

Fulcrum Publishing Society Board of Directors Minutes

Wednesday, March 12th, 2008 6:30 p.m.
Location: Fulcrum offices – 631 King Edward Avenue

1. Opening of the Meeting

Attendance:

Tyler Meredith
Rob Fishbook
Melanie Wood
Toby Climie
Nick Taylor-Vaisey
Pam Hrick
Jessica Morris
Kris Lloyd
Francois Picard
Michael Cheevers
Benjamin Myers

Meeting convened at 6:39 PM

2. Approval of the Agenda

Motion to change 'Ad Rep Computer' to 'Server'

Motion to approve agenda by Tyler

2nd by Jess M

Approved

3. Report from the President

President's Report

Our bank account currently contains \$115,288.38 in chequing, \$10,090.05 in our GIC, and \$9,998.84 in our saving account (we invested \$10,000 but apparently the deposit charge takes the total down before we get to see any of the nice interest...weird) for a total of \$135,377.27. This is the highest balance we have ever had despite our efforts to spend money on computers and software.

I have purchased copies of Microsoft Office for all of the editorial computers in the office due to problems with Open Office on many computers. Things seems to be running well now.

Huong came in a few weeks ago and our books are up to date and in very good shape.

I am still helping U of O Alumni coordinate a Fulcrum reunion to be held during Homecoming next year, and they were recently provided with a list of Fulcrum staff from the past 10 years to invite to the event.

DeeDee and I have been having success collecting from some of our slower advertisers and I'm confident that all collections from the first semester will be up to date and by the end of March.

I have not had any success as of yet selling the Treo phones, but plan to expand my "used" online posting

I have spent much of the last month preparing for the Annual General Meeting and preparing policies to be enacted on March 19. The process took much more work than I could have ever imagined, but if the motions pass as planned at the AGM we will be in a much more manoeuvrable situation policy-wise for the coming year.

4. Report from the EIC

Editor-in-Chief's Report

I write this report using a brand-spanking new version of Microsoft Word, which alone indicates that things are good on the editorial side. Rob installed the software this week and it should hopefully be the final step in our office upgrades so that we can produce the best newspaper we can.

We're currently in the midst of editorial board elections. To date, Frank Appleyard has been elected as next year's editor-in-chief and Ben Myers has been elected as production manager. I'm very excited at the prospect of Frank taking the reigns next year and look forward to passing on any knowledge I may have acquired over the last year.

Elections for arts editor and sports editor will be held this coming Thursday, and art director, executive editor, features editor, and news editor will be held on the 20th. You're all very welcome to attend. They take place at 4 p.m. in the Fulcrum offices.

I've completed a first-draft of our constitution, which I sent out to you all on Thursday, and we will be discussing it later in this meeting. If you have any questions or ideas about what it might be lacking, I look forward to hearing them.

There are four remaining issues in our publication year and things continue to go smoothly. We've had a number of large issues this summer and have had the opportunity to cover a lot of breaking news like the SFUO's elections, the federal budget, and an evacuation of the University Centre, and I'm optimistic that the remaining issues will be just as exciting.

And speaking of the news section, Nick has been collaborating with Wassim Garzouzi at La Rotonde to organize election debates for the various SFUO and GSAED elections taking place over the last month. The response from campus at large and those involved in the debates has been largely positive, and I hope to see media on campus collaborating in future years.

That's it from the editorial side. Hope to see you all at the AGM in two weeks.

5. Approval of ad sales report

Advertising Representative's Report

Hello everyone. Sales are still going very strong. We are currently at approximately **\$106214** which is fantastic and we are still getting a lot of calls and new business.

My contact at Money Mart and I are meeting next week with the decision makers to discuss their advertising intentions (if not for this year we'll talk about next year). Also, staffing agencies are interested in advertising with us and apparently once you get one, you get more since they're very competitive. Other new businesses include several storage companies that want to promote before students go home. All in all, we're doing very well!

Have a great BOD everyone.

Motion to receive by Tyler
2nd by Rob
Approved

6. Server

Rob: I would like to buy a new Apple Server for the Fulcrum office as our current server is designed for other purposes, does not work exactly as we need it to, and would be difficult to fix if it ever broke down. We had a problem on Tuesday where the advertising drop box disappeared.

Kris: Have you looked into other server options other than the Apple server, such as the windows home server?

Rob: What we currently have is basically a windows home server running linux. Windows charges a lot for their server software including costs for each person who logs on. The Apple server is the best, cheapest option.

Francois: Will there be any problems switching to the apple server?

Rob: The only problem that I can foresee would be the potential problem of the upstairs printer not working with it due to it not having USB, but we have that problem with our current server anyways.

BIRT that the BOD approves the expenditure of \$500 plus any applicable tax and warranty to purchase a new apple server

Motioned by Tyler Meredith,
2nd Jess Morris
Approved

7. Committees

a. Constitution

b.

Section 7

7.03 Changed to equivalent of ¼ page to allow for multiple ads within the issue.

7.10.F Changed to allow candidates to request to know the vote count if they so choose.

Section 12

Ownership Rights policy will be added by Mel prior to staff approval to set out policy on who controls Fulcrum content.

BIRT the EIC get approval to edit the final draft of the constitution for spelling and grammar

BIFRT the constitution be received and adopted by the BOD from the previous amended sections

Moved by Tyler Meredith,
2nd by Jess Morris
Approved

a) HR/ Policy Manual

b) Financial Controls

To be dealt with in AGM section.

8. AGM

a. Chair/Chief Returning Officer

None of our first choices are available on that date. Rob will approach
Jason Chiu
Vince LaPlante
Wassim Garzouzi

If none are available to chair the meeting Rob may use his executive powers to appoint a chair provided that conflicts of interest are avoided.

b. Location

c. Incentives for attendees

Agora in the Unicentre. There are more costs associated with this space, and getting pizza as Chartwells charges surcharges within the Unicentre.

Motion for additional funds to support the AGM

BIRT that the BOD approves a budget of no more than \$500 in total for the AGM.

Move by Tyler,
2nd by Toby
Approved

d. Motions

Motion 4

BIRT that Motion 4 be amended to provide that the BOD shall consider re-approving a mandate prior to the AGM and where the board has approved the mandate, it shall be considered enacted and shall not rise to the AGM for consideration that year

Motion to approve by Tyler Meredith
2nd by Jess Morris
Approved

Motion 6

BIRT that Motion 6 be amended that a chief returning officer be selected based on the mutual consent based of the Editorial Board and the Board of Directors.

Motion by Tyler Merideth
2nd by Jess Morris
Approved

BIRT the motions be approved by the Board of Directors and be presented as amended by the Board of Directors at the AGM

Motion by Toby Climie
2nd by Rob Fishbook
Approved

9. Business Hiring

a. Salaries

Rob: what do we want the business manager's salary to be next year and do we want to separate President and Business Manager. We should decide this now to have it in place by May 1.

Toby: What is the current annual salary for the business manager?

Rob: \$15,000/yr plus 5% commission on ad sales.

Jess: What is Ad Rep comission?

Rob: 25% on new contracts, 15% on old contracts, up until the local sales target where it jumps to 35%

Jess: We should separate the positions.

BIRT the salary of the business manager for the 2008 publishing year be set at \$16,000 plus 8% commission on all local advertisements collected, provided that contracts have been signed by the advertiser and that they are collected by the close of the term following the term in which they were invoiced.

Moved by Tyler Meredith
2nd by Toby Climie
Approved

a) Process

BIRT a budget of \$500 be approved go towards advertising for hiring a business manager for the 2008 publishing year.

Moved by Tyler Meredith
2nd by Toby Climie
Approved

10. Any Other Business

11. Adjournment

BIRT motion 1 to be presented at the AGM;

BIFRT all ex-officio members of the BOD be granted speaking right for the remainder of the meeting.

12. Adjournment

Motion to adjourn by Toby Clemie

2nd Jess Morris