

THE MEDIUM

AGENDA

BOARD OF DIRECTORS MEETING
FRIDAY JANUARY 18, 2019
9:00 A.M., MEDIUM OFFICE

1. Call to order
Present: Mahmoud Sarouji as EIC, Harris Watkins, Stephen Mapplebeck, Colin McFarlane, Cesar Lozano, Muhammad Zaid Arif.
Regrets: Austin Beattie, Menna Elnaka
Meeting called to order at 9:16 a.m.
2. Adoption of agenda
EIC moves to adopt agenda. Harris Watkins seconds. Motion carries.
3. Referendum Discussion

EIC discusses process for levy increase. He clarifies that the request for a levy increase had to go through before January 11th, and all other promotions for full time and part-time students can be after January. The referendum would request a levy increase of \$2/semester, i.e, from 3.63/semester to 5.63/semester for full-time students and from 1.21/semester 3.21/semester for part-time students. The referendum will be hosted towards the end of the term.

THE MEDIUM

EIC also says *The Medium* needs to appoint a CRO to run the referendum. Lozano asks what the duties would entail for the CRO, and EIC explains the Chief Returning Officer will be responsible for running the online voting and will be in contact with the administration, the EIC, and the Board. CRO also keeps check if rules are being followed by discussing procedures with university directly and discusses these rules with the EIC. The position is paid and has previously been given a flat-rate of \$200 since hours are variable. EIC is open to discussing pay increase since the work for managing referendum may be more than the regular editorial board elections. EIC asks board if they know a full-time student who may be interested, and if so to let him know, the job posting will also be put up online.

4. Constitutional amendments

EIC says most amendments to the constitution were made last year when the AGM reached quorum. The changes included changing the title for business manager to managing editor and granting the Design Editor, managing editor and Ad manager tie-breaker voting rights, since voting rights are for students who have contributed significantly to the paper.

5. AGM Date Selection/update

EIC proposes Feb. 11th to 13th for referendum voting days, and notes February will also be the month for the AGM. EIC

THE MEDIUM

says the board will also meet at the end of the week, Feb 15th.

Motion to approve Feb 11th – Feb 13th as voting dates for the referendum to increase The Medium's levy..

Muhammad Zaid Arif seconds motion. Motion carries.

Lozano asks to begin discussion about compensation for CRO, and asks the nature of the job. EIC says the job will involve running the online voting and being in contact. McFarlane asks why *The Medium* does not have an hourly rate since the hours are variable and the CRO would not know issues that are coming up and will require attention until the appointment begins. The Board discusses assigning a maximum number of hours for approximately two weeks that the CRO will be in appointment. McFarlane proposes *The Medium* pay the CRO minimum wage and decides on 30-hour limit for an approximate 3-week period, i.e, approximately 10-hours/week. EIC says they should be hired by next week, depending on student applications. Watkins says 20 hours for a 2-week limit will be reasonable. McFarlane asks if the CRO can be a student who will be affected by possible tuition changes after the referendum. EIC has to confirm student eligibilities for the CRO position with the university.

Motion EIC proposes motion to approve \$14/hour for the CRO position. Stephen Mapplebeck seconds. Motion carries.

THE MEDIUM

Watkins asks how promotion for the referendum will work. EIC explains promotion will be through social media and *The Medium* will also be tabling for a week to give an opportunity to students to ask questions and discuss concerns.

Watkins asks for details about the AGM and EIC explains the Annual General Meeting is for discussing the paper's financials with students. The auditor for *The Medium* will also join in via phone and explain financials to students giving them the opportunity to ask questions and learn more about *The Medium*. The AGM is a legal requirement since *The Medium* functions as a NGO. The EIC proposes Feb 28th, Thursday at 5 p.m., or March 7th Thursday at 5 p.m. for the AGM. EIC reminds the board that the referendum and AGM will have to be concurrently promoted.

Motion to approve Feb 28th Thursday 5 p.m., for AGM. Cesar Lozano seconds. Motion carries.

6. Other business

EIC says *The Medium* has had 4 or 5 ads in the past two weeks and the Ad manager is working to get more. There have been no concerns with financials so far.

EIC says the government's announcement for tuition cut-backs will affect *The Medium* when the changes do go into effect. Lozano asks how we can convince the university to

THE MEDIUM

include us in mandatory payments and EIC says that will have to be discussed with the university since at this time, *The Medium* is unsure as to what kind of service they fall under. EIC says the future EIC will have to discuss the function of the newspaper with the governing council possibly and UTM administration.

McFarlane asks why loading the articles on *The Medium's* website is very slow. EIC says the wordpress platform is very slow and is likely not being able to handle the security measures and customized coding used for *The Medium's* website. EIC is currently discussing using a new platform with the webmaster. McFarlane says the university administration uses the Drupal platform which allows more customizations.

UPDATE: Website has been looked into, works much smoother now.

7. Adjournment

Motion to adjourn the meeting at 9:47 a.m. Harris Watkins seconds the motion. Motion carries.

THE MEDIUM

On January 31, 2019, an email vote was sent out to the board of directors for a vote on these minutes.

Motion to approve the meeting minutes of the January 18, 2019 meeting. Cesar Augusto Lozano Hernandez seconds the motion. Motion carries.

4 approved. 0 Against. 0 Abstain.