



WLU Student Publications Board of Directors Meeting Minutes  
September 20, 2016, WLUSP Board Room

**Attendance:** Meghan Roach (President and Publisher), Lakyn Barton (Executive Director), Mynt Marsellus (Board Member), John Pehar (Treasurer), Maddy Cutts (Board Member), Randy Moore (Finance Manager), Matt Burley (Board Member), Jamaal Owusu-Ansah (BMO)

**Gallery:** Beth Bowles (Cord EIC)

**1. Call Meeting to Order**

Call to Order at 6:09pm

**2. Approval of Agenda (September 20, 2016)**

**Motion:** Mynt

**Second:** Maddy

Passes

**3. Approval of Minutes (July 20, 2016)**

Edit: Randy is ex-officio instead of Member at Large

**Motion:** Maddy

**Second:** Abdi

Passes

**4. Final Budget**

Changes from interim budget:

- Web Director term to be continued to the end of April.
- Randy has removed \$1000 tech development
- Brantford now has Varsity sports so an additional \$450 was added for travel costs
- Switched to CentraWeb which provided lower printing costs
- Alistair is now picking up the delivery from the printer in Toronto which now costs only half the price of the delivery we were paying before

**Motion:** Matt

**Second:** Abdi

Passes

**5. Chair's Report**

- Camp
  - 39 people attended throughout the weekend

- Lauren from Abstract came and held strategic planning process
  - She has created a progress report which will be distributed for the next meeting
- Cord 90<sup>th</sup>
  - Beth, Lakyn and Meghan have been working on invitations, planning, and reaching out to alumn
  - BOD are welcomed to get more involved with ideas for speakers, events, etc

## 6. Executive Director's Report

- Cord 90<sup>th</sup> & Camp as Meghan already mentioned
- Senior Leadership in the NFP Sector
  - Financial Management was this month. A lot of conversations about reserves, fundraising, and excel!
- Printing
  - Changed printers from CanWeb to CentraWeb. Tavi is our representative there and it's going extremely well.
- Newspaper Boxes permit need for City of Waterloo
  - Currently filling out the paperwork for the 5 boxes we have within Waterloo
    - Question: newspaper stands in new Business building?
      - We are looking into getting a small stand (not a box) for the new business building but we are currently already distributing there on tables

## 7. Final Remarks

Meghan: Fred and Gary have stepped down as Community Members on the WLUSP Board due to their busy schedules.

We are currently looking for 2-3 new community members now

If you have any suggestions of media-minded folk who would be interested in serving on a board please bring their names forward

John: Do we still have quorum?

Yes! With 4 members present we are still able to hold meetings.

Can we have less printed materials at the meeting?

Save paper and money!

Strat planning meeting with the Board that was mentioned previously?

Considering most of the current Board was present at Camp, Lauren already has your input. There will be survey to be completed by all volunteers including the Board.

## 8. Adjournment

**Motion:** Maddy

**Second:** Mynt

Passes

Meeting adjourned at 6:24pm