



# First Alberta Campus Radio Association

## Unapproved Minutes

**04-July-2023, 6:30 pm on Google Meet**

In attendance: Brittany Rudyck, John Huck (minute taker), Amanda Gregoire, Randall Talbot

Regrets: Joe Hartfeil, Saveta Cartwright, Rylan Kafara

1. Call to Order (at 6:40 pm)
2. Land Acknowledgement/Welcome/Overview (BR)
3. Adoption of Agenda (BR moves, AG seconds, unanimously approved)
4. Adoption of [Previous Minutes](#) (BR moves, RT seconds, unanimously approved)
5. Old Business
  - 5.1 - GSA Rep Update (BR)
    - Brittany submitted revisions to the GSA for their document outlining their procedures for selecting a GSA representative
    - Brittany discussed SU reps with Chad. Chad will contact the SU to begin process of getting new representatives
  - 5.2 - Board Recruitment
    - Directors whose terms are ending or who have resigned:
      - Saveta (Brittany will seek to clarify her intentions)
      - Randy (will stand for re-election)
      - Bhavesh (open position)
      - Tanner (open position)
    - Chad will send out a notice about FACRA membership renewal and another notice about board director recruitment. Chad has updated the nomination package.
  - 5.2.1 - Setting the date of the AGM
    - **Motion to set the AGM for August 31st (RT moves, BR seconds, unanimously passed)**
  - 5.3 - Summer Social
    - Brittany and Amanda will plan this event.



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### **6. New Business**

#### **6.1.1.1.None**

### **7. Reports**

#### **7.1 - President's Report**

- Brittany spoke with Chad about hiring a position.
- Volunteer coordination, social media coordination and news coordinator (which is highest priority).
- There is a job fact sheet for news coordinator position. Would be easy to hire that position.
- Chad will aim to start the hiring process by September.
- John asked for clarification about the employment status of Meghan (she is still helping Chad), and whether Chad would involve her in the hiring process. Randy suggested that if she were not under contract that we offer her a part time contract.

#### **7.2 - Treasurer's Report**

- Budget timeline: John spoke with Chad to ask if he would be able to work on the budget before Matt returns. Chad didn't think it would be possible. Therefore John recommends that the board focus on completing a budget after the AGM.
- Preparation of Audited financial statement: John has made contact with our accountant and has a timeline for delivering documents to her for preparation of the statement before the AGM.

#### **7.3 - HR Committee Update**

- Discussion of issues around accommodation of the station manager's medical leave.

### **8. Next meeting set for August 8th**

### **9. Adjournment (7:37 pm)**

Next meeting: Tuesday, August 8, 2023