

## AGENDA

**Tuesday, Oct. 9, 2012 • 7 p.m.  
Room 201, Witherspoon Student Center**

### CALL TO ORDER

### NEW BUSINESS

1. Approval of minutes from September 2012 board meeting.
2. Update on fee increase proposal
3. Budget update

### REPORTS

- *Agromeck*
- Business Office
- *Nubian Message*
- *Technician*
- *Windhover*
- WKNC
- Wolf TV

### EXECUTIVE SESSION

The Student Media Board of Directors may adjourn into executive session to discuss matters of litigation, potential litigation or personnel.

### ADJOURN

### TEXT OF REPORTS

***Agromeck***  
**submitted by Alex Sanchez, editor**

Revenue — We have not accrued any revenue.

The staff will produce and accrue revenue from a special "homecoming" section of *Technician* later this month.

We've brought back "You're in the Book," an index of the book's completed pages. Students can search this index to see if they're in the book.

Expenditures — Using funds from the leadership development budget earmarked for the New Orleans "Summer workshop," *Agromeck* will send an additional staff member to the Associated Collegiate Press/College Media Advisers Convention Oct. 31-Nov. 4. According to our Balfour representative, the New Orleans summer workshop will not happen this summer. "Meet Me in Miami," an alternate summer workshop, will also more than likely not happen. In light of this, we felt the money would be better spent at the ACP/CMA Convention. This decision will not put us over budget in the leadership development category.

Personnel — Martha has been out of the office for most of the past two months. Patrick Neal and Jamie Lynn Gilbert have offered their assistance in her absence.

Staff counts are as follows:

- 7 Designers
- 5 Writers

A staff photographer assigned to cover the University of South Alabama football game showed up intoxicated. He was not of age. The following day, Mark Herring, the *Agromeck* and *Technician* photo editors and I met with the photographer and fired him.

Training — Design editor Chelsea Brown, sports editor Nolan Evans and I traveled to Dallas, Tx. to tour Balfour's plant and meet with a cover designer. We learned about the printing process and were able to bring back printed pages from our first deadline to share with the staff.

Technology — Systems Administrator Doug Flowers helped us set up a computer running a more recent version of OSX and Adobe Creative Suite 5.5. He plans to update the other two *Agromeck* computers to those versions of OSX and Creative Suite later this week.

Deadlines — We met our first deadline of 72 pages a day early and sent proofs back to Balfour on time. Our next deadline of 68 pages is Oct. 16. We are on track to meet it.

### **Business Office**

**submitted by Olivia Pope, business office manager**

NO REPORT

### ***Nubian Message***

**submitted by Kierra Leggett, editor**

NO REPORT

### ***Technician***

**submitted by Mark Herring, editor**

NO REPORT

### ***Windhover***

**submitted by Lisa Dickson, editor**

NO REPORT

### **WKNC**

**submitted by Michael Jones, general manager**

NO REPORT

## **Wolf TV**

### **submitted by Morjan Rahhal, station manager**

Revenue — The fundraising chair is being chosen after fall break. Ideas for revenue will be coming from him or her. The fundraising chair will be attempting to hold activities that could generate an income and help Wolf TV grow.

Expenditures — We plan to have a fundraising chair as part of the core staff. The Student Media staff is in charge of managing our bank account but a major strategy we are trying to use this year is to raise our own money through not only the cliché bake sales or brickyard booths, but also through creative activities that will get our name out there and help us raise money as well. The fundraising chair will be in charge of coming up with ideas on how we can progress financially for things like T-shirts, new equipment or even pizza at meetings. We have decided to buy T-shirts out of pocket to get us started.

Personnel —

- Station Manager: Morjan Rahhal
- Second in Command: Maurizo Lewis
- CORE Members: Interviews are being held after fall break. People running for CORE positions and have expressed interest:
  - Secretary: Marissa Morgan
  - Fundraising: Saba, Evan
  - Publicity-Saba, Greg, Aicha, Victoria, Brandyn
  - Social Networker (under Publicity): Zuhair, Victoria, Greg, Aicha, Josh
  - Website Coordinator (Student expressed their want to hold this position): Josh, Brien
  - Unofficial Historian: Rahma, Greg
- General Staff
  - Sara Awad
  - Josh Beaddles
  - Zuhair Bedwan
  - Glenn Billups
  - Aiesha Burrell
  - Brien Croft
  - Zachary Francis
  - Rahma Hida
  - Saba Khan
  - Maurizo Lewis
  - Jonique Lyles
  - Morjan Rahhal
  - Sean Smith
  - Brayndon Stafford
  - Evan Stone
  - Kendra Stowe
  - Jillian Ward
  - Daniel Wilson
  - Greg Wilson

Training — Maurizo is planning a session to give the run down of Final Cut Pro for those who need it while our meetings will each include activities to help videographers and reporters get more comfortable in their positions.

Technology — All Wolf TV equipment has been moved from the joint equipment closet to the Wolf TV office cabinets in 321 Witherspoon. They are under lock and key. Myself, Rizio, Jamie, Krystal and Patrick each have a key and will be the only ones who will check out equipment to Wolf TV staff.

Another semi long-term goal is to invest in new equipment. This will rely on our fundraising efforts. The microphone would be our first investment in regard to getting a wireless one. Tripods are a second, and cameras/camcorders are third.

Software is perfect the way it is. Many options are available like Final Cut Pro and iMovie so software is not an issue when it comes to the simplistics.

Coverage — Doug, Patrick and Jamie have helped set up a tab on the Wolf TV site to allow people to submit their content for Channel 79. It includes an online agreement and signature. Work is still being done to assure accuracies.

A Google Drive document is now what is used to have people sign up for the stories they want to cover as well as start story ideas.

Members are in charge of informing us of events their clubs are offering.

Students have the opportunity to submit their own work to the station to be premiered on channel 79. Footage has been collected from the College of Design, MSA and various email inquiries are being handled.

Deadlines — Assignments have deadlines of within a week. However, because the scheduling and fall break and the exams that have been taking place, content is not yet uploaded to Wolf TV. Everything should correlate after fall break.

Ethics/Legal Issues — No ethical dilemmas or legal issues have occurred thus far and we hope to continue this way.

# STUDENT MEDIA BUDGET VS. ACTUAL

DATE: October 1, 2012  
 PERCENT THROUGH FISCAL YEAR: 25%

056 AGROMECK			
Budget	Actual	Percent	
Payroll	\$ 16,260.01	\$ 1,970.19	12%
Supplies	\$ 600.72	\$ 77.74	13%
Leadership develop.	\$ 2,405.64	\$ -	0%
Admin service charge	\$ 3,088.00	\$ 3,013.14	98%
Current services	\$ 57,874.00	\$ 492.00	1%
Fixed charges	\$ 743.00	\$ -	0%
TOTAL	\$ 80,971.37	\$ 5,553.07	7%
Non-fee income	\$ 10,375.00	\$ 1,722.20	17%
Fee income	\$ 70,596.37	\$ 32,937.27	47%
TOTAL	\$ 80,971.37	\$ 34,659.47	43%
Profit/Loss	\$ 0.00	\$ 0.00	

058 WINDHOVER			
Budget	Actual	Percent	
Payroll	\$ 4,850.00	\$ -	0%
Supplies	\$ 300.00	\$ -	0%
Leadership develop.	\$ -	\$ -	0%
Admin service charge	\$ 910.00	\$ 883.02	97%
Current services	\$ 19,121.94	\$ 328.05	2%
Fixed charges	\$ 343.00	\$ 209.00	61%
TOTAL	\$ 25,524.94	\$ 1,420.07	6%
Non-fee income	\$ -	\$ -	
Fee income	\$ 25,524.94	\$ 11,908.85	47%
TOTAL	\$ 25,524.94	\$ 11,908.85	47%
Profit/Loss	\$ 0.00	\$ 0.00	

066 TECH SUPPORT			
Budget	Actual	Percent	
Payroll	\$ 73,188.44	\$ 18,284.51	25%
Supplies	\$ 2,500.00	\$ -	0%
Leadership develop.	\$ -	\$ -	0%
Admin service charge	\$ 1,010.00	\$ 985.29	98%
Current services	\$ -	\$ -	0%
Fixed charges	\$ -	\$ -	0%
TOTAL	\$ 76,698.44	\$ 19,269.80	25%
Non-fee income	\$ -	\$ -	
Fee income	\$ -	\$ -	
TOTAL	\$ -	\$ -	
Profit/Loss	\$ (76,698.44)	\$ -	

061 NUBIAN MESSAGE			
Budget	Actual	Percent	
Payroll	\$ 4,464.52	\$ 494.46	11%
Supplies	\$ 150.00	\$ -	0%
Leadership develop.	\$ 755.64	\$ -	0%
Admin service charge	\$ 394.00	\$ 384.23	98%
Current services	\$ 5,997.92	\$ 1,259.34	21%
Fixed charges	\$ 174.00	\$ -	0%
TOTAL	\$ 11,936.08	\$ 2,138.03	18%
Non-fee income	\$ 1,000.00	\$ 1,227.00	123%
Fee income	\$ 10,936.08	\$ 5,102.31	47%
TOTAL	\$ 11,936.08	\$ 6,329.31	53%
Profit/Loss	\$ 0.00	\$ 0.00	

059 WKNC			
Budget	Actual	Percent	
Payroll	\$ 36,836.39	\$ 8,638.04	23%
Supplies	\$ 5,824.00	\$ 3,030.08	52%
Leadership develop.	\$ 1,751.92	\$ 161.24	9%
Admin service charge	\$ 2,530.00	\$ 2,461.58	97%
Current services	\$ 5,986.47	\$ 1,667.54	28%
Fixed charges	\$ 4,647.00	\$ 706.97	15%
Contracted services	\$ 1,000.00	\$ -	0%
TOTAL	\$ 58,575.78	\$ 16,665.45	28%
Non-fee income	\$ 52,624.60	\$ 6,144.33	12%
Fee income	\$ 5,951.18	\$ 2,776.57	47%
TOTAL	\$ 58,575.78	\$ 8,920.90	15%
Profit/Loss	\$ 0.00	\$ 0.00	

OVERALL			
Budget	Actual	Percent	
Payroll	\$ 512,893.03	\$ 115,444.35	23%
Supplies	\$ 22,768.59	\$ 4,461.12	20%
Leadership develop.	\$ 17,640.98	\$ 799.28	5%
Admin service charge	\$ 32,397.00	\$ 31,595.48	98%
Current services	\$ 277,683.60	\$ 34,107.29	12%
Fixed charges	\$ 17,616.00	\$ 3,495.00	20%
Contracted services	\$ 6,400.00	\$ 1,550.00	24%
Capital outlay	\$ 30,000.00	\$ -	0%
Student financial aid	\$ 6,000.00	\$ 1,250.00	21%
TOTAL EXPENSES	\$ 923,399.20	\$ 192,702.52	21%
Non-fee income	\$ 399,270.00	\$ 89,984.48	23%
Fee income	\$ 445,994.00	\$ 208,081.88	47%
TOTAL INCOME	\$ 845,264.00	\$ 298,066.36	35%
Net Profit/Loss	\$ (78,135.20)	\$ 105,363.84	

057 TECHNICIAN			
Budget	Actual	Percent	
Payroll	\$ 101,686.59	\$ 18,242.96	18%
Supplies	\$ 3,500.00	\$ 587.48	17%
Leadership develop.	\$ 9,227.78	\$ 538.04	6%
Admin service charge	\$ 12,085.00	\$ 11,789.71	98%
Current services	\$ 182,497.22	\$ 28,753.98	16%
Fixed charges	\$ 5,059.00	\$ 2,529.03	50%
Student financial aid	\$ 6,000.00	\$ 1,250.00	21%
TOTAL	\$ 320,055.59	\$ 63,691.20	20%
Non-fee income	\$ 335,270.40	\$ 80,890.95	24%
Fee income	\$ -	\$ -	0.00%
TOTAL	\$ 335,270.40	\$ 80,890.95	24%
Profit/Loss	\$ 15,214.81	\$ -	

060 GENERAL ADMIN			
Budget	Actual	Percent	
Payroll	\$ 275,607.08	\$ 67,814.19	25%
Supplies	\$ 9,893.87	\$ 765.82	8%
Leadership develop.	\$ 3,500.00	\$ 100.00	3%
Admin service charge	\$ 12,380.00	\$ 12,078.51	98%
Current services	\$ 6,206.05	\$ 1,606.38	26%
Fixed charges	\$ 6,650.00	\$ 50.00	1%
Contracted services	\$ 5,400.00	\$ 1,550.00	29%
Capital outlay	\$ 30,000.00	\$ -	0%
TOTAL	\$ 349,637.00	\$ 83,964.90	24%
Non-fee income	\$ -	\$ -	
Fee income	\$ 332,985.43	\$ 155,356.88	47%
TOTAL	\$ 332,985.43	\$ 155,356.88	47%
Profit/Loss	\$ (16,651.57)	\$ -	

CURRENT RESERVE TRANSFER			
Budget	Actual	Percent	
Current reserve	\$ -	\$ -	
Reserve Transfer	\$ -	\$ -	
TOTAL	\$ -	\$ -	