

Gateway Student Journalism Society

Meeting Minutes

April 22 2022

Opening

The regular meeting of the Gateway Student Journalism Society was called to order at 6:37 p.m. on April 22 2022 via Google Meets by Emma Jones.

Present:

BROOKS, Sam

PAWLUK, Mitchell

JONES, Emma

VILLOSO, Jin

BEASLEY, Christopher

MACATANGAY, Arthur

NARVEY, Rachel

CRAIG, Lee

WILLIAMS, Emily

MAHAL, Areeha

Absent:

SAGGU Suhkmani

Notes:

Pawluk moves to approve the agenda

Macatangay seconds

Vote: Pawluk, Macatangay, Beasley, Mahal, Narvey, Bolina, Craig, Pawluk approve

Agenda is approved

Beasley motions to approve the January Meeting Minutes.

Pawluk seconds,

Vote: Beasley, Brooks, Villosa, Narvey, Mahal, Macatangay, Craig approve

January Meeting Minutes Pass.

Pawluk motions to approve the February Meeting Minutes.

Narvey seconds,

Vote: Beasley, Villosa, Narvey, Mahal, Macatangay, Craig approve.

Brooks abstains due to absence from that meeting.

February Meeting Minutes Pass.

Beasley leaves the meeting at 6:48 pm.

Pawluk motions to approve the March Meeting Minutes.

Mahal seconds,

Vote: Beasley, Villosio, Narvey, Mahal, Macatangay, Craig approve.

Craig abstains due to absence from that meeting.

March Meeting Minutes Pass.

Reports:

EIC Report: Pawluk presents

Primary focus over the past month has been on staff hiring. Over the past few weeks, The Gateway has undertaken the process of hiring staff for the upcoming publishing year. First, in conjunction with our Editor-in-Chief hiring committee, Pawluk announces that Emily Williams was hired as the 2022-23 Editor-in-Chief. Hiring for other roles, such as the Production Editor position, are being finalized. Pawluk and Williams have begun scheduling transition meetings for staff to prepare for the next year.

He asks Pawluk about stories that are currently in progress. Pawluk said he and Williams have a plan to transition those to next year's staff. Macatangay asks when hiring will be finalized, Pawluk says sometime early next week.

Executive Director Report: Pawluk presents

Pawluk goes over Saggi's report. Saggi has added all of the grants she could find within the grant document list for the review of future Gateway Admin, including Government of Canada with their Grants and Contributions Online System (GCOS), and the Edmonton Community Foundation (ECF) grants. Saggi's transition document as ED in 2021-22 is provided.

Marketing and Outreach Report: Pawluk presents

Survey is not yet finished. Once exams are done on the 22nd, the readership survey will be the final outstanding task for the remainder of the term. Kerr has prepared graphics and emails for

the 2022 Annual General Meeting. The graphics will launch on April 22nd and the emails will be sent out on April 25th. A year-end social will be held after the AGM for all staff and volunteers.

Julia Villosio leaves the meeting at 7:11 pm.

Production Editor Report: He presents

He presents the top ten articles of the month. The PE transition report is completed, which the EIC has. Before the end of her term, He will transition the Google Analytics account from Universal Analytics to Google Analytics 4.

Finance Committee Report: Craig presents

Craig says the Finance committee's next meeting will be to finalize work for the term, and wrap things up for the transition to next year.

Governance Committee: Jones presents

Jones will organize a meeting where they will discuss updating bylaws and other updates soon.

Sexual violence reporting task force: Jones presents

No meeting yet but Google Form has been sent out, and a meeting will be arranged soon.

Sithara Naidoo joins the meeting at 7:30 pm.

Unfinished business

There is no unfinished business

New business

There is no new business.

Closing

Craig motions to adjourn.

Pawluk seconds.

Vote: Pawluk, Mahal, Macatangay, Brooks, Craig, Narvey, Naidoo approve

Meeting adjourned at 7:42 p.m.

Minutes submitted by: Areeha Mahal

Approved by: