

Minutes of the December 2, 2019 Meeting of the ASUCLA Communications Board

Board members present: Jesse Coronado, Addison Dickens, Andrea Gambino, Steve Greim, Tim Groeling, Judy Hernandez, Joelle Li, Shantall Medina, Edward Qiao, Nathan Smith, Doria Deen

Board members late: Parinaz Abiri

Board members absent: Helen Alonzo, Jessica Behmanesh, Sylvia Robledo

Guests: Jose Hernandez (Student Media Operations Manager), Abigail Goldman (Student Media Advisor) Chiamaka Nwadike (FEM Editor in Chief), Hira Raza (Al-Talib Editor in Chief), Angela Forburger (Daily Bruin Editor in Chief), Pouria Abbassi (ASUCLA Executive Director)

Agenda

- I. Call to order (Dickens)**
Dickens called the meeting to order at 7:08 p.m.
- II. Approval of the agenda (Dickens)**
Deen requested to amend the agenda to add item XI. Restore Capital Budget. Coronado moved to approve the amended agenda. Groeling seconded the motion. The motion passed by a hand vote of 10-0 with no abstentions.
- III. Approval of the November 4, 2019 minutes (Dickens)**
Greim moved to approve the November 4, 2019 minutes. Gambino seconded the motion. The motion passed by 10-0 with no abstentions.
- IV. Executive Committee report (Dickens)**
Dickens said the committee did not meet, but she informed the board that she was in touch with the USAC president regarding the vacant undergraduate seat. She said on November 12 the USAC president told her that they were beginning interviews.
- V. Operations Committee report (Qiao)**
Qiao said the committee met on Tuesday, November 19. He said he received publication updates from the present editors, and Deen provided performance updates (online posts per week). He also informed the committee that there was a vacant undergraduate seat on the Communications Board and encouraged them to have former staff apply.
- VI. Finance Committee Report (Smith)**

Smith said the committee met on Monday, December 2 and discussed the October financial statements and a forecast for November sales. He said they approved the restoration of the capital budget and made a recommendation to the board for approval. He said they also discussed the office flooding.

VII. Media Director's report (Deen)

Deen reported on the following:

Newsmagazine Publications

Deen said that Nommo and FEM had published. La Gente and Ha'Am were scheduled to publish on Thursday, December 5.

Daily Bruin/Daily Trojan Rivalry Issue

Deen said the Daily Bruin participated in its first ever rivalry issue with the Daily Trojan. There was a collaborative print and online issue around UCLA vs. USC football.

ASUCLA Bruin Family Entities Event

Deen said the ASUCLA Bruin Family Entities Event was confirmed for Thursday, December 5 at 6:00 p.m. in the Bruin Viewpoint Room. She encouraged all who could to attend the event.

Office Flood

Deen informed the board that there was a flooding in the office as a result of faulty hardware from the new water dispenser. She shared pictures of the damage plus gave repair updates and progress.

Newsmagazine Online Posts Per Week

Deen shared the newsmagazine online posts per week from weeks 6-9.

October 2019 Financial Statements

Deen discussed the cash, revenue, expenses, net revenue, and the summary of the Daily Bruin, Web, and Outdoor sales.

November Forecast

Deen said the November forecast would be over budget in Daily Bruin print and Online but under budget for Outdoor. Estimated sales for Daily Bruin were up 17% and Web up 34% while Outdoor would be down 6%.

New Business/Discussion Items

VIII. October Financial Statements (Deen)

Deen said that total income was \$155,071 and budgeted income was \$135,185 leaving us \$19,886 (15%) better than budget. Although overall sales were up to budget, both Daily Bruin and Online were flat to last year while Outdoor was down 8% to last year. Total expense was \$147,473 and budgeted expense was \$137,565 leaving us \$9,908 (7%) over budget. Net income was \$7,598, and budgeted net loss was <\$2,380> leaving us \$9,978 (419%) better than budget. Year to date net revenue was \$16,827 and budgeted net loss was <\$39,707> leaving us \$56,534 (142%) better than budget. Cash reserves stood at \$564,000 which exceeded our cash per policy (\$290,000) by \$274,000.

IX. Executive Director Report (Pouria Abbassi)

Abbassi attended the Comm Board meeting and gave updates on some of their upcoming projects and achievements for the year. He informed that board that he wanted the four ASUCLA entities to have a strong united voice.

New Business/Action Items

X. Restore Capital Budget (Deen)

Deen requested to restore the capital budget. It was altered in September, but since the hallway construction was canceled, she asked for the budget to be restored back to its original state. Gambino moved to restore the capital budget. Coronado seconded the motion. The motion passed by a hand vote of 11-0 with no abstentions.

XI. Executive Session (Deen)

Greim moved to enter executive session at 8:02 p.m. Coronado seconded the motion. The motion passed by a hand vote of 11-0 with no abstentions.

Greim moved to exit executive session at 8:08 p.m. Qiao seconded the motion. The motion passed by a hand vote of 11-0 with no abstentions.

XII. Adjourn (Dickens)

Qiao moved to adjourn the meeting at 8:11 p.m. Smith seconded the motion. The motion passed by consent.