

Gateway Student Journalism Society
Meeting Minutes
February 18, 2026

Present:

Lee CRAIG

Teren HAZZARD

Leah HENNIG

Unees HUSSAIN

Kathryn JOHNSON

Gabriella MENEZES

Nathan THIESSEN

Christian ZUKOWSKI

Absent:

Areeha MAHAL

Christopher REYNOLDS

Katie TEELING

Bishoy ZAKHER

Call to Order

The meeting was called to order at 7:01p.m. by JOHNSON.

Approval of the Agenda

HAZZARD moved to approve the agenda. HENNIG seconded. The motion passed unanimously.

Approval of the Minutes

MENEZES moved to approve the minutes. CRAIG seconded. The motion passed.

Reports of Officers and Standing Committees

Editor-in-Chief: HENNIG said The Gateway has been preparing for SU elections coverage. HENNIG has been updating interview questions and editorial tests for the hiring of the 2026-27 editors and executive director. Additionally, The Gateway has been receiving great feedback from its social media.

Executive director: MENEZES gave a budget update. MENEZES said The Gateway is on-track for advertisement sales, student fees, and staff salaries. MENEZES said she has had conversations with ATB about potential investment opportunities. Based on her calculations, MENEZES said she anticipates that \$35,000.00 would be a reasonable amount to invest.

ZUKOWSKI said he would be interested in having a more specific discussion on investment goals and risk appetite. He suggested that Finance Committee could have this conversation. He also mentioned that there have been previous concerns with organizations with DFUs not spending the money they receive from students. He asked if there are places The Gateway could be spending this money.

MENEZES said that money has been spent on improving and developing The Gateway as an organization, particularly in relation to furniture, equipment, and office supplies. She said that the money not spent on such items will go back into staff. She also mentioned that The Gateway wants to ensure that it has money in the event that its DFU is not renewed.

HENNIG added that when The Gateway has to renew its DFU and go through the approval process with council, The Gateway would explain that diversifying revenue sources is in its strategic plan, and passive revenue and income in the form of investments is part of that. HENNIG also mentioned that The Gateway relied on its savings to survive the years without a DFU.

With regard to investment options, ZUKOWSKI said it would be helpful to know if there are any major purchases The Gateway is wanting to make in the next five years. MENEZES said staff salaries is what The Gateway will always prioritize most.

CRAIG mentioned that a low-risk investment would be beneficial for The Gateway. She also asked if it was possible to add a column to the report to show whether a particular item is better or worse than what The Gateway budgeted for. MENEZES said this was possible.

Finance Committee: HUSSAIN said that MENEZES provided an advertisement tracker. HUSSAIN also discussed potential investment options.

THIESSEN recommended a high-interest savings account.

ZUKOWSKI mentioned that it would be good to define an investment philosophy before The Gateway looks at specific options.

Human Resources Committee: TEELING was absent from the meeting.

Governance Committee: JOHNSON said that the Board and Competency Matrix she developed with ZUKOWSKI was presented to Governance Committee and unanimously approved for recommendation to the board.

For approval

GSJS Board and Competency Matrix: ZUKOWSKI presented the matrix. He explained that its purpose is to understand the collective skills of board members to allow The Gateway to be intentional about board member recruitment and development. The matrix includes core board competencies and Gateway-specific competencies. The matrix would involve self-evaluation by board members through a Google Form, and the anonymized data from that survey would be presented as needed to support discussions on vacancies and appointments.

HAZZARD moved to approve the GSJS Board and Competency Matrix. HENNIG seconded. The motion passed unanimously.

Changes to Operating Policy: HENNIG presented the two changes to the policy. The first change involves making the Five-Year Strategic Planning Committee an ad-hoc committee. The Executive Director and Editor-in-Chief would be responsible for reporting on the Five-Year Strategic Plan at least once a semester.

The second change involves updating the volunteer scholarships deadlines. Currently, applications for these scholarships have to open on February 1 and then close on February 28 of the publishing year. To add flexibility, HENNIG proposed to change the current policy so that The Gateway would have to open applications in the winter semester and have them awarded by April 9 of each publishing year.

CRAIG moved to approve the proposed change to the operating policy. MENEZES seconded. The motion passed unanimously.

Adjournment

JOHNSON motioned to adjourn the meeting. The meeting adjourned at 7:36 p.m..

Minutes submitted by: Kathryn Johnson