# Meeting Arrangements

**Location:** Room 335 University Centre

**Date/Time**: Monday, September 30 @ 5:30 – 7:30 pm

# Attendance

**Invited:** Alex Green (Chair, Treasuerer), Viktorija Arsic (Vice-Chair, Secretary), Scotty Heartz/Community (Staff Liaison), Nicholas Cooper/Community, Natalie Vasilivetsky/Communtiy, Abdul-Rahim Abdulai/Student, Brenna McCutcheon (Student), Hillary Dort (Student)

**Guests:** Ian McDiarmid

# Agenda and Minutes

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| **#** | **Agenda Items** | **Speaker** | **Time**  | **Notes** |
| 1 | Call to order | Alex Green | 7:10pm | Bryan Webb will be joining our Board meeting around 7:45. |
| 2 | Approval of the agenda | Alex Green | 7:10pm | Scotty moves to rearrange agenda items; seconded by Natalie. Motion carried unanimously.  |
| 3 | Approval of previous meeting minutes  | Alex Green | 7:12pm | Viktorija motions; seconded by Scotty; carried unanimously. |
| 4 | Other business |  Nicholas Cooper Alex GreenNatalie VasilivetskyScotty HeartzIan McDiarmidHillary DortBryan WebbNatalie VasilivetskyAlex Green | 7:12pm7:16pm7:25pm7:27pm7:32pm7:38pm7:46pm7:53pm7:57pm8:00pm | Nicholas recounted the Team Charter and the edits we approved during the last Board meeting. He called on the Board to approve this as the first draft of the Team Charter as a living document. Nicholas motions to approve; Brenna seconds; Board approves unanimously. Alex discussed activates we can do during the COVID 19 crisis. He opened the floor to suggestions for what the station/Board can do to promote our presence and interesting projects. Natalie proposed collaborating with other radio stations and looking into fundraising initiatives. Scotty pointed out that radio bingo is very popular. Natalie brought up the microphones. Scotty said Bryan Webb will speak to that situation more, but so far, the microphones are on backorder. Scotty’s station report pointed out that there are still break ins at the station, but that our equipment is fine. He also celebrated that Jenny’s radio show, Bridging The Social Distance, is now broadcasting in the UK!Ian’s station manager report emphasized that the staff is doing well overall. Alex will convey his personal gratitude and praise for all the staff’s hard work keeping the station running. Hillary pointed out that with COVID 19 shutting down campus, students are not comfortable paying tuition fees. This will require the station to potentially adopt to this reality impacting our student fees, and the activities we can involve student’s in, including student volunteer engagement. Bryan discussed the strategy he uses at the Hamilton radio station he works at, suggesting that our station can make use of the Canadian Press news episodes and broadcast them hourly. Paying the fee would be annual for us to Broadcast. The staff is supportive of this option, and Bryan proposed to the Board that we do a one-year agreement with Canadian Press for $2,600 to broadcast. Given that some of our other license fees are waived, Bryan pointed out that we might use this money to pay for the CP Audio license. Byran pitched our terms to Chantel at CP Audio and is waiting to hear back from her.Natalie wondered if there were samples of the news broadcast we could hear as an example of what CP audio is like. Bryan will send samples to Scotty, and he will distribute for the Board to hear. In his capacity as treasurer, Alex does think we can afford this license fee for CP Audio. The budget does allow for us to spend on this because we are saving in other areas due to COVID 19.Alex Green motioned for the Board to amend the budget to include the CPA Audio fee of $2,600 dollars for Year one and $3,000 for potentially Year 2 (plus taxes). The motion was carried unanimously. Ian will put these fees on his card. Bryan will confirm the details with Chantel and get back to us. Regarding the microphones, Bryan still has yet to hear back from distributors and manufacturers. In particular, Red One needs to confirm stock. Bryan will keep up us in the loop.  |
| 5 | Motion to move in camera | Victoria Arsic | 8:07pm |  |
| 6 | Motion to move out of camera | Viktorija Arsic | 8:45pm |  |
| 7 | Adjournment  | Alex Green | 8:46pm |  |
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# Agreed Action Points

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| **What?** | **Who?** | **Deadline** | **Status**  | **Notes** |
| Regarding the MOU, convey to the staff that the status quo is fine, and that the staff do not have to worry. | Scotty Heartz |  |  |  |
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