

## **Minutes of the December 5, 2016 Meeting of the UCLA Communications Board**

**Board members present:** Tim Groeling, Madelyn Chen, Rolondo Talbott, Doria Deen, Malavika Raju, Mrinaalika Sivakumar, Elaheh Alizadehbirjandi, Sam Blake, Jesse Coronado, Cody Trojan

**Members arriving late:** Abdolreza (Reza) Javadi, Alene Tchekmedyian, Henry "CJ" Jackson

**Board members leaving early:** Mrinaalika Sivakumar

**Board members absent:** Steve Greim, Eliza Blackorby, Terelle Jerricks

**Guests present:** Jose Hernandez (Yearbook Program Manager), Tanner Walters (Daily Bruin Editor in Chief), Jeremy Wildman (Student Media Advertising Manager)

### **Agenda**

#### **I. Call to order (Raju)**

- a. Raju called the meeting to order at 5:36 p.m.

#### **II. Approval of the agenda (Raju)**

- a. Coronado moved to approve the amended agenda. Chen seconded the motion. The motion passed by unanimous consent.

#### **III. Approval of November 2016 minutes (Raju)**

- a. Alizadehbirjandi moved to approve the November minutes. Blake seconded the motion. The motion passed by unanimous consent.

#### **IV. Executive Committee report (Raju)**

- a. Raju said that she, Groeling, Talbott and Deen had discussed the fundraising efforts mentioned at November's meetings during a phone conference. She said they also discussed the possibility of a fiat lux for spring quarter, which would require a proposal to be submitted by February 7.
- b. Raju also said the Committee discussed the possibility of the awards or banquet ceremony for the end of the 2016-2017 school year, but added that there were not yet any specifics about this. Deen said that after winter break, she could speak with Arvli Ward to begin the process of reaching out to people for the banquet.

#### **V. Operations Committee report (Blake)**

- a. Blake said the Committee met on November 21<sup>st</sup>. He added that six editors and four board members were in attendance.
- b. Blake said that the concept of a resources or best practices guide has continued to receive positive feedback, adding that the publications could crowd source ideas of what they would like to see put in the guide, including a list of contacts, and budget management and reimbursement forms.

- c. Blake said the publications would be interested in the opportunity to rent equipment, but had not yet heard back on what types of equipment would be the most helpful.
- d. Blake also said the publications are continuing to show interest in the NBC Tour, which Talbott said would be delayed until January.
- e. The last point of discussion was the student media-wide open house, which Blackorby is trying to plan for early winter quarter.

**VI. Finance Committee report (Sivakumar)**

- a. Sivakumar said the Committee met on 21<sup>st</sup> November. She said that Student Media is still waiting on the summer money, estimated to be about \$40,000, and is also waiting on the money from the pledge fee.

**VII. Media Director's report (Deen)**

- a. Deen went over the September financial statements, since the Finance Committee had only met about September's statements, and not yet October's. She said that the budgeted income was \$167,000, but the actual income for the month was \$211,000.
- b. She added that the budgeted expenses were \$87,000 but actual expenses were \$101,000, so the net revenues were budgeted to be \$79,000 but were actually \$110,000.
- c. Wildman discussed some of the sales trends for the year, and said that the year had started out strong with bigger sales coming in earlier than in previous years. He also discussed potential to do sales with UCLA Radio.
- d. Deen briefly discussed the October finances, which had not yet been discussed by the Finance Committee: overall, net revenue was greater than had been budgeted.
- e. She added that the credit for the rental space would not be seen until November.

**VIII. Public Comment (Raju)**

- a. Walters brought up the issue with construction in the newsroom, which had been hindering work and performance for newspaper. Deen said that she would ask again for an estimate as to when construction would be completed.

**Discussion Items**

**IX. Fundraising and Sponsorships (Raju)**

- a. Raju said that the Executive Committee had also discussed the possibility of a graduate student fee, which she planned to discuss further at the start of winter quarter.

**X. LCD Class Action Lawsuit Update (Deen)**

- a. Deen said there were no updates on the lawsuit, and was still awaiting a response from the lawyer.

**XI. Chair one-on-one meeting with editors (Raju)**

- a. Coronado moved to enter executive session at 6:21 p.m. Jackson seconded the motion. The motion passed by a hand vote of 10-0 with no abstentions.
- b. Trojan moved to exit executive session at 7:03 p.m. Coronado seconded the motion. The motion passed by unanimous consent.

**XII. Adjourn (Raju)**

- a. Trojan moved to adjourn at 7:10 p.m. Coronado seconded the motion. The motion passed by unanimous consent.