



CFRU Board of Directors Meeting Agenda

Meeting Arrangements

Location: Room 335 University Centre

Date/Time: Monday, July 22 @ 5:30 – 7:30 pm

Attendance

Invited: Vish Khanna (Station Manager), Rachel Elliott/Student (Chair), Amber Holmes (Vice-Chair), Michael Treadgold/Community (Treasurer), Laura Ruddy/Student (Secretary), Brooke Wallace/Community (Staff Liaison), Joel Cuthbert/Community, Chelsea Cockshutt/Community, Abdul-Rahim Abdulai/Student

Guests: Jenny Mitchell, Andrea Patehviri, Scott McWhinnie, Janan Shoja Doost

Regrets: Amber Holmes

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Agenda and Minutes

#	Agenda Items	Speaker	Time	Notes
1	Call to order	Rachel	5:41 pm	Rachel calls the meeting to order.
2	Approval of the agenda	Rachel	5:41 pm	Chelsea makes a motion to approve the agenda, Joel seconds; passed by all.
3	Approval of previous meeting minutes	Rachel	5:42 pm	<p>Laura motions to approve the previous meeting minutes, Chelsea seconds; passed by all.</p> <p>Mike wishes to clarify a discussion point in the previous minutes, as he was not in attendance at the last meeting. Vish had mentioned that asking the Lang's for a donation had been allocated as being the domain of the Community Advisory Committee (CAC).</p> <p>Mike says that anyone can make an ask, and if someone has a personal connection to an individual or organization, it makes sense for that</p>

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				<p>person to ask since the relationship already exists.</p> <p>Vish clarifies that when the question of who should ask the Lang's arose, The CAC was just being formed and it was passed to the CAC to avoid double-asking. Mike updates the Board that the Prospect Clearance List exists now and is fluid. Mike encourages Vish to make the ask to the Lang's since he has an existing relationship.</p> <p>Jenny wants to point out that there should be a script and process for making asks and when this point was raised, the script nor the process had been put into motion.</p> <p>Vish brings up that the Lang's are most likely connected to others who may be willing to make a donation. If the Lang's are unable to help CFRU, then it's possible that they can point us in the direction of someone else who can.</p>
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				Andrea wonders if not having a charitable status will hinder large gifts. Mike confirms that large gifts may be hindered by not having charitable status, however it shouldn't be a problem for smaller gifts.
4	Message from the Chair	Rachel	5:49 pm	<p>Rachel welcomes everyone to the meeting. She says she is glad that everyone is gathered here and that this is a time for creativity and thinking bright thoughts. There are a lot of details that need to be dealt with, but Rachel encourages everyone to take a chapter out of the positive psychology book and look on the bright side.</p> <p>With a first time guest, Janan Shoja Doost at the meeting, Vish, suggests that we go around the table and do introductions. Everyone at the meeting introduces themselves.</p>
5	Station Manager Report	Vish	5:51 pm	<p>Vish welcomes questions about the Station Manager Report.</p> <p>Mike asks if we need a motion of approval for the insurance renewal.</p>

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				<p>Vish says that it is not necessary and that the renewal process is underway.</p> <p>Rachel asks about the coverage of legal expenses and what scenarios this policy will cover. She is concerned that the legal coverage we need may not be covered. Vish says he will look into this and forward Rachel the portfolio. Mike chimes in that there is a specific window of time to notify the insurance company when you need assistance.</p> <p>Chelsea asks about the Accessible Canada Act and wonders if there is a specific timeline to get everything in alignment with it. Vish brings up the email he was sent and says that no timeline was specified. He thinks that even though we probably already fit most of the criteria, a document will have to be prepared.</p> <p>Rachel brings up the topic of the response we received from Alumni</p>
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			<p>Affairs. She brings up how both Christopher and Alex both expressed doubts about the finality of the assessment. Rachel wants to follow up with Alumni Affairs to see why receiving donations through them is not appropriate at this time.</p> <p>Andrea wonders why the University sees CFRU as independent even though we use their CRA number, and they handle Human Resources for the station. Mike says it wasn't clear why we were rejected and Vish agrees that the response was confusing. Rachel pulls up the email she received from them and reads aloud the questions they had, as well as the answers she provided them with. Scotty suggests that Ian McDiarmid might be able to answer some of these questions and might be able to clear this up.</p> <p>Jenny asks Rachel if she is comfortable inquiring further about why we were rejected. Jenny</p>
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			<p>suggests framing it in a way that explains to Alumni Affairs why CFRU should be considered a part of the University. Joel suggests phrasing it as “Could you give us more clarity on what WOULD make an organization independent vs not?”</p> <p>Andrea is concerned that too much push back could result in the University detaching themselves from us further, eg. Not doing our payroll anymore. Andrea wonders whether other University clubs and groups would be eligible for charitable status/a fund with Alumni Affairs. Rachel says she will look up other organizations and compare them to CFRU.</p> <p>Scotty asks about the The Ontario, as he thinks they are structurally similar to CFRU. Finding out if they are independent could be useful. Mike thinks that they do their own payroll instead of the University. Vish says he will inquire about this.</p>
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				<p>Rachel says she will follow up with the College of Arts, since we have exhausted all other options. Andrea said that she did reach out to them, however it didn't amount to much. They sent her a testimonial to send to Carrie Chassels. Andrea said she is happy to forward the email to Rachel.</p>
6	Update from the Community Advisory Committee	Jenny	6:13 pm	<p>Jenny updates the Board on the CAC. No executive meeting took place in the last month, however there were meetings at the subcommittee level. The subcommittee minutes were sent to the Board Liaison just prior to the Board meeting, so the Board members can take some time afterwards to read them.</p> <p>Jenny talks about a question she still has regarding co-op membership. If we are going to be a co-op, we will need to clarify memberships. Organizational memberships exist and Jenny is unsure if we should pursue this option. Jenny believes there are advantages to having an</p>

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				<p>organizational membership in Guelph.</p> <p>Andrea brings up the Town Hall event that is in the works. Andrea and Jenny met with Brendan Johnson earlier in the day to discuss this. October 5 is a tentative date, since CFRU has many outreach opportunities in September to promote this. College Heights was proposed as a location; this is where the Guelph Neighbourhood Support Coalition meets. This location is on a bus line, has parking, and has a kitchen. Jenny goes over the proposed structure of the Town Hall. Mike thinks the Town Hall is a great idea.</p> <p>Jenny also mentions that a funding drive around Nicky Dread's anniversary is still looking like a good idea.</p>
7	Financial Report	Mike	6:28 pm	Mike presents the financial report and mentions that June was a predictable month. CFRU received minimal revenue and expenses went

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				as forecasted. The fiscal year ends at the end of August and we are looking at a small surplus as a result of adjustments to the tech budget. Any money saved will go into the emergency fund. Mike mentions that moving into the end of the fiscal year, CFRU has done a good job managing funds and Vish has done a good job managing budgets.
8	Accessible Canada Act (Bill C-81)	Rachel	6:32 pm	<p>Rachel talks about an Act that was passed the previous day by the federal government. The Bill has a lot of provisions in it and there is a new organization at the federal level to monitor this. There are specific items about broadcasting, which are applicable to the station.</p> <p>The Policy Committee will meet to create an Accessibility Policy informed by Bill C-81.</p> <p>Andrea wonders whether radio shows will now need to be transcribed. Vish confirms that this is a possibility, but mentions that there is probably software for that.</p>

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			<p>Mike asks staff if there have been an accessibility challenges in the past. Andrea says there have 2 people who have asked for radio transcriptions, but she has not had any other experiences.</p> <p>Jenny says she talks about accessibility in her orientation sessions and lets people know that if they need more accommodations they can let her know. She wants to avoid making assumptions about what people need and don't want to make them bring it up if they don't feel comfortable doing so.</p> <p>The overall response is that there have not really been an accessibility barriers to volunteers. Rachel reads out the definition of a barrier. Jenny mentions that members of the NCRA that make up the accessibility committee have put together a handbook. The handbook approaches accessibility from many different angles. There is a booklet</p>
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				circulating that can probably be made available to us.
9	Other business	All	6:40 pm	<p>Jenny asks for an update on getting more student members on the Board. Abdul says he has found it challenging to find representation right now. He has sent out a number of emails to potentially interested students but has only heard back from one. Vish and Abdul organized an interview for the person that responded.</p> <p>Jenny mentions Isaac Bell, as he has expressed interest in being on the Board. She wants to avoid overstepping and asking people again who have already said they were interested but haven't followed through. Abdul assures everyone that the recruitment process and interview process are in place for when we get interested people.</p>
10	Motion to move in camera	Rachel	6:45 pm	Rachel motions to move in camera, Mike seconds; passed by all.
11	Motion to move out of camera	Rachel	9:08 pm	Rachel motions to move out of camera, Abdul seconds; passed by all.



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12	Adjournment	Rachel	9:08 pm	Joel motions to adjourn the meeting, Abdul seconds.
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Agreed Action Points

What?	Who?	Deadline	Status	Notes
Look into legal expense coverage and forward Rachel the portfolio	Vish			
Post previous meeting minutes	Vish	ASAP		
Ask for more information and clarification from Kate about why we were not eligible for a fund	Rachel (with the input of Christopher and Alex)			
Look up other organizations and the University and compare them to CFRU	Rachel			
Send email to Ian McDiarmid and ask about our independence	Vish			
Ask the office admin at the Ontarion if they are considered independent	Vish			
Follow up with College of Arts	Rachel			
Policy Committee to meet about creating an Accessibility Policy informed by Bill C-81	Policy Committee			



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