

**Minutes of the 2008 Annual General Meeting of CHRW held on March 15, 2008 in Council Chambers, Room 315, University Community Center.**

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**1. CALL TO ORDER**

The Speaker called the meeting to order at 9:45 a.m.

**24. ATTENDANCE**

**Present**

Adamo, Heather	Fassina, Nicole	Rasmussen, Chelsea
Aitchison, Lauren	Fuller, Jonathan	Robins, Steven
Allain, Michelle	Gajaria, Ajay	Rowe, Emily
Armstrong, Zachary	Gauss, Ryan	Rowland, Andrew
Arthurs, James	Gene, Phil	Roy, Keith
Banack, Adam	Halpern, Rachel	Sdao, Deanna
Beach, Andrew	Heersink, Emily	Sdao, Sabrina
Black, Stephen	Hillier, Sheena	Simmonds, David
Busch, Chris	Holman, Kristen	Singh, David
Caldwell, Nathan	Horvatin, Chris	Smith, Jordan
Carlascio, Dante	Katuwapitiya, Shawn	Stevenson, Tom
Cooney, Denise	Khattana, Arslan	Tinney, Brian
Devet, Greg	Kington, Matthew	Tinney, Melanie
Dost, Sara	Krawec, Katrina	Van Gaalen, Matthjs
Drobnicki, Monika	Lecce, Stephen	Walker, Erin
Duffy, Neil	Mangan, James	Wang, YuYang
Duncan, Patrick	Markvoort, Peter	Wilton, Megan
D'Uva, Amanda	McCubbin, Carlene	Wu, Fred
East, James	Moulton, Dan	Zaifman, Jared
Fan, Michelle	Nicholson, Emma	Zeni, Geoff

**Absent With Regrets**

Francis, Jennifer	Lacalamita, Dave	Watson, Kelly
Kerai, Anita	Tithecott, Mike	Wright, Devon

**Absent Without Regrets**

Alexander, Christopher	Ligeti, Mike	Rochefort, Julie
Belanger, Andrew	Mohamed, Sharifa	Shergill, Meher
Brown, Lukas	Murden, Emily	Singer, Ben
Cousins, Nathaniel	O'Keefe, Joe	Yurkewich, Theresa
Holmes Skinner, Promise	Reid, Matthew	

**Non-Voting Members and Observers**

Matt Reid, Board of Governors  
Matt Fisher, Clubs Coordinator  
Alex Patterson, Theatre Western Coordinator  
Amy Bi, Communications Officer  
Joseph Cariati, Chief Returning Officer  
Kendell Wilde, General Counsel and (Acting) General Manager

**Chair:** David Singh

**Recording Secretary:** Sandi Stefan

**2. ADOPTION OF AGENDA**

**Motion to adopt the agenda.  
Rasmussen/Kington/Carried**

**3. RATIFICATION OF MINUTES**

**Be it resolved that** the minutes of the 2007 CHRW Annual General Meeting held on March 18, 2007 be ratified.

**Aitchison/Rowe/Carried**

**4. APPROVAL OF BUDGET**

**Posted Motion #1**

**Whereas,** the 2008-2009 Radio Western Operating Budget was presented to the USC Finance Committee on February 19, 2008 and approved by the Finance Committee on February 21, 2008;

**Whereas,** the 2008-2009 USC Operating Budget was presented to the membership on March 5th, 2006;

**Be it resolved that,** the 2008-2009 Radio Western Operating Budget be approved as presented, on recommendation of the Finance Committee.

**SINGH/Stevenson/Carried.**

Singh spoke for the motion and noted that the major changes in the budget of CHRW were basic to the Memo of Understanding between CHRW and the USC. He noted that CHRW would now have financial statements separate from those of the USC and a Legal Contingency Fund and a Capital Fund had been added to the CHRW budget as well as a line for Staff Benefits.

There was no further debate on the motion. The motion was carried.

## 5. APPOINTMENT OF AUDITORS

### **Posted Motion #2**

**Whereas**, each year the membership of Radio Western must approve the appointment of auditors separately from the USC;

**Whereas**, the services retained by PriceWaterhouseCoopers has been more than satisfactory;

**Be it resolved that**, Price Waterhouse Coopers be appointed as auditors for CHRW for the 2008/2009 year.

**SINGH/ Stevenson/Carried.**

Singh spoke for the motion and advised that PriceWaterhouseCoopers were the auditors used by CHRW and the USC for the past eight years. He noted that this firm was familiar with the organization and provided a great service. He added that they had spent the time required to provide separate audited statements for CHRW and the USC as per the CRTC guidelines.

Point of Information – Markvoort asked if the USC had been using the same firm as their auditors for eight years.

Singh responded that this was correct.

Point of Information – Markvoort asked if it was not the usual practice to change auditors every four years.

Singh responded that, in a non-profit organization, it was usual to retain the same auditors for ten years and PriceWaterhouseCoopers had continued to do a great job in this role. He noted that the Board of Directors had discussed this appointment and had felt it was best to continue with this firm.

There was no further debate. The motion was carried.

## 6. REPORT FROM THE CHAIRMAN OF THE BOARD

Singh advised that the goal of this report was to update Council on what had been done at CHRW over the past year. He noted that CHRW had started as a weekly show on FM96 in 1978 and now had an active alumni network and was transmitting at six thousand watts. He added that CHRW was planning fundraising initiatives this year to purchase a new transmitter.

Singh advised that Council is the membership of CHRW and, as now required by the CRTC guidelines, CHRW has a separate Board of Directors that is chaired by the USC

Vice-President Finance. He introduced Steve Kopp, a current member of the CHRW Board of Directors and thanked him for attending this meeting. He noted that the CHRW Executive Committee meets weekly and the Board meets approximately, monthly. He added that training for the Board members had been provided by Kendell Wilde, US General Counsel, and separate by-laws have been developed as well as a Memo of Understanding which outlines the expectations of both organizations.

Singh advised that CHRW has plans for a fundraising campaign to take place in the next year to raise money towards the purchase of a new transmitter and will be required to create a long-term plan.

## **7. REPORT OF STATION MANAGER**

Singh introduced Grant Stein, CHRW Station Manager and advised that Stein had worked with CHRW for the past five years and ensures that the volunteers are motivated and the staff is properly trained. He thanked Stein for his efforts with CHRW.

Stein presented his report to Council (see Appendix 2) and reviewed the guidelines governing the operation of CHRW as a Campus & Community station. He noted that listeners may hear much unfamiliar music on CHRW due to the restriction that Campus and Community stations play a maximum of ten percent hits. He added that CHRW was not all about music but also included talk and information programming.

Stein advised that CHRW encourages students to get involved with the station and develop their own shows and podcasts to promote events. He noted that they can do this on their own but CHRW provides greater promotional capability as listeners can be reached from St. Thomas and throughout all of the London community. Stein reviewed the changes, additions and successes within CHRW over the past year and the upcoming events for the rest of 2008 as well as the goals for the station for the upcoming year.

The Speaker opened the meeting to questions.

Bortolin asked how Stein would characterize the relationship between the USC and CHRW.

Stein responded that the relation between the USC and CHRW was quite good. He advised that CHRW was also going through the process of developing mission and vision statements and, in discussions with CHRW staff and volunteers, he had found that they were in line with the vision and mission statement of the USC.

Roy asked if country music was ever played on CHRW and, if so, when it was played.

Stein responded that an alternative style of country music was played on CHRW between 10:00 p.m. and midnight on Wednesday nights.

There were no further questions.

**8. PRESENTATION OF PROPOSED BY-LAWS**

Singh advised that the By-laws for CHRW would be posted on Councillor’s Corner on Monday, March 17th and Council would have two weeks in which to review these by-laws and submit any questions or concerns. He noted that the goal of the by-laws was to add clarity to the relationship between CHRW and the USC and to provide guidelines to the Boards of each organization. Singh also noted that the proposed by-laws had been approved by the CHRW Board of Directors and the USC Board of Directors. He encouraged Council members to review the document and submit any suggestions or comments to him over the next two weeks.

**9. QUESTION PERIOD**

There were no questions.

**10. ADJOURNMENT**

**Motion to adjourn at 10:15 a.m.  
Zaifman/Smith/Carried**

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Chair

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Secretary of the Board

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Recording Secretary