

Arthur Newspaper AGM 2018 - Minutes

December 3, 2018

Meeting called to order: 7:07PM

Members present:

Josh Skinner (former editor)

Dan Morrison (former editor, member-at-large)

Miranda Rigby (Secretary, former editor)

Maeve de Savoye (President)

Max Niehaus (Treasurer)

Brigid McLaughlin (copy editor)

James Kerr (chair)

Janahan Ravikumar (member-at-large)

Tyler Majer (member-at-large)

Daniel Arias (member-at-large)

Spencer Wells (member-at-large)

Kavya Chandra (member-at-large)

Lubna Sadek (co-editor)

Leina Amatsuji-Berry (co-editor)

Others present: N/A

Regrets: Janette Platana (board candidate), Jiahe Fan (board candidate)

Housekeeping by James Kerr (chair):

- *Turn off cell phones*
- *Why we are we doing this? A time for all members to show up, account for time between AGMs*
 - *Reports presented, questions, etc.*
 - *Ballots allowed if requested*

I. Approval of minutes: AGM 2017, December 12th, 2017.

- Max Niehaus motions to approve.
- Maeve de Savoye seconds; motion carried.

II. Approval of minutes: Spring Election, March 22nd, 2018.

- Max Niehaus motions to approve.
- Maeve de Savoye seconds; motion carried.

III. Approval of minutes: Last Board Meeting, November 15th, 2018.

- Max Niehaus motions to approve.
- Maeve de Savoye seconds; motion carried.

IV. Presentation:

i. Previous co-editors report: Dan Morrison & Josh Skinner:

- ½ operating budget in debt
- Slashed hours, reduced printing
- Only hired TWSP employees
- Eliminated half of the debt
- Covered the closure of the Spill
- “Found our own” in later half of the year
 - Floor opened for questions by chair; no questions

ii. Current co-editors report:

Lubna Sadek reported:

- Sorry for delay due to technical difficulties
- Increased to bi-weekly publication after year of reduced papers
- Work every other weekend and are published on Wednesday
- Hired members: 5 TWSP staff writers, 2 general (copy, production assistant), 1 international student (business manager); 1 non-TWSP (distribution manager)
- 11-5pm standardized office hours, pushed back an hour from original posted because of personal reasons
- Story meeting every Wednesday; chose Wednesday after consulting staff collective
 - Rotating model: First meeting, come up with ideas; Second meeting, follow up with stories already in progress

Leina Amatsuji-Berry reported:

- Developing success in training initiative, but not yet happened; looking to finish orientation booklets and packages for online

- Meaningful relationships cultivated with other levy groups; Trent Radio show 12-1 Wed
 - Levy group meeting and policy meetings have increase engagement with other levy fee recipients
 - Meetings happen once a month, bi-weekly Mondays?
- 2nd year cultural studies course: Media and Society: mini-internship, come to story meeting, pitch us a story or they get assigned a story; thus far 4 students have completed this assignment

iii. Financial report:

- Emergency plan 2017-2018; primarily around reducing costs
- Strictly hiring TWSP and TIP
- Happy to send out the budget to whomever requests it
- Followed the emergency plan from the previous year
- Hope to eliminate financial debt of the newspaper
- Increase own pay; 7 TWSP and 1 TIP hired
- Copies printed:
 - 3000 copies printed issue zero
 - 2000 copies printed issue 1
 - Now 1000 copies printed
- Business manager office has been removed
- Access online banking; bank charges reduced (-\$30 for wire transfer)
- \$95 in bank charges vs \$210; maintaining a relationship with bank
- Trying to get a phone line
- Actuals have been under the actual cost thus far this year

The chair opened up the room for questions:

- Miranda Rigby asked: two points of clarification (date of Radio Show and position for TIP student), information clarified and minutes reflect correct answer; asked about the printer and minimum paper quantity: minimum 1000 copies printed, printer McLaren Press Graphics
- Josh asked about budget for training: no training yet booked but will be planning in the new year
- Maeve de Savoye asked: where are we in the process of acquiring a phone line?: not yet done, but looking into it and it is a priority for the new year
- James Kerr informed: unfilled TWSP/TIP is a priority, if you do not have people to fill the positions it will be more difficult next year to acquire the funding, suggested meeting with TWSP and TIP as soon as possible: Editors agreed.
- Spencer Wells asked: what vacancy exists for funding: staff writer TWSP & TIP
- Miranda Rigby asked: how is advertising going this year? where are you seeking advertising revenue: Editors replied:
 - Most advertising requests are made through email
 - Business Manager contacts previous clients and is in charge of finding funding through those accounts

- Half Media supplies some National advertisements
- Miranda Rigby informed: In previous years paper size was mostly dictated by advertising revenue, may suggest considering that model. Editors said they would consider doing similarly.
- Spencer Wells asked: would the editors consider doing an on-campus consumer audit to see the amount of papers actually read
 - Chair (James Kerr) stated: can't print fewer than 1000 copies, cost for audit approximately \$3000, shouldn't waste this much funding
 - Editors stated: part of the Distribution position is to tally remaining copies and to change locations if necessary
 - President (Maeve de Savoye) stated: many of the places are on-campus and in public places
 - Chair asked if this clarified, Spencer Wells stated it did.
- Max Niehaus motions to approve all .
- Maeve de Savoye seconds; motion carried.
- Unanimous.

V. Consider and approve nominations to Arthur's Board of Directors.

- Nominees for consideration: Janette Platana, Jiahe Fan, and all members of the Board
- Requested to be exempt from vote: Joshua Skinner
- Call for ballot made by Max Niehaus.
- All candidates present gave speeches: Janette and Jiahe sent regrets; all names are gathered and re-voted for; chair tallies votes
 - Point of information (by Miranda Rigby): Any residual members from Spring Election?
 - James Kerr and Berfin Aksoy
- All seven members approved, Joshua Skinner is no longer a member

VI. Other business

- Office fish? No.
 - Office mouse has been gotten rid of after debate of keeping it and the cost.

VII. Motion to Adjourn

- Maeve motions to adjourn meeting at 8:07PM.
- Unanimous all in favour.

Meeting adjourned at 8:07PM.