

WLUSP BOD Meeting

Date: April 28, 2022

Attendance: Randy Moore, Kurtis Rideout, Kashyap Patel, Care Lucas, Grace Corriero, Jack Vrolyk, Jackson Wells, Jacob Rice, Sara Sheikh, Rosalind Horne, Serena Austin, Mythreyi Vijayakulan , Yasmeen Almomani, Arshy Mann, Abigail Heckbert

1. Call Meeting to Order

Meeting called to an order at 5:02 pm.

2. Approval of Agenda

Motion: Jacob Segal Rice

Second: Sara Sheikh

3. Approval of Meeting Minutes

Motion: Sara Sheikh

Second: Rosalind Horne

4. Chair Report

All publications have officially finished off their term and departments that have successors have been working to transition incoming staff. The Sputnik and The Cord printed monthly during the winter term and both publications have enhanced on campus partnerships. Volunteer appreciation night was held last week which provided staff and volunteers the opportunity to celebrate their accomplishments.

5. Executive Director Report

Department Updates:

- Distributing physical copies of all our publication
- Hired internal candidate for the Interim Advertising Manager role
- Discussing feasibility of doing sitting at convocation and this will depend on participation from several parties

Organizational:

- Bought 5 new computers
- Shift in operation had to move to Laurier new network and looking for solutions of connectivity and general production
- Main challenge lack of compatibility of server
- Maintain a hybrid working model

6. Interim Budget Approval

Overview:

- Total Revenue: 684, 418.46
- Wages: Raises for all the departments
- Total expenses: 731, 838. 80
- Deficit: 47, 420.93 (No issue with this heavy deficit as we have been functioning on a surplus for the past two years due to Covid-19)
- Going to purchase more new equipment next year going to be investment in people and equipment

Central department:

- Student fee: Get the most in fall and winter when we get the most student

- Bring 514,000 through SAC fee
- Central Net income: 401, 296.84

Executive director:

- Was provided as raise across the board started with part-timers and continued to all the full-timers

BOD/President/Publisher Department:

- Provided a raise
- Gets a parking pass
- Total cost: 46, 247.00 (For the Board and publisher department cost)

Finance Department:

- Designing an app for ads and we budget 2000 for the contracting fee, the app is part way designed
- Certain elements have been created such as the confirmation

Advertising Department:

- Total revenue: 45, 575.00
- Payroll for Advertising Manager has increased
- Total department would cost 50,000

Human Resources:

- September to end of the year for Human Resource Manager
- Wages: 9,491. 92
- Human resource total cost 18,000

Online Production:

- Total expenses: 17, 560.00

Community Edition:

- Add extra hours for editorial assistant
- Addition of honorarium for podcast and video
- 10% increase in printing
- Wages: 72,085.98
- 103, 109.59 to run the community addition

The Cord Department:

- Total revenue: 1, 500
- Wages: 90, 919.62
- Total expenses: 132, 332. 56 to run the cord
- Have budgeted to print bi-weekly and aspiring to do normal operation by next January and if can be done in September will be done

The WLU'er:

- Total expenses: 7, 368
- Is an information guide with resources and general overview
- Going to stick with the more affordable print option (non-glossy cover)
- Made a profit in last year's WLU'er

The Blueprint:

- Total expenses: 19, 440. 46
- Only budget for one issue per semester
- The major change the high gloss paper in terms of the cover so budgeted for a larger issue
- Want to change it to a part time role through 10-hour regular salary

Keystone:

- Total expenses: 13, 991.92

Brantford:

- Total Expenses 10, 600

Distribution:

- Going to cost 11, 467 to operate this department

Radio Laurier Department:

- Total payroll 55, 562.86
- Cost 62, 761.86
- Higher honorarium for Managers that perform beyond expectations

Laurier Student poll:

- Total expenses: 2324

7. Approve the Interim Budget for 2022/2023

Motion: Jacob Segal Rice

Second: Sara Sheikh

- Has been approved

8. Adjournment:

Motion: Sara Sheikh

Second: Jacob Segal Rice

Meeting adjourned at 6:07 pm