



CFRU Board of Directors Meeting Agenda

Meeting Arrangements

Location: Virtual Zoom Meeting

Date/Time: Wednesday Sept 30th, 6:00pm-7:46pm

Attendance

Invited: Nicholas Cooper/Community, Natalie Vasilivetsky/Community, Brenna McCutcheon/Student (Secretary), Alex Green (Chair, Treasurer), Scotty Hartz/Community (Staff Liaison), Abdul-Rahim Abdulai/Student, Ian McDiarmid (Station Manager), Hilary Dort/Community

Guests:

Regrets: Viktorija Arsic (Vice-chair, secretary)

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Agenda and Minutes

#	Agenda Items	Speaker	Time	Notes
1	Call to order	Alex G	6:08pm	
2	Approval of the agenda	Alex G	6:09pm	
3	Approval of previous meeting minutes	Alex G	6:09pm	
4	Message from the Chair	Alex	6:10pm	<ul style="list-style-type: none"> • Victorjia has resigned from Vice Chair and secretary of the Board of Directors
5	Committee Assignments	Alex	6:11pm	<ul style="list-style-type: none"> • Labour Management – Alex G, Nicholas, Alex R, Christopher

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				<ul style="list-style-type: none"> • Employment equity committee – Hillary and Abdul Rahim • Fundraising committee – Brenna and Natalie (maybe Scotty?) • Joint health and safety – Bryan, Christopher, Brenna, Scotty • Tech committee – Bryan, Alex R, Nicholas, Scotty • Policy Committee – Christopher, Jenny, Alex G • Programming committee – Christopher, Alex R, Nicholas, Brenna • Hiring Committee – Christopher, Natalie • Finance committee – Alex R, Alex G, Hillary, Ian, Bryan • Looking for a vice chair on an interim bases – Hillary may be interested • Waiting to see if Victorjia has officially left the board of directors
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6	Air Purifiers		6:27	<ul style="list-style-type: none"> • Staff has looked at getting one or more air purifiers for the station • Will come out of the capital expenditure • Look into getting this funded by a COVID relief fund – may be a campus directed fund • Scotty is going to look for getting a filter for the general system which should be paid for on the house as it is part of the University Centre • Top line air purifier would be \$3000 with tax, that's a comfortable number • Scotty will be in touch with Bryan to look into filters for the air purifier • We give permission to purchase anything around \$3000 – start at one purchase for now and we will use it in the on-air studio as that room will experience the most human traffic
7	Report from the Finance Committee	Alex	6:36	<ul style="list-style-type: none"> • Ian made a preliminary budget • We are still unaware of the enrollment number for this year –

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				<p>we've heard its not that much of a loss but this may be a rumor</p> <ul style="list-style-type: none"> • At the last finance meeting there is some likelihood that we will run a deficit this year • We do have a good amount of cash in the bank (\$300,000 plus whatever we are receiving from student fees this year) so it is not of concern that we may run into deficits • It was discussed whether we have sufficient funds to hire another staff member, the staff want us to fill the marketing and outreach position and we have the money to do it • Scotty spoke with Andrea to pick her brain about who would be best for the job and what the job would entail (job reconfiguration) • Final report, if we hire someone we may run a deficit – not a huge one • If we hire a outreach manager in January we will have a \$35,000 deficit, without a station manager
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8	Hiring	Alex	6:43	<ul style="list-style-type: none"> • The board is in agreement that we would like to hire someone • Alex asks for unanimous consent to go forth with hiring someone • Board is unanimous • Jenny has 10-15 marketing and outreach hours, if we hired someone Jenny would lose those hours • We don't necessarily need someone to fill the full job title right now because there are no in person events • Upon hiring an outreach manager, there will be a shift in job titles different in the collective agreement • The hiring committee and the staff will meet to discuss the technicalities of what they want in the new hire • We are bound by the collective agreement right now, so if we want to make changes, we need to go through signing an MOU • There will be a meeting with labour management and hiring
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				committees to tackle technicalities in hiring the new outreach manager
9	Management Reconfigurations	Alex	6:58	<ul style="list-style-type: none"> Spoke about labour management committee to meet to discuss management reconfiguration
10	AGM	Alex	6:59	<ul style="list-style-type: none"> 30 is the quorum Alex has to give 45 days notice for the AGM Begin to discuss how to host the AGM virtually – Zoom? Microsoft Teams? Webex? Board of directors should actively recruitment for board members
11	Other business	Alex	7:09	<ul style="list-style-type: none"> none
12	Motion to move in camera	Alex	7:09	<ul style="list-style-type: none"> unanimous consent
13	Motion to move out of camera	Alex	7:46	<ul style="list-style-type: none"> unanimous consent to move out of camera
14	Adjournment	Alex	7:46	<ul style="list-style-type: none"> Meeting adjourned

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Agreed Action Points

What?	Who?	Deadline	Status	Notes
Labour Management meeting	Alex G, Nicholas, Alex R, Christopher	TBD	ongoing	Figure out how the transfer of hours is going to work due to the new hire. Make appropriate MOUs.
Hiring committee meeting	Natalie, Christopher	TBD	ongoing	Taking the position and posting the hours to look for a person to fill the role.
Ask about virtual AGM meeting	Board of Directors	TBD	ongoing	Ask around to see if family or friends have done a virtual voting meeting and what platform they've used.