



Board of Directors Meeting Agenda

Date:	Apr 10, 2025
Time:	6:00 pm This is a Hybrid Meeting In person at UC Room 334 Online at: Join Zoom Meeting https://us02web.zoom.us/j/82345983421?pwd=vQxzhIEHATxbI5FlkrHaFiOEsf9uNx.1 Meeting ID: 823 4598 3421 Passcode: cfriu
Attendees	Online: LongFei Chen, Samir Baijal, Josh Gonzales In Person: Bryan Webb, Chelsey Edwards, Sharon Huang, Amir Benkelai, Olivier S, Rickky Szostak, Christopher Currie, Jenny Mitchell, Emily Aimola

Call to order: 6:14 PM.

Approval of the agenda. Motion Amir, Second - Samir

Approval of previous meeting minutes.- refer to email

Committee Reports

Agenda Item	Purpose	Lead	Duration	Motion
Our Upcoming Visioning Sessions	To determine the first date for our visioning session	Chelsey and Emily	20 mins	
Notes	<ul style="list-style-type: none">• Thursday the 8th - Board & Staff Visioning• Later will figure out the Board alone visioning session• CSA may grant UC 225, UC 224, and/or UC 223 to Radio Gryphon if no organization have one of them booked• Form for Staff to fill out for Board Members to see what they view as priority which will guide our vision session with them			




Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> • 2nd meeting for Board alone to see how to support station long term and staff • Board & Staff sessions intended to be half-day - 12 PM to 4 PM • Board & Staff Visioning for Thursday 8th May, 12 to 4 PM. 			
MOU	For the Music Directors Role	Chelsey and Christopher	15 mins	Approve the continuation of Christopher, Jenny, and Emily's hours taken from Alex until the MOU is signed Motioned :Chelsey Seconded : Ricky
Notes	<ul style="list-style-type: none"> • Check in on progress • To have 2 days for Board to review & approve the MOU <ul style="list-style-type: none"> ◦ All Board members required to review/approve by Sunday, Apr 13, 2025 • Pushing the posting of the job to upcoming Monday, Apr 14, 2025 • Suggested to add a date to check-in with the Music Director <ul style="list-style-type: none"> ◦ The agreement has an item regarding such a check-in ◦ Move Staff Liaison into this 			
Agreement with the University over UC space	Recurring item		20 mins	
Notes	<ul style="list-style-type: none"> • Check in on progress • Not yet signed because a request was sent to have the Chair and Vice-Chair be the signatories. • The Administrative Coordinator sent the questions to 			



Board of Directors Meeting Agenda

	UC Space Use Staff brought up last meeting. <ul style="list-style-type: none"> Have yet to hear back from the UC Contact. 			
Committees		Emily	5 mins	
Notes	a. Board needs to confirm their committees - <i>any more updates?</i> b.  Committees for review and comment c. Executive decision to move forward with the preset committees d. Adding Staff onto committees - have a meeting about the uncertain ones			
Reminder: Anti Oppression Training	Reminder to complete	Emily	2 mins	
Notes	<ul style="list-style-type: none"> Link to training module: <ul style="list-style-type: none"> Harassment and Violence Prevention for Designated Recipients & Employers WSPS Send receipt of payment and the Administrative Coordinator can repay Deadline is June 1st - Budget of 150\$ 			
Creative Facilitation Training presentation		Jenny	20 mins	For the 2025 calendar year, the development fund is raised to \$3,000.00 with the ability to deduct, per diem overages, for the fund and to allow the fund to rollover for 1



Board of Directors Meeting Agenda

				<p>year after which it expire; and that the development fund be raised from \$750.00 to \$1200.00 with the acknowledgement that it will change upon entering bargaining; and that the \$1200.00 sum will roll over for 2 years after which it shall expire.</p> <p>MOTIONER : Chelsey SECONDER : Sharon</p>
Notes	<ul style="list-style-type: none">• Staff development fund request<ul style="list-style-type: none">◦ CFRU Staff Development Fund - Board Request• Temporary development funds (or a fundraised sum even) to go to a Creative Facilitation workshop.• A type of anti-oppression training in uncommon areas such as poster design• Radio Gryphon to sponsor such an event for the Board, staff, maybe even volunteers.			



Board of Directors Meeting Agenda

	<ul style="list-style-type: none"> • Facilitated by Art not Shame organization. • Multi-days training with a more advanced workshop possible after known as Knotty Groups. • Usually offered \$400 per person or \$700 drop-in to do both. • https://artnotshame.org/trainings - scheduled in May. • Raising the development fund for this year to \$3,000.00 CAD in understanding of the Art not Shame facilitation and the Nanaimo BC conference where the price may shift due to ongoing tariffs. <ul style="list-style-type: none"> ◦ This is per person. ◦ Opening up Art not Shame's training for volunteers and Board. ◦ Subsidizing spots for beyond staff. ◦ ~\$2,500.00 spent on accommodation, ticket, and flight for Nanaimo BC conference. ◦ Unused fund: \$3000 rolls over for 1 year, the base fund of \$1,200 rolls over for a 2 year period and then expire ◦ Per diem overages can be deducted from the Staff Development Fund, if daily per diem does not cover all excess expenses (food, transit, etc) • The Staff Development Fund will be effectively confirmed to change to \$1,200 - with the understanding that it will be permanently adjusted in the Collective Agreement when bargaining occurs. • Future discussions on offering the conference to volunteers and/or Board members. • Bring up the Board Development Fund in the visioning session to encourage people to join the Board. <ul style="list-style-type: none"> ◦ Coming to conferences &c. 			
Finance	Monthly finance update	Emily	15 mins	
Notes	<ul style="list-style-type: none"> • Consistent from Feb • Overreached budgeting expectations for advertising. • Student fees also over the budgeting expectations. 			
Chelsey's Request to the Board	Assistance with creating a 2 minute film about the importance of community radio	Chelsey	10 mins	
Notes	<ul style="list-style-type: none"> • Creative Brief • I have a final exam for one of my film courses to make a 2 minute PSA • I would love to make it about the importance of 			



Board of Directors Meeting Agenda

	<p>community radio and CFRU</p> <ul style="list-style-type: none">• The timeline is short because of the exam period• Would anyone be interested in participating to give a quick interview today or Friday?			
Other Business				
Notes	<ul style="list-style-type: none">• credit card application - Emily<ul style="list-style-type: none">◦ Everything approved - the document for acquisition will be sent soon.• Bylaw review process - LongFei<ul style="list-style-type: none">◦ Setting up a process to get the votes.◦ Out of compliance for taking so much time◦ Warm season CFRU party to celebrate the summer◦ 45 days from Monday April 14th for the A/EGM on-site (UC) to vote for these changes.<ul style="list-style-type: none">■ Food &c. Similar to a board meeting.			