

## MINUTES

### CAJ board of directors meeting, June 24-25, 2017

The Saturday meeting will run until 5 p.m., then be adjourned until Sunday morning. Coffee/tea will be available in the room. A lunch break will be taken (timing to be determined by hotel as we are having lunch in the hotel restaurant, cost paid by CAJ), as will periodic breaks.

Present: Rachel Aiello, Dale Bass, Kat Eschner, Ken Partridge, Hugo Rodrigues, Paul Schneidereit, Kathleen Speckert, Terra Tailleir, Nick Taylor-Vaisey, Rachel Ward, Matthew Goerzen, Kathleen Martens, Anastasia Jogal

1. Call to order (8:30 a.m.) - D. Bass

The meeting was called to order at 8:47 a.m. Introductions were made.

2. Additions to / approval of agenda - D. Bass

New business-Media Magazine

Motion to approve- K. Martens. Seconded T. Tailleir. Carried.

3. Corrections to / approval of last [board meeting minutes](#) - D. Bass

None arising. Motion to approve- N. Taylor-Vaisey. Seconded- H. Rodrigues.

4. Old business - D. Bass

- a. Review/update of task list - None arising

5. [President's report](#) - N. Taylor-Vaisey

- a. Discussion of the president's report took place. D. Bass, M. Goerzen, H. Rodrigues, P. Schneidereit, N. Taylor-Vaisey, T. Tailleir, R. Ward contributing.

- b. Report accepted and filed.

6. Chair's report - D. Bass

- a. D. Bass delivered the chair's report verbally.

7. [Treasurer's report](#) - P. Schneidereit

- a. [2017 Budget](#) (actual)

- b. P. Schneidereit moves capital purchase of 2 new basic projectors. K. Partridge seconds. Carried.
- c. Discussion of the possibility of establishing a rainy-day fund took place.
- d. The 2017 actual budget was reviewed.
- e. Discussion of potential regional workshops took place. P. Schneidereit, R. Aiello, T. Tailleir, K. Martens, M. Goerzen, N. Taylor-Vaisey, D. Bass, K. Partridge, H. Rodrigues contributing.

## 8. Election of officers - H. Rodrigues

- a. President
  - i. Call for nominations - P. Schneidereit nominated N. Taylor-Vaisey, K. Martens seconded. N. Taylor-Vaisey accepted.
  - ii. No further nominations, N. Taylor-Vaisey is acclaimed.
- b. Vice-president(s)
  - i. P. Schneidereit nominated T. Tailleir. T. Tailleir accepted.
  - ii. No further nominations, T. Tailleir is acclaimed.
- c. Chair
  - i. N. Taylor-Vaisey nominated D. Bass. P. Schneidereit seconded. D. Bass accepted.
  - ii. No further nominations, D. Bass is acclaimed.
- d. Vice-chair
  - i. D. Bass nominated K. Partridge. P. Schneidereit seconded. K. Partridge accepted.
  - ii. No further nominations, K. Partridge is acclaimed.
- e. Treasurer
  - i. K. Partridge nominated. T. Tailleir seconded. P. Schneidereit accepted.
  - ii. No further nominations, P. Schneidereit is acclaimed.
- f. Community manager
  - i. T. Tailleir nominated R. Aiello. N. Taylor-Vaisey seconded. R. Aiello accepted.
  - ii. No further nominations, R. Aiello is acclaimed.

## 9. Committee reports

- a. Advocacy - no chair. N. Taylor-Vaisey delivered report verbally.
  - i. [Measuring diversity](#) - N. Taylor-Vaisey
    - 1. Discussion of this proposal took place.
  - ii. Advocacy committee tasked with assessing advocacy strategy going forward and producing a procedure for rapid response advocacy. Deadline: July 31 2017.
  - iii. N. Taylor-Vaisey tasked with pursuing measuring diversity.
- b. [Awards](#) - H. Rodrigues
  - i. **Recommendations for future years**
    - 1. That the CAJ increase the dollar amount of cash prizes from \$500 to \$750. H. Rodrigues calls to question. Motion defeated.
      - a. H. Rodrigues moves to introduce motion for CAJ to stop offering cash prizes. M. Goerzen seconds. Motion defeated.
    - 2. That the awards committee conduct a fulsome review of eligibility criteria for the community media and community broadcast categories and report back to the board with recommendations by the fall meeting. H. Rodrigues moved. K. Partridge seconded. Carried.
    - 3. That an appropriate sponsor for the data-journalism category be secured for next year. H. Rodrigues moved. R. Aiello seconded. Carried.
    - 4. That the awards and events/conference committee work on identifying options to keep the presentation of awards to a length of approximately two hours. H. Rodrigues moved. K. Martens seconded. Carried.
    - 5. That the entry deadline for the CAJ / CNW Group Student Award of Excellence be aligned with the deadline for all other categories. H. Rodrigues moved. T. Tailleux seconded. Carried.
  - ii. [JHR report](#) - H. Rodrigues
    - 1. N. Taylor-Vaisey moves that we support in principle an emerging journalists award. H. Rodrigues seconds. Carried.
    - 2. H. Rodrigues moves TK. N. Taylor-Vaisey seconds. Carried.
  - iii. [Code of Silence](#) - N. Taylor-Vaisey

1. N. Taylor-Vaisey tasked with further assessment in regards to name change/keeping at CAJ gala/number of awards
  - c. Ethics - N. Taylor-Vaisey (verbal)
  - d. [Events](#) - T. Tailleux / R. Aiello
    - i. [How-to for conference planners](#) - T. Tailleux
  - e. Finance - P. Schneidereit (verbal)
    - i. K. Partridge moves we revise our existing refund policy to include a definite cutoff date for each conference beyond which gala tickets will not be refunded and partial refunds will not be given for registrations that include the gala. P. Schneidereit seconds. Discussion. None opposed. Carried.
  - f. Membership - no chair
    - i. [January report](#) - for reference
    - ii. [Listserv report](#) - H. Rodrigues
      1. P. Schneidereit moved that N. Taylor-Vaisey and R. Aiello to form an adhoc committee that will figure out how to end the CAJ's relationship with the listserv and form an exit plan. They will report back on the fall meeting. TK seconded. Carried.
    - iii. [Mentorship proposal](#) - N. Taylor-Vaisey
      1. Membership committee is tasked with
    - iv. Administrator is made an *ex officio* member of the membership committee
    - v. N. Taylor-Vaisey tasks membership committee with producing a report for the end of August.
10. 2018 conference
  - a. P. Schneidereit delivered a report on the 2018 conference hotel verbally.
  - b. Discussion of promotional opportunities such as creating a #CAJ40 logo
  - c. H. Rodrigues moves that a separate committee be created for #CAJ40. P. Schneidereit seconds. Discussion. Carried.
11. 2019 conference

- a. Discussion of potential locations for 2019 conference took place. P. Schneidereit moves that 2019 conference be hosted in Winnipeg. M. Goerzen seconds. Carried.

12. Committee composition

- a. Advocacy  
N. Taylor-Vaisey, R. Ward, Anastasia Jugal, T. Tailleir
- b. Awards  
N. Taylor-Vaisey, R. Aiello, Anastasia Jugal, H. Rodrigues
- c. Ethics  
N. Taylor-Vaisey, D. Bass, K. Partridge
- d. Events  
T. Tailleir, R. Aiello, K. Martens, P. Schneidereit, N. Taylor-Vaisey
- e. Finance  
K. Partridge, P. Schneidereit, M. Goerzen, N. Taylor-Vaisey
- f. Anniversary  
H. Rodrigues, P. Schneidereit, N. Taylor-Vaisey, R. Aiello
- g. Membership  
R. Ward, R. Aiello, N. Taylor-Vaisey, K. Speckert

13. New administrator - N. Taylor-Vaisey

N. Taylor-Vaisey moves that board accept committee recommendation to make K. Speckert our new admin. H. Rodrigues seconds. Carried.

14. New business - D. Bass

Media magazine

T. Tailleir delivered a verbal report on Media Magazine.

H. Rodrigues moves That the CAJ cease publication of Media Magazine in its current formats and transition to an annual publication of an "awards issue" across any appropriate formats. Seconded by N. Taylor-Vaisey. Friendly amendment from K. Partridge: That the CAJ cease publication of Media Magazine and transition to a publication across any appropriate formats including awards content, with a report back by the next board meeting. Carried.

T. Tailleir and N. Taylor-Vaisey tasked with communicating with the editor of Media, D. McKie, to achieve transition.

Vice-president defined in bylaw-Hugo. H. Rodrigues moves that if we get approval by the board take it to the membership at next year's AGM for approval. Seconded P. Schneidereit. Motion carried.

Vice-president (under officers.) The vice-president or, if more than one, the vice-presidents, shall if elected or appointed, exercise such powers and authority and perform such duties as may from time to time be prescribed by the directors or by the president or co-presidents.

15. R. Aiello delivered Ottawa chapter report verbally. N. Taylor-Vaisey and A. TK delivered Toronto chapter report verbally. D. Bass delivered British Columbia report verbally. T. Tailleux delivered Halifax report verbally. K. Eschner delivered administrator's report verbally.
16. H. Rodrigues moves thanks to K. Eschner for her time as administrator and wishes her well in her future endeavours. T. Tailleux seconded. Carried.

17. Date of meeting - D. Bass
  - a. September / October 2017

Tentative date of the next meeting is set to be Sept. 24 2017 by Skype at 2 p.m. ET.

18. Adjournment

Moved by P. Schneidereit at 11:35 a.m. ET.

\* In order to facilitate departures, meeting will be concluded by 2 p.m.