
Present: Michael Del Bono, Kevin Bonnell, Idris Omar Hassan, Talha Naeem, Ricky Liu, Kanwar Brar, Ilana Roitman, Emily Rezkalla, Phil Champagne, Moumita Paul, Klaudia Wojtanowski

Regrets: Joseph Small, Zemar Hakim, Tarique Plummer

Guests: Adam Kovacs, Director Andrew

1. Call to Order

Vice Chair Del Bono

So, we call this meeting to order at 6:09 pm on February 16th, 2018 in the FNCC Waterloo, Ontario. We acknowledge that we are on the traditional territory of the Neutral, Anishnaabe, and Haudenosaunee peoples.

2. Adoption of Agenda

Motion 1 (Bonnell/Hassan): Motion to adopt the agenda package as presented

Vote: 8-0-0

Result: Motion Pass

3. Regrets and Absences

Chair Naeem

I have two regrets, one from Director Small and the other from Director Hakim. Both of them are not able to make it, Director Small because of his midterm exam and Director Hakim because of the family trip that he planned a long time ago. And Director Plummer is in Jamaica right now trying his best to call in but he is not able because of technical issues.

4. Conflicts of Interest

No conflicts

5. Comments from the Interim Chair of the Board and CGO

Chair Naeem

I will take any questions for myself? Those on the conference system, if you have any questions regarding CGO updates you have the chance to ask any questions if you would like to.

Director Wojtanowski

Can I ask that you refer to the female Directors using their last names as well?

Director Naeem

Definitely, that is something that I am working on so thank you so much

6. Comments from the President and CEO

President Brar

Thank you for joining us on our reading week. I would like to highlight 260, 406 dollars. So, we reached out to our volunteers and coordinator in making sure that we are that level again so it is a huge success for Shinerama and cystic fibrosis. I would like to congratulate President elect Plummer for hiring his team of Vice Presidents. AVP hiring is still going on and will be announced in the coming days. Transitioning officially starts after reading week. There is a door knocker planned on Wednesday March 7 from 6-8 pm where we are going out to the community alongside with special constables, student athletes, Waterloo police, the city by-law office to engage with the students proactively. This is something that we do every year to have that presence and engage with the student body. In the past, Board members have come out to this. If you are interested in coming out please let me know and I can give you more information on that. I am happy to take any questions.

Director Rezkalla

In regard to this annual initiative, have there been any changes to this initiative because I know that there were some issues with it last year in regard to making Laurier more safe and sustainable.

President Brar

Yeah, absolutely. The message that we are going with is be safe, smart and be respectful. That is why we are going around to everyone in the community and when we knock on doors we let students know what our concerns are and also offer the services of the University. For example, health services information was articulated, by-law navigation regarding the fines and what student can expect in they engage with any by-laws. From our perspective we want to put the Students' Union on display a head of time. We are working on a video from our end of the Students' Union to make sure that we are being proactive and so all of that is in the works right now.

Director Hassan

Mr. President if I can bring your attention to revenue sources Waterloo, you mentioned that the Winter Carnival was successful.

President Brar

Yes, compared to other years we had hire numbers of participants and we circulated good participation feedback. And for that event it was open to all students as well, accessible and from what we've heard that has been identified and been given the recommendation that we are giving access to those people who have not been given that change in years. Overall, there were minor to no issues at all, contrast that with past years. It was also very well received by volunteers and students.

Director Wojtanowski

I have a question in regard to University Affairs Brantford: you mentioned meeting with the mayor of Brantford to discuss GoBus routes from Brantford to campus and that has been a huge topic of discussion for many years, was there any progress in that meeting? Anything that we should be aware of? Or was this just another conversation to have in the future?

President Brar

From an advocacy perspective, this had always been good for decisions makers that the priority is always on the agenda. Continuous efforts for advocacy, and this is one of the goals we are reviewing more frequently. The mayor of the city has been very explicative, he has given us that in the short term and that code of conduct. If you guys remember that the Hamilton line under the leadership of former Vice President Laura

we would be collecting data on the usage of that from Hamilton, in the bigger picture the goal is to collect on how useful and successful that was and using data and evidence. So, there are essentially our efforts that is a priority for us. Most of these things take 3-5 years to get implemented. The city said that this is not something that they are going to forget about.

Director Wojtanowski

Do you know if the Board will receive the number on the Hamilton- Brantford line or when that might happen?

President Brar

It probably won't happen this year because we need to work the metrics on that and with the provincial elections coming up, updating departments has been the most priority the next couple of months and it will take a while to get that, but we plan to use that.

Director Hassan

My question is pretty much in the same category as Klaudia. Can I ask the President that when you write the report that you tell us a little bit about how successful it was? Similar to the question that Director Wojtanowski asked you about the Go Bus. Can you tell us a little bit about in detail, how that conversation went and success and things along those lines?

President Brar

The reason I do keep these updates general is that from a board perspective you are supposed to be focused more on governance and not be too prescriptive on what we are providing. My predecessor did not give too detailed information just because it was too operational at that point and I think that we need to keep that in mind not to stress the specifics, but that is really good feedback.

Chair Naeem

Any questions from those on the conference system?

Director Liu

Did the Students' Union speak to the other stakeholders about St. Patrick's Day? We know that the plan was last year, what is it this year?

President Brar

The city is preparing for this: initiating a taskforce to create a plan for St. Patrick's Day for the next couple of years and have people give feedback, with the goal of helping students. Student representation is on the committee, our Associate Vice President is handling that at the Waterloo level and communication with regard to the approaches they are taking. I would like to thank everyone for the impact that they are having and once the people have finalized that I believe that students will be better off.

Chair Naeem

Any last questions?

7. Comments from the Executive Director and COO

ED Champagne

I have no additional comments other than what is provided

Director Rezkalla

It says finalizing the Students' Union draft for next year and I know that you are not allowed to elaborate too much on it, but I just want to know the purpose of the model?

ED Champagne

So, the idea is from a recruitment and retention type of viewpoint. We are trying to have a very prescribed learning position that they would be achieving during their learning experience, so that we can better evaluate those experience and also take that skillset that they learn on those committees and translate that into a resume scenario with recruitment going forward; translate their experience to future employers.

Director Rezkalla

The second one is under Brantford Operations.

ED Champagne

That one is specific to the Brantford experience, whether that end up being a test pilot or not, but it is only specific to Brantford at this point.

Director Hassan

My question is from the financial report...

Chair Naeem

That should come up during our financial meeting, so that should come up later on. Any questions form those on the conferencing system?

Director Wojtanowski

I have a question about something that is not on here, it has been something that has been happening over the last few weeks. The announcements for the Turret renovations, what has been the reception from students?

President Brar

I can speak for him, we have received a few customer experience responses saying this is really good with the additional feedback that we prefer more roundtable seating and study spots then couches and lounges which we are really cognizant of and that has been included in the project plans. That was in one of the renovations, they just weren't finalized. The Turret side of things would be the casual lounge furniture with the social setting. The hawk's next would have white boards where students can go study, have the roundtables with group spots and individual spots, and overall really good reception that students are excited about that change.

Director Hassan

I know that in the marketing you mentioned that we reached approximately our target market, does that mean that the debrief is only happening in the marketing department?

ED Champagne

It is a little more difficult to include more than just the marketing department from a student aspect because I believe that the responsibility of student outreach is up to the elections committee and the Board of Directors. If the Board of Directors were to instruct the President to include that and have those student voices be surveyed; I would highly recommend that. Then we can definitely engage students and figure out how to improve.

President Brar

That was just a higher update of what we are doing, but discussion that we had at the Board meeting last week; we actually compiled all that information of what the Board said which was to compile a document to reach the marketing department, take that feedback, take the elections feedback, the students feedback and seeing okay this is what we did from a marketing perspective based on how the Board was approving that was done very cognitively and that feedback was taken into consideration.

Chair Naeem

Are there any further questions?

8. Quarterly Report of Financials

Motion 2 (Wojtanowski/Bonnell): Motion to approve the quarterly financials

Vote: 8-0-0

Result: Motion Pass

President Brar

So, as you can see the report is all together. We are in a fiscal surplus of 129, 970 dollars and if you compare that to the surplus and losses on the last page are a lot of things that you see including the Turret, Wilf's, looks like they are in the negative but they are significantly lower than what was projected a lot at this point in the year according to the financials. We are in a position to operate fiscally moving forward with the rest of this ending in April. I am happy to take any questions in regard to anything specific

Director Hassan

If we go to the schedule and the very first item, the original design that you decided to use a certain amount of money to use certain resources to save my money, but it seems like there is a lot of money that you are using that is designed so that you don't think about any other resources. So, actually why did the department budget for that much money?

President Brar

So, you are talking about the revenue not the expenses?

Director Hassan

Yes

President Brar

Yes, so for the revenue itself if you look at FNCC and when we do budgeting with regard to revenue specifically we are actually more conservative because we know that it is better to expect less and have more money. The increasing enrollment of 1.5 percent this year which we did not expect was actually a lot higher which puts us in a good position to have extra revenue.

Director Hassan

So, you always think it is a good to have more money and spend less?

President Brar

You were talking about the revenue specifically. WE budgeted for 760,510 based on the official registrar's report of last year because when we budget for any revenue, take the FNCC for example, times the number of students who enroll the last fall which is the official report provided by the Senate. We cross referenced that because it would

increase by too much because that is what the registrar's office has officially prescribed and we budgeted our numbers based on that. That is why you see the budget as 760, 510 dollars in the period ending January 6, 2018. With the increase in enrollment for this year we actually ended up having 840, 368 which is our position to have revenue.

Vice Chair Del Bono

I just need to make a correction in the agenda package: there is a remind in the title page that the next Board meeting is February 9th, but just to correct that the next Board meeting is immediately after results night on February 2nd at 6pm in the FNCC Board room on the Waterloo campus. Just a quick correction there

Chair Naeem

Any other questions about the quarterly financials?

Director Hassan

The next page says expenses, specifically in the category that says President's expenses 32, 243 but you have only used it for 6,278. Why did you budgeted for such a large amount of money, can you tell us a little bit about that?

President Brar

The President's budget is around 40,000 dollars which is feedback consistent with my predecessor of keeping that similar, and that was Board approved. The biggest cost saving is travel, the former President used most of his travel budget because he had his own car which he can claim for. I usually car pool with other staff once a week, so I barely used any of that. Being cognizant of the fact that I can resort to using cars and doing rentals, but that is from my personal perspective to not use students' dollars and try and car pool as much as possible. The other savings is corporate e promotions, last year when we compare the actual and the budgeted there are a lot of savings with regards to sponsorships and donations for external events.

Chair Naeem

Are there other questions for President Brar at this moment?

9. Final Report: Board Training and Transition Committee

Motion 3 (Wojtqnowski/Liu): Motion to approve the recommendation by the Board Training and Transition Committee

Vote: 5-1-2

Result: Motion Pass

Chair Naeem

I will give the change to Director Rezkalla to comment on that

Director Rezkalla

I am not going to say too much because everything is written in here to answer any questions about the discussions that happened at the three meetings. I can say that they were very productive and we managed to narrow it down to these three recommendations which were resource dedication, change in training format, engage with University groups on campus, and changes in the mentorship program. In terms of the details feel free to ask any questions, they will be consistent with Director Bonnell, Chair Naeem, and the COO and Director of Policy Research.

Director Hassan

There were quite a number of different recommendations in terms of incoming roles, along those lines. Can we talk about who is going to be doing the training or who will be involved in doing this training?

Director Rezkalla

For the individuals who will be conducting this training these are just my guidelines and recommendations, they cannot hold the incoming Board fully accountable to them, but it is up to the due diligence to abide by them. The current Chair Naeem will be working with the President as well as the COO and Director of Policy Research in creating a comprehensive training strategy within the next month or two before May 1st so that we can be ready for when the incoming Board comes.

Adam Kovacs

My first question is had you considered holding the Chair and Vice of Elections sessions that you have proposed so that we have more focused training ahead of time, that way they have training for two months?

Director Rezkalla

Right now, there is no recommendation for the Chair to make those end dates; however, that is a good question because normally the elections are done at the general assembly for Board training; however, just because we said the two months it is up to the discretion of the of the current Chair to determine how fast that will happen. It just has to happen before May 1st, then move into the next month and make sure there is more training for the Chair and Vice Chair. But, the goal for this recommendation is for everyone to get on the same playing field; knowing what is expected for them in their roles and who they are elected to and what responsibilities they have. I know myself coming in last year there were responsibilities and roles that I didn't know that were not necessarily comprehensive in the policy manual, but that come along with the Chair position.

Adam Kovacs

My second question is wouldn't it be better to have the elections sooner rather than later, instead of the second week in March to allow for Board training. On top of that,

we are itching to be at the table. We want to do something and not just sit on our hands and I understand that we have to go through the processes and everything, but we want to at least have something then we can pop into sessions and say ok this is the meeting when your discussion elections: you could have done this better. So, that we have something of a practice round before we dive into it first.

Director Rezkalla

Absolutely, there are discussions about a mock session with the ownership linkage committee, so that would-be Board Director Hakim because he would detail for that. In regard to the accountability in terms of the learning outcomes and wanting the excess training that the position provides, I can attest for myself that during the summer months it is a good safeguard for you to have a learning outcome when you are not in the academic realm unless you are in co-op or summer courses. I hope that all the other Directors can agree with me, the summer months are a good place to practice those training outcomes that you have learned, they are once a month and that gives you plenty of time to practice, to look through the policy manual, it is a good time to... I guess there is more free time, the more time you put into it the more you get out of it.

Adam Kovacs

You didn't answer the second of March

Director Rezkalla

Right, thank you. In regard to the March meeting I said that was up to Chair Naeem to enact those dates. That is a discussion to have with him, that stuff may be possible, we as a committee feel that within these two months it would be best to have the elections after training. If you want to do the elections after it is entirely up to how they want to do strategy. That is a discussion that we can have but I cannot answer it right now.

Chair Naeem

Are there any further questions regarding the report? Any questions from those on the conferencing system?

Director Liu

No, this is really good guys regarding the election.

10. Presentation Student Life Levy

Chair Naeem

Now onto the presentation by the Student Life Levy that will be led by Director Wojtanowki. This is a refresher for us because it has been a long while since the committee has been running here. There were two vacancies, one of the Brantford campus and one on the Waterloo campus, those spots were filled by me and I have to give up my voting right as I am Chairing. Those committees with Director Del Bono is the claim for the Brantford spot and we have an opening for the Waterloo spot, but before

that I think it would be ideal to have a presentation about what the Life Levy is about and then we will have an election for the position in Waterloo.

Director Wojtanowski

The Student Life Levy, I will speak with the student behind me, as someone will be elected to one of these positions for the next couple of months. There are three different committees, multi-campus, Brantford as well as Waterloo. There are different amounts of Directors that sit on each. I am privileged to sit on all of them. What happens is it is one of the auxiliary fees, it is basically like a non-tuition fee that appears on each of your invoices that you see from the University. The one between Waterloo and Brantford is different and you can see that you pay a certain amount for the courses that you take at school per semester. It comes to just under 50 dollars if you are taking a full course load here on the Waterloo campus. It is substantially less on the Brantford campuses. What happens is a pool of money gets created and the committees decide to do with that money. We don't just pull ideas from nowhere, all the ideas come from students themselves. Student put in their grant applications for ideas that they want to see happen on campus. The whole point of the Student Life Levy is to increase opportunities for students to engage in personal activities that improve health and fitness, and for student to engage with each other and the environment outside of the physical classroom space. Basically, the Student Life Levy is enhancing student life outside of the classroom. It has nothing to do with academics, it is very much supposed to, for example, some of the projects that Student Life Levy has been able to contribute to the Turret Renovation, or alumni event, or the friendship bench that just recently opened; that was the Student Life Levy initiative this year that we were able to be a part of. So, there is a ton of variety in what we do it could be something like organizing a movie night for a group on campus who is looking for additional funding, enhance student experience outside of education. That is just about it, I think I covered most of it. There are a lot of cool people who sit on these committees, it gives you a picture of the school, the administration, the undergraduate population to have a great chance of hearing what undergraduate student value, what they would like to enhance their student life. At the end of the day we sit on these committees because WLU students. They are absolute here to hear what you have to say and I know that today we are doing elections for the committee, so I am not sure who, but I would be very happy to work with whoever is elected to sit on this committee alongside myself and a few others. I hope you have questions.

11. Committee Election: Student Life Levy committee – “Waterloo”

Motion 4 (Rezkalla/Del Bono): Motion to elect Director Bonnell to the Student Life Levy Waterloo Committee

Vote: 7-0-1

Result: Motion Pass

Chair Naeem

Thank you so much Director Wojtanowski for that comprehensive presentation, the floor is now open for nominations for the Student Life Levy committee in Waterloo. Those on the conferencing system you can nominate as well. Any nominations?

Director Hassan

I would like to nominate Director Andrew

Director Andrew

I am already on it

Director Rezkalla

I would like to nominate Director Bonnell

Director Bonnell

I stand

Chair Naeem

Any more nominations from the conferencing system?

Director Hassan

I would like to nominate Vice Chair Del Bono

Vice Chair Del Bono

I reject the nomination respectively because I think that I won't be able to be consistent at the meetings in Waterloo.

ED Champagne

It looks like it will be Director Bonnell, so I can send you the auditing packages and what will happen I believe the meeting is the first week back after reading week – if you are available for that meeting?

Director Bonnell

Yes, I will be

ED Champagne

Okay then

President Brar

You should be able to conference in because we do use the conferencing system if you are interested in it? That is not a problem at all if this is something that you want to pursue?

Chair Naeem

Right now, we only have one nomination; Director Bonnell stands, so if there are no more nominations...?

Vice Chair Del Bono

I would like to nominate Director Liu

Chair Neem

Director Liu, do you stand for the nomination?

Director Liu

No, I would like to reject this

Chair Naeem

So, since there is no more nominations at the table I would like the new Student Life Levy of the Waterloo chapter

Director Hassan

Can I ask Director Bonnell a quick question?

Chair Naeem

That is only the case when there are two candidates?

12. New Business and Announcements

Chair Naeem

Are there any new business and announcements?

President Brar

Some of the reminders at the bottom is talk about the Direct Inspection Committees, I remember a few meetings ago I did flag about 3 Direct Inspection Committees that were struck about EL#2d, EL#2f, EL#2e which pertain to financial budgeting and asset protection. Those Direct Inspection Reports should have been ready for October, the next one is due March 5th and 9th, so I am curious is you plan on leaving them forward as a Board because the Board will need to do an independent inspection of all those ELs which were not done this year at all based on the monitoring schedule. I think that is something that the Board should flag. I have my next set of ELs on Monday April 2nd so I would like to get your feedback before I submit that to the Direct Inspection Committee for review.

Chair Naeem

There are Direct Inspection Committee which are other than ELs, GP#2d and GP#2e, there are three more committees on top of that these committees which are remaining part of this year?

President Brar

Yes, so the Monitoring Schedule is approved in May and there is supposed to be three Direct Inspection Committees: EL#2d, EL#2e, EL#2f, which relate to finances. I have given my reports to the Board at least twice this year with my third and final report due in April. The goal of the Direct Inspection Committee is you are independently looking at those ELs and giving me feedback so that you can incorporate that moving forward. So, those are behind, we missed two round already this years, so I just want to flag it that don't miss a third one because I would the Board to hold me accountable and actually do that work.

Director Hassan

Who is the Chair of the Direct Inspection Committee?

Chair Naeem

It will be Chaired by myself, it is possible after some of the research that I'll do. You will have an email with nominations for that election committee.

Director Wojtanowski

Wouldn't it be more efficient if we had an election for these committees now? The inspections of these policies have to be done regardless, there are Directors at the table here currently that we can already have a few of those Direct Inspection Committees underway, so that way something is done for the next meeting and then approved, so that President Brar has more time to look over and correct whatever needs to be done.

Chair Naeem

I absolutely appreciate that comment, I am thinking right now that the Board sit on this: I can put a motion forward on the table to add this to the agenda item at this moment and we can have our elections right now? Bu before the election I will pass 5 minutes for recess to get set-up and looks at the memberships and how many people we need and we will be good to go from there.

Director Hassan

I have two questions, President Brar, when is your report due?

President Brar

Based on the monitoring schedule, my next report is due on April 4th and the Direct inspection is due March 5th and 9th. There is no meeting between that, so it will happen after probably on March 16th.

Director Hassan

My follow-up question is, in my opinion I don't think we should have that meeting right now in terms of the election., but we should take the time to do the nominations. We

missed three reports, that is a concern right now. I need you to do research so at the next meeting we have more information, and then we can make sure to give the President enough time instead of rushing and doing something without having the background information because I am interested in how we missed three reports.

Chair Naeem

Certainly, based on the timeline the March 2nd meeting is an option for reporting on those Direct Inspection Committees... the meeting preceding the March 2nd meeting there is a time between the 5th of March and 9th of March, so the next meeting is definitely an option because it will not impact a lot. It will fit in our schedule even if we delay to the 2nd March meeting, I will look into the matter right away. I want to learn what were the barriers myself so that I can make sure that reporting for the Direct Inspection is done according to the longer strategic plan of 5 years, I believe. Any further questions regarding that?

Director Rezkalla

Just an announcement for volunteer hiring for both campuses, it closes on Wednesday February 28th at 3 pm. I encourage everyone in here and anyone who is watching to apply to any general or Executive positions. It is a great experience to get more of the programming side of the Students' Union.

Chair Naeem

Thank you so much. I have one more announcement that is from Director Hakim, the projected date may be Wednesday February 28th in the concourse in Waterloo. He looks forward to explicit feedback even though he was not able to make it for the meeting. The major announcement my Director Hakim is that there were services done and the votes will be announced in March. How we will go about it is a matter of discussion that I will have with Director Hakim myself; how those will be announced and how those will be evaluated. That is it from my side, are there any more comments?

Director Wojtanowski

Just for everyone to have a happy and safe reading week

Chair Naeem

Thank you so much

13. Adjournment

Motion 5 (Bonnell/Wojtanowski): Motion to adjourn the meeting

Vote: 8-0-0

Result: Motion Pass