

# THE MEDIUM

## MINUTES

BOARD OF DIRECTORS MEETING  
FRIDAY, NOVEMBER 22, 2018  
11:00 A.M., MEDIUM OFFICE

1. Call to order
2. Present: Mahmoud Sarouji as EIC (non-voting), Austin Beattie, Stephen Mapplebeck, Cesar Lozano, Muhammad Zaid Arif  
Regrets: Harris Watkins, Colin MacFarlane, Menna Elnaka (non-voting)  
Meeting called to order at 11:09
3. Adoption of agenda  
EIC moves to adopt agenda, Austin Beattie seconds motion. Motion carries.
4. Presentation of potential purchases  
EIC discusses process for chairs and coffee tables. One chair from IKEA is \$60 each without tax, coming to a total of \$67.8. EIC proposes buying 8 chairs for section editors (total of \$542.2,) not for Managing Editor and EIC. EIC also proposes purchasing a coffee table for \$25. EIC proposes a \$600 budget for furniture purchases. Beattie asks what kind of chairs. EIC shows a sample image of the chair to the board. EIC says the chairs in the office are old and 5 of them are broken. EIC has received complaints about chairs consistently.  
  
*EIC moves to propose motion for a \$600 budget for coffee table and chairs. Cesar Lozano seconds. Motion carries.*  
  
Beattie asks about other potential purchases such as keyboards and mouse gadgets. EIC says those purchases will be made after furniture.
5. Financial update  
EIC says The Medium's Financials have not yet been received. Will discuss with the Board when it is available.  
  
EIC says we have received a potential of 8 ads, as informed by Ad manager Mayank Sharma. Beattie asks if ad manager is part of executive board. EIC answers he is part of editorial staff but does not come in on Sunday.

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Beattie asks what is the plan to increase ad revenue. EIC says he asked Ad manager to increase ad outreach for the paper, since no new ads were received for the past few months. EIC says Ad manager gets commission if we get ads outside of the regular school routine, i.e ads for UTMSU and UTSU are not commissionable. Beattie asks how many ads do we normally have in the paper. EIC says the paper normally has in-house ads depending on available space and issue size. Beattie asks if receiving 8 ads is considered good, EIC answers it is good and a significant improvement from the first few months. EIC discusses *The Medium* should have a new ad every 2 weeks or so. New ads will also be published in the new year (i.e January) since this year *The Medium* has 2 issues left.

Beattie asks about revenue in general by raising the levy. EIC says a referendum will be held to get student opinions, but he still has to discuss logistics with UTM about process to initiate discussions. Beattie asks if EIC needs help with reaching out to administration. EIC says not at the moment, but perhaps in the future.

EIC asks if the board has questions.

6. Other business  
Motion to approve Mahnoor Ayub as secretary. Motion seconded by Stephen Mapplebeck. Motion carries.
7. Adjournment  
Motion to adjourn at 11:21. Meeting adjourned at 11:22.

## NOTES:

A motion to approve these minutes was emailed out to all board members on December 6, 2018, at 11:32 pm. Seconded by *Austin Beattie*.

On December 9<sup>th</sup>, 2018 at 6:46pm these meeting minutes were approved.  
**4 FOR 0 AGAINST 0 ABSTAIN.**