, this structure allowed members to engage deeply with various aspects of the organization, fostering a comprehensive understanding of its operations. The board maintained a monthly meeting schedule, except for December due to the holidays, and continued to hold these meetings virtually. This decision, made in the previous year, balanced the needs of the volunteer board members effectively. We sent a Board Newsletter for ed board and general members to know us better and the work we do. In November 2023, the board held an in-person meeting to connect with the spaces where staff and general members study, work, and live. This meeting provided an opportunity to understand the organization's stories and challenges firsthand, including a visit to the office to observe ongoing activities and issues.

Every year there is a tradition of talking about a theme: this year we mapped it out. The board undertook a strategic planning exercise to identify the needs and wants of the corporation. This process was thorough and deliberate, ensuring that some initiatives moved forward while others were prepared for future implementation. The board is committed to proactive governance, aiming to understand what is working well, what needs to be let go, and what can be improved. An engagement and employment survey is in the works to gain deeper insights and adapt to the challenges the corporation faces.

The board plans to continue governing proactively, seeking to understand better and adapt to the corporation's evolving needs. This includes addressing new challenges and ensuring the organization remains responsive and effective.

## **Committee Reports**

### Finance Committee

As the treasurer, R. Kunkulol presented her report. This year, we have made significant strides in several key areas:

- **Approval and Development of Policies:**  
We successfully approved and developed a comprehensive credit card policy to ensure responsible and transparent use of board funds.
- **Budget Finalization:**  
We are in the final stages of finalizing the budget for the upcoming fiscal year. This budget will guide our financial decisions and ensure that we allocate resources effectively to meet our strategic goals.

Looking ahead, we have several exciting initiatives planned to enhance our financial stability and diversify our revenue streams:

- **Diversification of Revenue:**  
We are exploring new avenues to diversify our revenue. One of our key strategies is to develop and sell Fulcrum merchandise. This initiative aims to create an additional income stream while also promoting our brand and engaging with our community. Enhanced
- **Financial Review:**  
We are committed to continuously improving our financial review processes. By implementing more robust review mechanisms, we aim to ensure greater accuracy and accountability in our financial reporting. In summary, our focus remains on maintaining strong financial health, managing risks effectively, and exploring innovative ways to support the organization's growth and sustainability.

### Finance Committee

#### **1. Approval of 2022-23 Audited Statements**

Dom Duong, representing our audit firm, presented the report for the 2023-2024 income statement. The audit focused primarily on the 2023 balances, with some comparisons to the previous year. Key findings include: Revenue and Expenses Overall revenues decreased, with student fees remaining the primary source but showing a decline. Some expense amounts are subject to depreciation. Professional fees were incurred during the year. Financial Position Income from operations increased compared to the previous year. Total liabilities have risen, including a \$40,000 classification entry in long-term debt. The organization maintains marketable securities as part of its assets. Wages payable was noted among the liabilities. Net Assets and Receivables Calculating the difference between assets and liabilities results in a net equity/net assets surplus of \$518,719. A note regarding receivables from FPS was mentioned. Next Steps The final copy of the audit report will be provided once the financial statements are approved. This audit presents a mixed financial picture, showing decreased revenues but improved operating income, alongside increased liabilities and a positive net asset position.

Motion by R.Kunkulol to approve the audit as it was presented. K.Buck seconds. The motion passed.

## **2. Appointment of Auditor**

The board, having expressed dissatisfaction with the current auditor, undertook a thorough review process. We solicited and received quotes from three reputable firms that were recommended by other student organizations on campus. After careful consideration, the board is recommending Numeris CPA for our auditing needs.

K. Kunkul moved to employ Numeris CPA as the organization's new auditor. K. Buck seconded the motion. Motion passes.

## **3. Approval of 2024-25 Budget**

K. Kunkul presented the proposed budget for 2024-2025.

Amira Benjamin inquired about the definition of "content enhancement" in the budget. K.

Kunkul explained that this line item is committed to anything used to enhance content, such as news subscriptions for editors (e.g., sports editors), or shows and movies that would be reviewed.

R. Kunkul moves a motion to approve the 2024/2025 budget, K. Buck seconds. Motion passes.

### Governance committee

Our primary focus has been on key areas essential for the board's effectiveness and the organization's long-term success. Our efforts have centered on recruitment, both in the short term and long term, to ensure a steady pipeline of capable and committed board members. Recruitment can be challenging, but it is crucial for each board to think ahead and plan for future leadership.

Our responsibility is to ensure that the organization is steered in the right direction, not just for the present but for the upcoming boards as well. We are pleased with the progress we have made this year, achieving a solid balance in both the quantity and quality of new recruits. Many of these individuals have the potential to step into leadership roles in the future.

Our work has been very inward-looking, which aligns with our objective to ensure that governance processes are functioning effectively. This internal focus is vital for maintaining Fulcrum's standards as an employer and as an organization.

### Human Resource Committee

To support the Fulcrum as an employer- had the immense pleasure of working and management employing. They are- genuinely good and thoughtful org to its employees, kind and diligent in treating the employees. Special recognition goes to B. Coady, whose contributions in her role have significantly enhanced our human resources practices. In line with our commitment to legal compliance and best practices, we have undertaken a comprehensive review of our policies and procedures, ensured that we not only meet legal requirements but strive to exceed them, focused on maintaining a fair and inclusive workplace. This review process helps us stay current with employment laws and reinforces our dedication to creating a positive work environment.

We continue to provide support to the co-Editors-in-Chief (co-EIC) and Editorial team. It's important to note that this support is not a fixed process, but rather an evolving relationship that adapts to the changing needs of the organization and its leadership. The HR committee believes

it is well-positioned to continue this supportive role, addressing challenges and opportunities in human resources management as they arise.

During the recent meeting, C. Coady raised an important question regarding whether there will be an introduction of the board of directors to employees in future years. M. Asfar responded affirmatively, acknowledging that this is valuable feedback that has been received.

#### Marketing and community relation Committee

E. Godmere presented the report.

Our committee has focused on developing visibility and strengthening connections on campus. We recognize the importance of engaging with our student body and ensuring that the Fulcrum remains a relevant and accessible source of information.

We've identified that our Fulcrum alumni are a valuable resource for learning and engagement. We're working on initiatives to better connect with and leverage the experiences of our alumni network to enhance our current operations and strategies.

K.Buck extended his heartfelt gratitude to all the employees for their hard work and dedication. A special thank you goes to the managers, whose leadership and commitment have been instrumental in our success. We would like to give a big and special thank you to S. Coakley, our Executive Director. As the head of the organization, he brings a wealth of expertise and has proven to be a significant asset to the Fulcrum. His leadership and experience have greatly benefited our operations and strategic direction. Congratulations to C. Coady for stepping into her role with numerous responsibilities this year. Her contributions have been invaluable, and we appreciate her dedication and hard work in managing her duties effectively. It takes a lot of work to do it, and it takes a lot of time to do it.

K. Buck extended a big thank you to our volunteer Board!

- Emma Godmere, Chair, Fulcrum Alumna
- Ria Kunkulol, Treasurer, Student Representative
- Chaymaa Nadi, Secretary, Student Representative
- Mark Asfar-Flood, Director, Continuity Representative
- Avesta Alani, Director, Community Representative
- Keelan Buck, President, Contributor Representative

And all the best to our departing directors!

### **Election of 2024-25 Board of Directors**

#### Community Representative (max 3)

Two candidates are nominated for the Community Representative roles (maximum of 3 positions):

Devin Beauregard

- Part-time professor/instructor in political science and public administration at University of Ottawa
- Long-time illustrator and contributor with the Fulcrum (2004-2015)
- Experience in research and policy with several public sector organizations Education: BSocSc, MA, PhD (University of Ottawa)

Ryan Pistorius

- Practicing lawyer currently working with Gowling WLG's Advocacy group
- Former producer and host of The Law School Show podcast
- Former senior editor and online editor with the Ottawa Law Review
- Former VP (English) of the Common Law Student Society
- Education: BAH (Queen's), JD (University of Ottawa), LLM (Queen Mary University of London)

#### Continuity Representative (max 1)

A maximum of one seat will be filled by an individual who previously held any elected seat on the Board as a Director.

Emma Godmere:

- Ottawa-based radio producer, working out of CBC's parliamentary bureau, part of the team bringing CBC Radio's The House to national airwaves every Saturday morning
- Spent seven years at CBC in Toronto, producing interviews and weekly panels on q, writing scripts for national radio hosts, and guest-hosting shows on Radio 2 and Radio 3.
- Former Editor-in-Chief and News Editor with the Fulcrum
- Joined FPS Board in 2022, currently serving as Chair of the Board and Chair of the Marketing and Community Relations Committee

Emma Godmere's motivation for seeking a position on the Fulcrum's Board of Directors is rooted in her desire to give back to an organization that has played a pivotal role in her career as a journalist. As a former Editor-in-Chief and News Editor of the Fulcrum, Godmere recognizes the invaluable experience and opportunities the student publication provided her. She believes that serving on the board is a hands-on way for her to continue learning about the inner workings of the organization and to stay connected with the Fulcrum community. Godmere is grateful for the foundation the Fulcrum has given her, and she is eager to leverage her expertise and connections to support the publication's ongoing success.

#### Contribute representative max 2:

Keelan Buck

- Procedural Clerk with the House of Commons administration, providing non-partisan, expert service to MPs, their staff, and the public
- Former contributor with the Fulcrum, focus on long-form features pieces (2018-19)
- Joined FPS Board in 2022, currently serving as President of the FPS and Chair of the Governance Committee
- BSocSc, MA in public administration (uOttawa)

K. Buck echoes the sentiment of wanting to give back to the Fulcrum, an organization that provided him with valuable experiences and opportunities to grow as a writer. During his time at the Fulcrum, he had the chance to write feature pieces about people in unique positions, which complemented his academic studies. The Fulcrum served as a creative outlet that allowed him to explore his passion for storytelling and connect with others who shared similar interests. His goal

will be fostering connection, collaboration and strengthening the bond between the board and employees. He believes that by building bridges between these two groups, the Fulcrum can become an even more effective and cohesive organization.

Siena Domaradzki-Kim

- Marketing and communications professional with a background in journalism, currently Social Media & Website Coordinator with Doctors Without Borders (MSF)
- Former contributor with the Fulcrum (2020-21) and radio writer and host with CKCU and CIVL radio (2016-2020)
- Former director on the FPS Board (2021-22)
- Bachelor of Journalism and Film (Carleton), MLitt (University of St Andrews)

#### Student Representative (max 4 )

No less than three (3) and no more than four (4) seats will be filled by current students of the University of Ottawa who have active valid student numbers and are registered for at least one (1) class at the University of Ottawa for at least half their term. These students must not have ever been an employee of the Corporation.

Gabrielle Douglas

- Pursuing BSc in Biomedical Sciences at uOttawa
- VP Social of the Black STEM Student Association (BSSA) and an executive with the Nigerian Student Association at uOttawa
- Volunteer with Let's Talk Science, engaging with students through hands-on activities, workshops and events

Ria Kunkulol

- Pursuing BCom in Accounting at uOttawa
- Accounts Receivable Clerk with Public Services and Procurement Canada, working alongside accountants
- Former literacy tutor with the Learning Disabilities Association of Ottawa-Carleton
- Joined the FPS Board in 2023, currently serving as Treasurer and Chair of the Finance and Audit Committee

Nina also presented herself for this role.

Motion for all 3 candidates to integrate the 2024-2025 board of directors, as student representatives. Motions passed.

#### University Representative (max 1)

A maximum of one (1) seat will be filled by an individual who is employed by the University of Ottawa, preferably as a faculty member, for at least half of their term, and possesses requisite professional experience as outlined in Section 3.4b of this By-law.

Bhanu Bhakta Acharya



- Part-time professor with the Department of Communications at uOttawa
- Author and co-author of several books, freelance contributor with The Kathmandu Post
- Member of the Canadian Association of Journalists (CAJ)
- MA in Journalism (Purbanchal University, Nepal), MA in Communication, PhD in Digital Communication (uOttawa)

Motion for Professor Bhanu Bhakta Acharya to integrate the 2024-2025 board of directors, as community representative. Motions passed.

#### Fulcrum Alumnus (1 max)

A maximum of one (1) seat will be filled by an individual who was a previous employee of the Corporation and possesses requisite professional experience.

C. Coady presented herself for this position. Motion for C. Coady to integrate the 2024-2025 board of directors, as Fulcrum Alumnus representative. Motions passed.

#### Closing Business

##### 4. Business from the Floor

M. Asfar took a moment to congratulate the board on their successful year, noting the unexpected challenges that were faced and overcome.

Special thanks were extended to the President for their fearless leadership during a challenging year. It was noted that the President led the board with exceptional professionalism, guiding the organization through various obstacles with skill and dedication.

##### 5. Adjournment

E. Godmere motions to adjourn the 2024 AGM meeting.  
Motion passes.