



Wilfrid Laurier University Students' Union Meeting of the Board of Directors

Location: Students' Union Boardroom, Waterloo
Date: March 3rd, 2017, 4:00 PM

The Strategic Ends of the Students' Union

The Organization exists to represent, advocate for, and support the primary stakeholders, the students of Wilfrid Laurier University, and to provide them with a holistic university experience and an enhanced student life. The costs of these benefits will be justified by the results.

In no specific order of priority, students will benefit from:

- An affordable, accessible, and high quality academic experience
- A safe, sustainable, and empowering environment
- Diverse and inclusive social interaction
- Products and services that cater to the financial needs of students

Land Acknowledgement:

We acknowledge the traditional territory of the Neutral, Anishnawbe, and Haudenosaunee People.

Start	Duration	Agenda Item	Type	Presenter
4:00 PM	4:01 PM	Call to Order & Land Acknowledgement	adm	Vice Chair Molkoski
4:01 PM	4:02 PM	Adoption of Agenda	D	Vice Chair Molkoski
4:02 PM	4:02 PM	Adoption of Consent Agenda: Monitoring Report: GP#2j Monitoring Report: EL#2l	D	Vice Chair Molkoski Chair DeSumma President VanHerzele
4:02 PM	4:03 PM	Adoption of Minutes: February 10, 2017	D	Vice Chair Molkoski
4:03 PM	4:04 PM	Regrets	adm	Vice Chair Molkoski
4:04 PM	4:05 PM	Conflicts of Interest	adm	Vice Chair Molkoski
4:05 PM	4:10 PM	Comments from the Chair of the Board & CGO	fi	Vice Chair Molkoski
4:10 PM	4:15 PM	Comments from the President & CEO	fi	President VanHerzele
4:15 PM	4:20 PM	Comments from the Executive Director & COO	fi	ED Champagne
4:20 PM	4:25 PM	Items Pulled from Consent Agenda	if/D	Vice Chair Molkoski
4:25 PM	4:35 PM	OUSA Membership Fee	D	President VanHerzele
4:35 PM	4:40 PM	Policy Change: EL#2d	D	Vice Chair Molkoski
4:40 PM	5:10 PM	Strategic Discussion: 2017 #LaurierVotes Elections	fd	Vice Chair Molkoski
5:10 PM	5:15 PM	New Business & Announcements	fd	Vice Chair Molkoski
5:15 PM	5:15 PM	Adjournment	D	Vice Chair Molkoski
Total	1hr30min			

REMINDERS:

- 1) Make sure to keep an eye out for the meeting evaluation form and **fill it out!**
- 2) The next Board Meeting is March 10th at **4:00pm** on the Waterloo Campus
- 3) Make sure you're reaching out to your Mentee!

LEGEND:

- fi, For Information
- fd, For Discussion
- D, Decision required
- adm, Administrative task
- if, If Required

Governance Process # 2j “General Meetings”

This interpretations-based monitoring report for Governance Process Policy #2j “General Meetings” is presented in accordance with the monitoring schedule to provide the Board of Directors with an understanding of governance direction for the academic year. On behalf of the Board, I certify that the information is developed without prejudice or bias, and **represents compliance with a reasonable interpretation of all aspects of the policy unless specifically stated otherwise.**

Signed,



Nick DeSumma
Chair of the Board and Chief Governance Officer
Wilfrid Laurier University Students' Union

March 3, 2017

(Board Policy is indicated in bold typeface throughout.)

Policy Wording GP2j1. The Board will: ensure that all processes and procedures during general meetings will comply with all applicable laws and the Organization's constitution.

CGO's Interpretation

I interpret “all processes and procedures during general meetings” as the ability to submit referendum questions, run for elections as a candidate, administer a fair campaign, vote, campaign, and be made aware of the auditor's statements. I interpret “comply” as not violating any applicable laws or the Students' Union Constitution. I define “all applicable laws” as the municipal, provincial or federal election acts. I define “Organizational constitution” as the content presented in Bylaws of the Students' Union.

Operational Definition

Compliance will be demonstrated when:

- 1) The membership is able to participate in, help administer, contribute to, or spectate the electoral process.
- 2) The electoral process does not violate any provincial or federal laws.

Evidence

- 1) All aspects of the electoral process were publicly announced and administered, granting opportunity for the membership participation and involvement.
- 2) The AGM was run in accordance with Article III of the Bylaws of the Students' Union and does not violate any provincial or federal laws.

I report this section as **COMPLIANT**.

Policy Wording GP2j2. The Board will: be the final arbiter of the reasonableness of all referendum questions...

CGO's Interpretation

I interpret "final arbiter of reasonableness" as the entity that has the last and decisive say in any matter, as long as it falls within reason. I interpret "all referendum questions" as every referendum question that has been submitted to the Board before the deadlines outlined in this policy.

Operational Definition

Compliance will be demonstrated when:

- 1) The CGO, CEO, and COO have at least one meeting to review the referendum questions, and present them to the Board on December 9, 2016, the last scheduled meeting of the term.
- 2) The Board decides on whether or not to allow all referendum questions.

Evidence

- 1) The CGO, CEO, and COO had multiple meetings with regards to referendum questions.
- 2) The Board passed all submitted questions on to the ballot.

I report this section as **COMPLIANT**.

Policy Wording GP2j2a. The Board will: be the final arbiter of the reasonableness of all referendum questions. A committee of the CRO, CGO, the CEO, and the COO shall review and present all referendum questions to the Board for approval no later than the last regularly scheduled Board meeting of the calendar year annually.

CGO's Interpretation

I interpret "review and present" as going through the referendum questions to remove any unreasonable or imprudent requests. I interpret "the last regularly scheduled Board meeting of the calendar year annually" as the December 9th, 2016 Board Meeting in Waterloo.

Operational Definition

Compliance will be demonstrated when:

- 1) The CGO, CEO, and COO have at least one meeting to review the referendum questions, and present them to the Board on December 9, 2016.
- 2) The Board decides on whether or not to allow all referendum questions.

Evidence

- 1) The CRO, CGO, CEO, and COO met and discussed the referenda questions.
- 2) The Board passed all submitted questions on to the ballot.

I report this section as **COMPLIANT**.

Policy Wording GP2j2ai. The committee will compile a report for the Board, providing the Board with information regarding compliance with the constitution, letters patent, and any other legally binding documents.

CGO's Interpretation

I define this section to mean that a committee consisting of the CRO, CGO, CEO and COO compile a written document highlighting any violation a referenda may have of the previously mentioned agreements and legislation.

Operational Definition

Compliance will be demonstrated when:

- 1) The committee provides the Board with a written report highlighting any violations a referenda question has with the previously mentioned agreements and legislation.

Evidence

- 1) The report was tabled at the December 9th, 2016 Board Meeting.

I report this section as **COMPLIANT**.

Policy Wording GP2j3. The Board will: inform the members of their right to submit referendum questions no less than thirty (35) days prior to the last regularly scheduled Board meeting of the calendar year. Submissions shall be received no less than five (5) days prior to the last regularly scheduled Board meeting of the calendar year.

CGO's Interpretation

I interpret "inform the members" as using social media, such as yourstudentsunion.ca, Facebook, Twitter, Instagram, and Snapchat to ensure that members know that they can submit referendum questions. I interpret "no less than thirty (35) days prior to the

last regularly scheduled Board meeting" as November 5, 2016, as December 9, 2016 is the last regularly scheduled Board meeting of 2016 as per the meeting schedule. I define "submissions shall be received no less than five (5) days prior to the last regularly scheduled Board meeting" as allowing the membership to submit referendum questions to the Board up until December 4, 2016.

Operational Definition

Compliance will be demonstrated when:

- 1) The membership has been informed, to a reasonable degree, about their right to submit referendum questions by November 4, 2016 at the latest.
- 2) The membership is granted permission to submit referendum questions until December 4, 2016.

Evidence

- 1) The membership was informed about their right to submit referendum questions through the Students' Union website and social media on October 28, 2016.
- 2) Referendum questions were received until December 4, 2016.

I report this section as **COMPLIANT**.

Policy Wording GP2j4. The Board will: Ensure that all referendum questions shall include the following: date of implementation; eligible voting members; any associated costs and inflationary costs, and how they are to be applied; and any impact on previously approved referendum questions.

CGO's Interpretation

I define "date of implementation" as when the proposed change will take effect. I define "eligible voting members" as those who will be able to vote for the referendum question, which may be contingent upon faculty, campus or academic status. I define "any associated costs and inflationary costs" as any fee introductions or fee increases, as per inflation, which will result with the approval of a referendum question. I define "how they are to be applied" as to whom and in what way, such as per half credit, they will take effect. I define "any impact on previously approved referendum questions" as the way that a new referendum question will either change the nature of, or eliminate the existence of certain referendum results from previous years.

Operational Definition

Compliance will be demonstrated when:

- 1) The Board has been made aware of this policy and have approved referendum questions with these components.

Evidence

- 1) All questions included all 4 components, both when submitted to the Board and on the ballot.

I report this section as **COMPLIANT**.

Policy Wording GP2j5. The Board will: approve the minutes of all general meetings at the next appropriate meeting of the Board in the form of a report of all results provided by the Chief Returning Officer.

CGO's Interpretation

I define "approve the minutes of all general meetings" as ratify the results of the election. I define "next appropriate meeting of the Board" as the first board meeting following the elections. I define "in the form of a report" as a package that outlines all voting results.

Operational Definition

Compliance will be demonstrated when:

- 1) Election results are tabled to the Board at the first meeting following elections.

Evidence

- 1) A final report of the election results was approved by the Board at the January 27, 2017 meeting.

I report this section as **COMPLIANT**.

Policy Wording GP2j6. The Board will: make the auditor's statements available to the membership no less than twenty-one (21) days prior to the starting date of the annual general meeting. The Board shall approve the auditor's statements of the current fiscal year no later than October 31 annually. The Board shall appoint an auditor for the following fiscal year no later than April 30 annually.

CGO's Interpretation

I define "auditor's statements" as the external report that the current auditor, KPMG, submits to the Board regarding the finances of the Students' Union. I define "available to the membership no less than twenty-one (21) days prior to the starting date of the annual general meeting" as presenting the auditor's statements to the membership via yourstudentsunion.ca on or before January 4, 2017, as the election will be set for January 24, 25, and 26, 2017. I define "approve the auditor's statements" as the Board ratifying the results of the auditor's statements via Board decision. I define "appoint an

auditor for the following fiscal year" as ratifying the choice of auditor, as per the annual general meeting, for the next year's financial statements.

Operational Definition

Compliance will be demonstrated when:

- 1) The auditor's statements were accessible on yourstudentsunion.ca by January 4, 2017.
- 2) The auditor's statements were approved by the Board on or before October 31, 2016.
- 3) An auditor has been appointed for the next fiscal year by April 30, 2017.

Evidence

- 1) The auditor's statements have been accessible online as of November 11th, 2016.
- 2) The auditor's statements were approved on November 11th, 2016.
- 3) An auditor was approved by the student body during the Annual General Meeting in January 2017.

I report this section as **NON-COMPLIANT**.

Policy Wording GP2j7. The Board will: review all submissions for referenda submitted by external organizations. External organizations will be responsible for the application of all referenda results. Only submissions from a legitimate governing authority or representative thereof will be eligible to submit referenda on their behalf. All external organizations will be subject to the Organization's elections and referenda policies and any other restrictions deemed necessary by the Board.

CGO's Interpretation

I define "review all submissions for referenda submitted" as looking over the applicability and validity of referendum questions that are presented to the Board. I define "external organizations" as entities, such as, but not limited to WLUSP, LSPiRG, GSA, and thus are not the Students' Union, but have been granted permission by the Board to have their referendum questions in the Students' Union's annual general meeting. I define "will be responsible for the application of all referenda results" as the Students' Union is not responsible for implementing the final results of any referendum question that has been submitted by an external organization. I define "legitimate governing authority or representative" as an incorporated organization with a governing body or member of the Students' Union. I define "all external organizations will be subject to the Organization's elections and referenda policies and any other restrictions deemed necessary by the Board" as any organization that wishes to use the Students' Union annual general meeting as a means to pitch its referendum question

will have to abide by all of the Students' Unions election, referenda policies and restrictions made by the Board.

Operational Definition

Compliance will be demonstrated when:

- 1) All external organizations' referendum questions have been approved or rejected by the Board.
- 2) No external organization has violated the election, referenda policies and any other restriction made by the Board.

Evidence

- 1) The Board did not approve any external organization's referendum questions that violate Board policies.

I report this section as **COMPLIANT**.

Global Policy Statement Wording GP2j: *The Board is responsible for the oversight of all general meetings. The Board shall ensure due process and implementation of all business of the Organization to be conducted at general meetings.*

CGO's Interpretation

I define "responsible for the oversight of all general meetings" as being held accountable for administering and dealing with any and all aspects of the electoral process. I further define "general meetings" as being a meeting of the membership, or undergraduate students of WLU, in the form of an election. I define "ensure due process and implementation of all business" as informing the membership of important dates and information for referendum questions, providing the means for referenda questions to be submitted, and maintaining legal and financial compliance with all electoral activities.

Operational Definition

Compliance will be demonstrated when:

- 1) All subsections of the policy are reported as compliant

Evidence

- 1) GP#2j6 is non-compliant.

I report this section as **NON-COMPLIANT**.

This monitoring report for Executive Limitation Policy #21 “General Meetings and Elections” is presented in accordance with the monitoring schedule set forth by the Board of Directors. I certify that the information contained in this report is true and **represents compliance with a reasonable interpretation of all aspects of the policy unless specifically stated otherwise.**



Tyler Van Herzele
President and CEO
Wilfrid Laurier University Students' Union

March 3rd, 2017

(Board Policy is indicated in bold typeface throughout.)

Policy Wording EL#211: The President will not: Allow any club, organization, or service of the Organization to passively or actively participate in the electoral process.

CEO INTERPRETATION

I interpret “**passively**” as supporting a candidate/ referendum question through engaging with electoral content both online and/or in person without soliciting a vote.

I interpret “**actively**” as supporting a candidate/ referendum question through engaging with electoral content both online and/or in person while soliciting a vote.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. Clubs, services and organizations of the Students' Union and its affiliates do not publically promote any candidate or referendum with the exception of those deemed appropriate by the Board of Directors' policy.
2. Members of clubs, services and organizations do not use any of the benefits bestowed upon them via membership to influence voters on particular stances besides the voting period in general with the exception of those deemed appropriate by the Board of Directors' policy.
3. No paid or unpaid employee of any Students' Union businesses and services supports a candidate stance while on shift.

4. There are disciplinary systems in place to adequately deal with any noncompliance with this policy for those defined above.
5. Operational Definitions 1-4 include online content and social media channels.

EVIDENCE

1. The VP: Clubs & Associations forwarded an email from CGO Elizabeth Thompson to all clubs outlining expectations for elections. The Clubs Policies surrounding elections are outlined in their President's manual.
2. President & CEO sent an email out to the Student Executive Team. No employees of the Union supported, actively, or passively any campaign, candidate or referendum stance with the exception of VPUA as party chair and agent of the Provincial Advocacy Fee which was outlined under expectations of the Chair.
3. Elizabeth Thompson, ACRO: No complaints were filed that indicated a violation of this policy.

I report this section as **COMPLIANT**

Policy Wording EL#212: The President will not: Use resources of the Organization beyond what is determined by the Board.

CEO INTERPRETATION

I interpret "**resources of the Organization**" as any full-time or student executive staff, computer systems, internal web access, network access, communication channels or financial resources.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. No resources of the organization are used to promote candidacy besides the delegated roles of party chair deemed appropriate by the Board of Directors.
2. Staff members are made available for consultation at the request of the Board or election committee.
3. The Department of Marketing and Communications makes resources available to the Elections Team under direction from the ACRO.

EVIDENCE

1. Elizabeth Thompson, ACRO: If any candidates or party chairs were found to use resources not permitted by the ACRO or CGO they faced demerits and disqualification as per Election Policies.
2. Elizabeth Thompson, ACRO: Candidates and Party Chairs needed to have all expenditures approved by the ACRO prior to purchase ensuring no candidate or party chair were using the financial resources of the Organization
3. Elizabeth Thompson, ACRO: Strict budgets were monitored by the ACRO and worked on a reimbursement basis only and all unapproved expenses or use of the Organization's financial resources would result in demerits as per the Election Policies.

I report this section as **COMPLIANT**

Policy Wording EL#213: The President will not: Allow the Organization's corporate staff to express an opinion on any candidate or referendum affiliated with the Annual General Meeting or participation in elections.

CEO INTERPRETATION

I interpret "**the Organization's corporate staff**" as any management or officer level staff of the Students' Union that reports to the President, Executive Director or any Director of the Organization.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. No staff member (outlined above) publishes an official statement or other public communication regarding the endorsement of a particular candidate or stance on a referendum question that is not sanctioned by the Board.
2. Only the President, or those explicitly identified by the President or Board in advance, will speak to the media about any stance from the Students' Union related to the electoral process.

EVIDENCE

1. Elizabeth Thompson, ACRO: sent an email to all corporate staff outlining the expectations of neutrality for all staff during the electoral process.
2. This message was reiterated by President & CEO, Tyler Van Herzele at the Full-Time Staff Meetings and Management Team meetings.

I report this section as **COMPLIANT**

Policy Wording EL#214: The President will not: Allow executive level employees to participate in any general meeting in a way that will compromise the quality or integrity of their position or the Organization.

CEO INTERPRETATION

I interpret “**executive level employees**” to be all members of the Students’ Union Executive Team, and the Executive Director.

I interpret “ **comprises the quality or integrity of their position or the Organization**” as actions that adversely affect the professional image or reputation of the individual, the Executive Team, or the Organization.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. No executive level employees knowingly compromise the quality and integrity of their position in order to participate in the election and general meeting
2. Any executive employee participation is approved by the Board or CGO.
3. If an executive level employee intends to be involved in the general meeting, they need to step down from their position for the entire duration of the electoral process.

EVIDENCE

1. There were no executive level employees who were involved in the general meeting or electoral process.

I report this section as **COMPLIANT**

Policy Wording EL#215: The President will not: Influence the hiring or work of the Chief Returning Officer, Assistant Chief Returning Officer, or any member of the elections committee.

CEO INTERPRETATION

I interpret **"influence"** as making a concerted effort to sway the opinions of the individuals stated above.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. The President does not have any influence or power over the hiring decisions made, or the work being done during and leading up to the election period.

EVIDENCE

1. The President was absent from their hiring and was not a participant in the selection of the ACRO's team.
2. No elections team member has reported an influence on his or her work by the President.

I report this section as **COMPLIANT**

Policy Wording EL#2L6: The President will not: Allow the Board to be unaware of any actual or anticipated noncompliance with regards to this policy immediately upon realizing such noncompliance or anticipated noncompliance.

CEO INTERPRETATION

I interpret EL#2L6 to mean that the President shall inform the Board immediately of actually, or anticipated non-compliance with this EL.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. Non-compliance is reported to the Board as soon as it is uncovered or known.

EVIDENCE

1. The President monitored compliance with the above stated policy. There were no compliance issues to notify to the Board during the election period.

I report this section as **COMPLIANT**

Global Policy Statement: The President shall not risk the integrity or the independence of the Organization's elections or any general meeting of the membership. Additionally, the President will not influence the voting membership, also known as the ownership of the Organization.

CEO INTERPRETATION

I interpret "**integrity**" as the honesty and moral upstanding of the elections process.

I interpret "**independence**" as the right and requirement that the elections be completely separate from the Union's operations.

OPERATION DEFINITION

Compliance will be demonstrated when:

1. All other sections are in compliance.

Present: Nick DeSumma, Stephanie Bellotto, Matt DeSumma, Faraz Iftekharuddin, Shannon Kelly, Hubert Lee, Genelle Martin, Tarique Plummer, Ryan Price, Jonathan Ricci, Tyler VanHerzele, Colin Aitchison, Phil Champagne, Kaitlin Brown

Regrets: Nick Molkoski, Kevin Jang

Guests: Kanwar Brar, Ian Muller, Megan Lacoursiere, Michael Del Bono, Anthony Zambito, Zemar Hakim, Idris Omar Hassan, Emily Rezkalla, Joseph Small, Ilana Roitman, Nathalie Bouchard, Safina Husian,

1. **Call to Order**

The meeting is called to order at 4:05pm on Friday, February 10th, 2017 on the second floor of the Fred Nichol Campus Centre, Waterloo.

We acknowledge the traditional territory of the Neutral, Anishnawbe, and Haudenosaunee peoples.

2. **Adoption of Agenda**

Motion 1 (Plummer/ Kelly): **Motion to adopt the agenda as presented.**

Vote: 8-0-0

Result: Motion Passes Unanimously

3. **Adoption of Consent Agenda**

Motion 2 (M. DeSumma/ Ricci): **Motion to adopt the Consent Agenda as presented.**

Vote: 8-0-0

Result: Motion Passes Unanimously

4. **Adoption of Minutes: January 27th, 2017**

Motion 3 (Bellotto/ Iftekharuddin): **Motion to adopt the January 27th 2017 Meeting Minutes as presented.**

Vote: 8-0-0

Result: Motion Passes Unanimously

5. **Regrets and Absences**

Vice Chair Molkoski is writing a Midterm
Director Jang has an out of town commitment

6. **Conflict of Interest**

Director Plummer declares conflict of interest in regards to the Director-Elect resignation

7. **Incamera**

Motion 4 (Ricci/ M. DeSumma): **Motion to enter incamera with President VanHerzele, DPRA Ian Muller, and President-Elect Brar**

Vote: 8-0-0

Result: Motion Passes Unanimously

8. Exit Incamera

Motion 7 (Ricci/ M. DeSumma): **Motion to exit incamera.**

Vote: 8-0-0

Result: Motion Passes Unanimously

9. Comments from the Chair of the Board and CGO

Chair DeSumma

The Student Life Levy is now open so get your applications in. Applications for funding are due on March 3rd.

The CCR is open so you can add anything that you have done including Board of Directors and Elections positions.

The Elections Review Committee will be elected today so I will talk about that more later. It is to assess elections policy and to design a marketing strategy because 22% is not 100%.

Training has begun, the Mentorship Program kicked off this week. Congratulations to Chair-Elect Plummer as well as the new Vice Chair-Elect Michael DelBono. May 1st is coming quickly. Tarique and I have begun training and reaching out to mentees and we will be meeting to kick off his transition and talk about the Chair Role.

I have finalized the last presentations for our Board meetings. On March 10th we will have a special presentation from Dr. Max Blouw and Dr. Deb MacLatchy about their transition. This is great because it is at the same time Kanwar will be transitioning into his presidency. On April 5th Mayor Dave Jaworsky of Waterloo will also be speaking to the Board of Directors.

10. Comments from the President and CEO

President VanHerzele

Congrats to all who submitted VP and AVP applications it takes a lot of time and it is long and extensive process. To those who are successful I look forward to working with you and President Elect Brar for the next three months. In May we can take a step out of the office.

Conversations around St. Patrick's Day have begun with their partners and the city. This year we are looking to do our annual door knocking campaign. On March 0th from 6-8 at the fire hall we will be gearing up for the door knocking. We go around and share some information. We are looking for a high student turnout this year.

Turret renovations, we met yesterday to see some new renderings. We will be going to students soon with feedback and functionality as we edge our way to the funding of this project. The only part of the project that has been funded is the architect's involvement. Once it is done we will see what it will take to make it new.

My transition with President Elect Brar kicked off with the hiring of his VP team and I have enjoyed our time so far and introducing him to the role. Thanks for the memes.

We had an Islamophobia Panel and I was able to attend a few of the speakers. I would like to send my thanks to those who organized/ attended as it was well attended and could have filled the full turret. It is important to have these conversations and see the expertise plus the level of involvement. I look forward to seeing what else is coming. Laura from the Diversity and Equity Office mentioned having a panel at other campuses as well.

Finance and Administration

- VP hiring is complete and AVP is ongoing as well as spring hiring sessions are upon us. Now until the end of the year your updates from finance and administration will be hiring. For those who are a part of the process on the team or work in the department, thank you in advance! I look forward to meeting our amazing volunteers for next year!
- Volunteer appreciation discussions are underway.

Programming and Services- Brantford

- Finished Snow Week, it is a new program that has been introduced over the last few years. Next year it will be a committee under the Student's Union committee as the VP currently oversees the operations working closely with OTC and a few of the orientation week executives in Brantford. There were 29 students, which is good for a new program, with positive feedback.
- VP Gerlings is working with VP Hutchings on evaluating the Peer Connect and Healthy Lifestyles mandates. It was pushed to the back burner so we are now taking a look at the overlap, and redefining so that we can get the info out for those who wish to engage.
- Next week on Tuesday there is a Program and Service wide event called P.S. We Love You (P.S. = Programming and Service).
- All of the committees took part in Snow Week each hosted or co-hosted an event. I am looking forward to the debrief

Programming Service- Waterloo

- The mandates are under review
- We are continuing to work out details for the A Tribe Called Red concert. There were funds from the SLL details are being put together between ourselves, the Aboriginal Student's Centre and LSPIRG. Thank you Kim and Jason for your time!
- Debriefing Winter Carnival including student feedback to reform events and represent the values they uphold.

Clubs and Associations

- VP Jenkins would like to congratulate Nelly Song on her hire as the 2017/2018 VP of Clubs and Associations.
- There are no further updates as we are currently rolling through the new club registrations, there were 14 new clubs plus more day to day tasks.

University Affairs

- There are more details in my updates
- VP Aitchison has recently finished his draft of OUSA's International Students Paper and is helping finalize the Municipal Issues Paper which we were interested due to Waterloo Region issues.

- AVP Teaching and Learning deliberations took place. They have gone quite well
- VP Aitchison and President- Elect Brar will be appearing in a panel for a day of panels on Work Integrated Learning. Colin will be talking about OUSA's #myWILis Campaign and the provincial climate from the perspective of students

AVP University Affairs- Brantford

- Working with University partners to develop a Community Safety awareness campaign including SHERM, SCS, Safe Brantford, etc.
- Updating online resources for housing

AVP University Affairs- Waterloo

- They are seeing traction on the Seagram Drive sidewalk asks from Local Advocacy Week. It has been identified that the stop that is meant for Laurier students is still inaccessible.
- On both campuses there have been SRAC Lease Readings partnering with Residence

**Director Price entered the meeting at 5:02pm*

Director Martin

Was the Islamophobia panel out of an incident or global events?

ED Champagne

Started as a result of what happened in Quebec.

President VanHerzele

It started through the Diversity and Equity Office. It did spark a needed conversation and it was well attended as an expert or attendee. More conversations may pop up, I will connect and see if there is any support we can assist with moving forward.

Director DeSumma

What were the numbers from Snow Week last year?

President VanHerzele

There was an increase in participation, but I don't have the numbers from last year. I will check.

11. Comments from the Executive Director & COO

ED Champagne

No comments there is an update in the Board package. The job description for the Programming and Promotions Manager has been approved and the job posting should go out on Monday.

12. Quarterly Report of Financials

Motion 8 (Kelly/ Martin): Motion to approve the Quarterly Report of Financials from periods 1-9 as presented

Vote: 9-0-0

Result: Motion Passes Unanimously

President VanHerzele

President- Elect Brar, myself, and Director of Finance Chris Turner sat down and went through these pages so I do have reasoning behind some of the number changes. The fact that we don't foresee any costs that will change and currently we are better off than what we have initially budgeted for. We should end up in a good financial state by the end of the year.

Director Kelly

In the revenues portion, Brantford Services has a \$4496 variance?

President VanHerzele

What has happened is we do have a donation that comes each year. It is a \$5000 donation because of the essential services fee we haven't had to use the agreement so we are going to revisit and see what we can do in other areas if the donor still wishes to do so.

Director Ricci

That donation helps with Services?

President VanHerzele

Specifically, food bank.

13. Committee Election: Elections Review Committee

Motion 9 (Martin/ Plummer): Motion to approve the acclamation of Director DeSumma, and elections of Director Kelly and Director Ricci to the Elections Review Committee

Vote: 6-0-3

Result: Motion Passes

Motion 10 (Kelly/ Ricci): Motion to destroy the ballots from the Elections Review Committee election

Vote: 9-0-0

Result: Motion Passes Unanimously

Chair DeSumma

It is to review the effectiveness of the elections policies and look at the marketing strategy. They will identify things that worked well/ didn't and how to encourage engagement as we know turnout wasn't there. There will be 3 spots, one director would be Chair and one for each campus.

- Director Lee nominated **Director Kelly** to the Elections Review Committee
- Director Bellotto nominated **Director Lee** to the Elections Review Committee
- Director Kelly nominated **Director DeSumma** to the Elections Review Committee
- Director Plummer nominated **Director Iftekharuddin** to the Elections Review Committee

- Director Martin nominated **Director Ricci** to the Elections Review Committee
- Director DeSumma nominated **Director Martin** to the Elections Review Committee

Opening Statements

Director Kelly

I was excited to see it open this year, I believe I was one of the most present directors throughout elections. Even though I couldn't be there during the day time I was at almost every single info session. I got people to volunteer and talked to people on both campuses. Best of luck to candidates.

Director Lee

It is weird this is my first time making an opening statement in over a year. In my 4 years here I am happy this committee has opened up as each year I have had a different view on elections. I have had a different view on the process and I think I can provide feedback to the committee.

Director Iffekharuddin

The biggest thing for me is that I ran my election with a bow tie and my effort during the election is a big reason I am here. I put my heart out and I think I could do well on the Election Review Committee.

Director Ricci

I have been on the Board about 3 years. I haven't been on many committees this year so this is one I could be involved with. I ran as a candidate and part of a presidential team.

Director Martin

I would like to be on the committee to look at it from an analytical perspective, I am not afraid to speak what I am thinking. I would like to provide insight into the decline in voter turnout and look at what we can do differently.

Questions

Director Bellotto

What could have been done differently to improve voter turnout or to get more Director participation?

Director Martin

Get the candidates more involved, if you are running it should be a blanket requirement that you show up. Chair DeSumma spoke to the fact that there was only one President running and not just marketing but involvement as a whole.

Director Ricci

I brought this up 2 meetings ago it should be a team effort as a department. WC had an event opening night. Better communication as a department and the whole.

Director Iffekharuddin

We saw in the open forums there were candidates missing and during the whole elections process. I didn't see the candidates as much as I saw my fellow Board members last year. More presence from the candidates

Director Lee

I want to take a page out of Western's campaign how they get voter turnout as a focus for call to action. Getting students and faculty staff to embrace the importance of voting. When I watched the video I wanted to vote because you could see the impact.

Director Kelly

There is a lot of things for areas of improvement and everyone running has said something. I think it is important to promote Senate and Board of Governors since there have been acclamations two years in a row for Senate. These are two of the highest governing bodies of our school so I think promoting that vote among other things.

Director Plummer

If you were elected, what would your investigative process look like?

Director Kelly

As far as practices you do have full time staff members and looking at every angle. A huge area would be marketing and promotions and working with the committee as there are a lot of voices.

Director Lee

In terms of investigative, to be indifferent about events in the past for example emotional attachment to an event. With 19 candidates in an open forum is it effective or is there a better way to move forward? So not being emotionally invested in traditional events.

Director Iffekharuddin

The turnout to events like Wilf's Night and in general around the campus plus asking the students themselves what they felt during the elections period and the marketing department involved to see if there were changes.

Director Ricci

You have to be open minded and I have run 3 times and I have gone through different election cycles so that is what I could bring to the table. I don't like to see an issue one way especially with the full time staff as a committee assistance, it is a team effort.

Director Martin

It is important to look back on past elections. With the decline in involvement there is something to figure out look at what we were doing well/ wrong to move forward.

Anthony Zambito

As a candidate it was hard to find the time to go out campaigning because of academic commitments, in your asset as a committee member how would you tackle this with your given resources?

Director Martin

It is important for candidates to understand what that involvement looks like especially for elections. It is a requirement for you to be there and to schedule those things. The Student's Union provides a good outline so it is up to the candidate to make sure they are able to plan for that.

Director Ricci

In my knowledge this is the first time we went with shorter election period so we need to re-evaluate if that was accessible for candidates. The length of the election process should be one of the first issues.

Director Iffekharuddin

As Director Martin said, it depends on how much you want it. I emailed my profs and all my marks were taken into account, the calendar is published before so you can manage your time around that.

Director Lee

I will add that Shannon last year couldn't make it and she made the effort to make an opening and closing statement. I think that a good strategy in regards to academic commitments would be to look across all departments to see how they get high turnout and see strategies for voter and director turnout.

Director Kelly

Candidates know it is a time commitment they have to make; we could promote the calendar earlier. We don't quite promote all individual events early on. Elections are a week earlier which gave us more time before school amps up. Being able to send stuff in when you can't make it because there is always a way.

Director DeSumma

What can you tell me about participation or elections in Brantford and what would you do to ensure that participation improves?

Director Kelly

I reached out yesterday to you about Brantford elections. The main problem is that people come up to vote and they often don't know what they are voting for or enough about the candidates. This translates onto both campuses so really promoting that.

Director Lee

I am not too familiar because for us we have Outreach Committee and they are there to promote the vote and elections. I don't know the human capital you have because it is difficult to get the same number of Brantford candidates as Waterloo.

Director Iffekharuddin

I felt to myself as a candidate running last year, I would hope there was better transportation between the campuses. Perhaps I there was something every 5 days to get both places because I only got there one time and I loved Brantford!

Director Ricci

I think especially because the Outreach Committee helped out a lot here. For Brantford it shouldn't be tailored to one campus as a committee we need to look at it from a multi campus perspective. As long as we are both on the same page, I can't promise financials for transportation.

Director Martin

In the recent years Brantford voter turnout has been better then Waterloo so it isn't what is going wrong, we should look at is as a whole because the President and Directors elections are for both campuses. It is important not to segregate them.

Director Price

I believe many students are informed about the elections and if you were to ask a yes/no question such as "did you know that elections are happening?" the answer would be yes. What is each of your opinions on why students are persuaded to vote? I think majority are actually informed and there is hype about it. What is stopping them from placing their vote?

Director Martin

It is important for students to know why they should vote so for example recognizing that we all pay into the Student's Union fee and where those funds are going to. It is important to understand the roles, what a Director is, what a Senator is, and what a Governor is? This is important for marketing so that people understand who they are voting for and what they are voting them to do.

Director Ricci

It goes on the fact that we increase awareness, we all pay fees and since there was only one presidential candidate this year it affected the awareness of the campaign. We need to increase the awareness of what the Student's Union does and elections on top.

Director Iffekharuddin

We also have to inform people that their vote matters. The difference they could be making and they don't know International News and more is under the Student's Union. More awareness and information

Director Lee

It is a bigger problem than just the school, there is a lack of voter turnout in the youth. Many say my vote won't matter. In terms of Western's model there is lack of call to action and importance of why you should vote. What I have learned in promoting events is that you can't. The more you push, the more they go away. It is a push and pull relationship, you have to hit their heart strings that there is a good reason.

Director Kelly

Students will vote when something really matters to them, for instance we had a high music turnout last year since there were several referendum questions. That can't happen every year, so it is finding that reason to get students to vote. We can't always push it on them but it is to find that reason to make it matter.

Director Bellotto

In order to investigate is having that presence, I found that there was a lack of presence with the current Board. How can you better ensure that the next Board is going to be present for the voting period?

Director Kelly

It is hard thing to do. Having those conversations with Director Plummer right now may help. A lot of Director- Elects are here now listening so it is important to stress.

Director Lee

Because there was lack of attendance, which does not indicate that we weren't promoting elections. I would have been talking every day and telling people but because I couldn't make all the structured events doesn't show that I am not committed to the role itself.

Director Iffekharuddin

More than the physical presence on campus, putting their effort in. It isn't concrete and you can do much more by messaging people on Facebook and telling people to vote stuff that could be encouraged in the future. Stuff like that like engagement in election events.

Director Ricci

I think it goes back to the Mentorship Program, knowing that we need to stress involvement. We are there to help them and encourage them to get the vote out, it is a good start there. Also ensure they are comfortable May 1st.

Director Martin

In terms of being present for the new Board it is important to stress that you can only fake it until you make it. You have to want to be there. You have to want to be there. It is important to understand the importance of why we should get people to vote.

Director-Elect Omar

I hope you know about the election policies and if you do tell me 1,2, or 3. There was challenges with policies, what can you change? Do you think some policies are obstacles to candidates?

Director Martin

The policies are available in the nomination package. A candidate can go through and see what they can and can't do. I don't like to look at it as being restrictive, those are guidelines. The ACRO position is important because it is a way of checking. You have a budget and don't look at it from you can't post this and why it is important to frame things this way. Make sure everyone has the same opportunities. I agree with the policies that we have.

Director Iffekharuddin

During the elections you can't put posters on painted walls and if you are posting a cover picture you have to get it approved. I don't think this is an obstacle because if there weren't policies a candidate could post anything. It is a check on all the candidate. Plus, the budget is \$150 for candidates, if this didn't exist people could use their own money.

Director Ricci

You are not allowed to be campaigning for yourself on Election Day but rather be promoting elections overall. The ACRO is there to help you and if you have questions you are to ask them. When it comes to promotional materials you need to get it stamped especially in the business building. Posters can only be put up in certain areas.

Director Lee

You have a quota in terms of you can violate some rules and you can appeal within 24hours. It allows every candidate to be on the same playing field so it is not restrictive. The obstacles in terms of approval and time the candidate's responsibility. Packages are released in November so there is no excuse, they can't approve an email at 2am that shows zero respect.

Director Kelly

Things that are within election policies are in the nominations packages and there are promotion policies, demerits and how much you can spend. I struggled with poster policy and it is hard to be given demerits. I am not saying it is wrong just maybe it means more work for the ACRO.

ED Champagne

What committees have you been on and what did your participation look like on those committees?

Director Kelly

I have been on Student Life Levy for Waterloo and Brantford, 4-5 direct inspection committees, and Ownership Linkage. The Ownership Linkage Committee is where I believe I have participated highly.

Director Lee

I have been on SLL Waterloo and Ownership Linkage. Due to my program experience for the past 3 years, I can provide insight on how to promote and be effective in planning events as early as the get involved fair, where I heavily contributed.

Director Iffekharuddin

I have not been on a Board committee that is why I am excited to be on this committee.

Director Ricci

I have only been on Ownership Linkage Committee this year where I have helped out a lot there.

Director Martin

SLL committee and for my involvements and my participation I have missed two meetings

Closing Statements

Director Martin

I think I can provide analytical perspective. It is important to look back on past years and see what we have done well, what we can improve upon, and how to get voter turnout to be more aggressive for the future on both campuses.

Director Ricci

Going off what I have stated, I have been on the board 3 years now and I helped out on a campaign team. I want to bring a lot to the Students Union during my final months.

Director Iftexharuddin

I have not been on any committee so this is my last chance to make a difference on this Board.

Director Lee

Over my four years I have participated in elections in all different ways and not only can I provide opinions about the Student's Union but also stress the Senate and the Board as they are often not cared about. This is an elections review, not just the Student's Union. I have participated with faculty and I can see problems with faculty elections as well. I have many opinions regarding this.

Director Kelly

Thank you for all of your questions I hope my work as a Director speaks for itself and you can see I prepared for this speaking to Directors, ACRO Thompson, and Chair DeSumma. I am dedicated to what I do and I have been involved with this election season as well as the Outreach Coordinator my volunteers have been engaged. I do know what happened during the day time that I couldn't be there for. Good luck!

**Director Bellotto left at 5:28pm and returned at 5:31pm*

14. Director- Elect Resignation

Motion 11 (Lee/ M. DeSumma): To elect the Board of Directors Candidate with the next highest votes to the Board of Directors (upon their approval) until the vacant seat is filled. If this seat is not accepted by any of the remaining candidates, the Board agrees to open a by-election to fill the vacant seat.

Vote: Closed Ballot

Result: Motion Passes

Motion 12 (Ricci/ Plummer): Motion to destroy the ballots from the Board-Elect Appointment closed vote.

Vote: 9-0-0

Result: Motion Passes Unanimously

Chair DeSumma

Director- Elect Toameh emailed Tarique and I stating her resignation. When a Board member resigns it has to pass a 2/3rds majoring to move forward with one director less or else you have a by-election since you need a Board of 12. This is what the discussion incamera was. There are options presented to the Board.

This Board is the one to decide as the Board-Elect doesn't have any power. Since an election just happened there are options that the current board can vote to have a candidate who wasn't successful in the elections to be appointed into that seat since they did go through the process. There were 4 options presented including elect the candidate with the next highest voted to the Board of Directors. If they approve they will have the vacant seat, if declined it goes to the next person. If all remaining candidates decline the board will agree to move forward with 11 members or have a by-election. Would need to meet quorum.

DPRA Muller

It is unique as it is a Director- Elect, according to the constitution the board may choose not to fill a position or may deem it necessary through an election. This situation is not directly referenced in the constitution but can be pulled from the procedures of a sitting Director. It is a unique position since the election was recently held.

Chair DeSumma

Since we already discussed the options and there was no set decision I will bring all four motions forward. It will be a closed ballot so that you can choose and if it passes then we will move forward, if it fails we will move on to the next motion until something passes.

I will reach out to the next highest candidate. If it is not taken, we will have a by-election. The next highest candidate is Talha.

15. Winter Meeting Schedule Change

Motion 13 (M. DeSumma/ Bellotto): **Motion to approve meeting schedule change**

Vote: 9-0-0

Result: Motion Passes Unanimously

Chair DeSumma

I forgot a location. The April 28th meeting will take place in Waterloo.

16. New Business and Announcements

Chair DeSumma

Congrats to Director Bellotto, she is the new VP: UA. Also congratulations to everyone else who was hired on to the Management Team for next year.

I got "please play again" on my roll up cup, so I am now 1 for 2.

March 10th is the Board social and Door Knocking Campaign right after the Board meeting.

Jackets are getting re-done because there was a problem, they should be ready soon!

17. Adjournment

Motion 14 (Plummer/ Ricci): **Motion to adjourn the meeting.**

Vote: 9-0-0

Result: Motion Passes Unanimously

Meeting adjourned at 6:23pm

Next Meeting Friday, March 3rd at 4:00pm Waterloo

fi, For Information

fd, For Discussion

D, Decision required

adm, Administrative task

The preceding reflects an accurate and complete record of the proceedings at the aforementioned meeting of the WLUSU Board of Directors.

Date Signed: February 10, 2017



Nick De Summa
Chair of the Board & Chief Governance Officer
2016-17 Students' Union BoD
BoD

Date Signed: February 10, 2017



Nick Molkoski
Vice Chair of the Board
2016-17 Students' Union

Board Members,

I thought I would provide written context into OUSA's budgeting process, as I am away at a conference and am unable to answer any questions regarding it in person.

The cost of membership in OUSA for the 2016-2017 academic year \$2.99/full time equivalent. During the budgeting process, we were unaware of what the full time equivalent (FTE) numbers would be for the 2016-17 year, as those are not released until the winter term. As such, OUSA charges each member institution 80% of the cost from the previous year (in our case this totaled \$37,000) as the first installment, and then the remaining difference in the winter term.

During budgeting we projected our 2016-17 full time equivalent count as 15,500 FTEs. 20% of \$2.99 x 15,500 would have been \$9,345. After receiving the actual FTE count, our numbers totaled 16,103 FTEs, totaling in a cost of \$11,147.96 for our second installment. As such, we have come to you for approval to make our second payment to OUSA, as the new total has come above \$10,000. Annually our projected FTE count vs the actual always varies, however this is the first instance that it has pushed our second installment of the OUSA membership fee over \$10,000.

As a note, during budgeting we will be basing our projections off of this year's enrollment. Therefore, this should not be an issue moving forward, as the second payment will most likely continue to be greater than \$10,000.

I hope this provides any insight into OUSA's billing model, and adequately explains why we did not initially put this in the items over 10k. This growth in FTEs is a great sign for Laurier as universities across Canada are seeing only a slight increase in enrollment, and an overall decrease in domestic enrollment.

Best regards,



Colin Aitchison
Vice President: University Affairs



Ontario Undergraduate Student Alliance

INVOICE

24/02/2017

Ontario Undergraduate Student Alliance
345-26 Soho street
Toronto Ontario M5T 1Z7

BILL TO:

Wilfrid Laurier University Students Union
2nd Floor, Fred Nichols Campus Centre
75 University Ave, W
Waterloo, ON N2L 3C5

QUANTITY	DESCRIPTION	RATE	AMOUNT
1	2016-17 Membership Fee (2 nd instalment)	16,103 x \$2.99 – \$37,000	\$11,147.96
TOTAL DUE			\$11,147.96

Make all checks payable to [Company Name].

If you have any questions concerning this invoice, contact: Zachary Rose at [Phone Number] or [E-mail Address].

With respect to the actual, ongoing financial condition and activities, the President may not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board priorities established in Ends policies.

The President will not:

1. Expend more funds than have been received in the fiscal year to date unless the Board's debt guideline (point #2 below) is met.
2. Incur debt in an amount greater than can be repaid by certain and otherwise unencumbered revenues within:
 - a. 120 days or prior to the expiration of the President's term, whichever is sooner, during periods 5-13.
 - b. 160 days during periods 1-4.
3. Use any restricted reserves.
4. Settle payroll and debts in an untimely manner.
5. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.
6. Make a single purchase or commitment of greater than \$10,000.
 - a. With respect to this policy, any project overage greater than 15% shall be subject to subsequent Board approval.
 - b. Splitting orders to avoid this limit is not acceptable.
 - ~~b.c.~~ Expending currency other than Canadian dollars to avoid this limit is not acceptable.
7. Acquire, encumber or dispose of real estate.
8. Operate without aggressively pursuing receivables:
 - a. After a reasonable grace period; and
 - b. That are more than \$10,000.
- ~~9.~~ Allow the Board to be uninformed of any anticipated surplus at or near the end of the fiscal year.
- ~~9.10.~~ Allow expenditures to be reported in a currency other than Canadian dollars.
- ~~10.11.~~ Present a budget to the Board for the upcoming fiscal year later than April 30th of the current fiscal year.