



# First Alberta Campus Radio Association

## PROPOSED AGENDA

**02-July-2024, 6:30 pm on Google Meet**

1. **Call to Order 6:34 p.m.**
2. Attendance: Brittany Rudyck, John Huck, Meshia Brown, Amanda Gregoire, Sarah Alemu, Randy Tate, Wes Christiansen, Nathan Thiessen, Abigail Myers
3. **Land Acknowledgment/Welcome/Overview** Brittany
4. **Adoption of Agenda** Brittany/Meshia. All in favour
5. **Adoption of Previous Minutes** Brittany/Nathan. All in favour.
6. **Reports**
  - 5.1 - President (2 minutes)
    - Management of SMED situation is ongoing
    - not a lot to share
    - things are moving forward with HR
    - Brittany moves to in camera.
    - In camera session starts 6:39
    - In camera session ends 6:47
  - 5.2 - Finance Committee (5 mins)
    - Annual audit update
    - all people involved are on the same page now
    - met with Marnie, Chad and Matt to go over details related to closing out our annual financials
    - our deadline for submitting documents is this week
    - still a few outstanding items but the process is basically in hand
    - we will have the audited financial report by the next board meeting (August 7) to approve if for presentation at the AGM
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  - 5.3 - HR Committee (35 mins)
    - - SMED Updates (5 mins)
      - Engaged Consulting updates + motions (30 mins)
      - Move to in camera
      - Out of camera 7:27 p.m.
      - MOTION 1 - MOTION to direct the treasurer to: work with staff to implement any recommendations from the compensation review adopted by the board; review any other recommendations in the report with staff;



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## UNAPPROVED MINUTES

**02-JULY-2024, 6:30 pm on Zoom**

bring any problems or questions regarding implementation back to the board for further direction; and ensure that new measures come into effect May 1, 2024. Brittany/Randy. All in favour.

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- MOTION 2 - MOTION to accept the suggested grade framework created by Engaged (Table 3 of the report), which consists of four grades and their respective wage ranges; adopt it for use at CJSR; and designate all other salary grids obsolete. Brittany/Randy. All in favour.
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- MOTION 3 - MOTION to accept the specific grades assigned by Engaged to the eight positions submitted for review, with the exception of the Music Librarian position, which is to be assigned grade 3; that current permanent employees be placed at the midpoint of their respective grades; and that any questions arising during implementation be brought back to the board for further direction. Brittany/Randy. All in favour.
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- MOTION 4 - MOTION to adopt in principle the practice of applying an annual cost-of-living increase to wage ranges; and direct the treasurer to work with staff to define the details in an implementation plan. Brittany/Randy. All in favour.
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- MOTION 5 - MOTION to direct the chairs of the HR Committee to meet with current staff to develop an understanding of their expectations around the "retro pay" issue, and decide on an appropriate bonus to offer them for retrospective compensation, subject to board approval. Brittany/Randy. All in favour. Brittany/Randy. All in favour.
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### 7. Old Business

6.1 - Board recruitment (10 mins)

- no one has applied to the board yet;
- planning to approach people in person
- operational staff are working on a social media campaign

### 8. New Business

### 9. Adjournment

7:33 p.m.



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Next meeting: Wednesday, August 7, 2024 at 6:30 p.m.