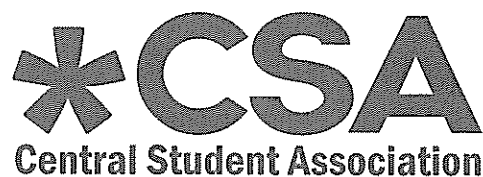


# MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



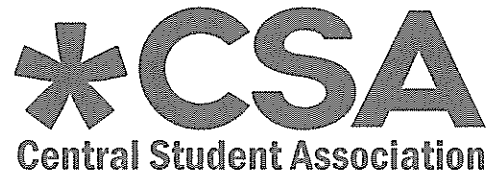
## Attendance for April 6, 2022

Board of Directors			
At-Large (Elected) Representatives		Present / Regrets	Arrived / Departed
Bella Harris	College of Arts	Present	
Vacant	College of Arts		
Leilani Rocha	College of Biological Science	Present	
Maya Persram	College of Biological Science	Present	
Valeria Telles	College of Engineering and Physical Sciences		
Vacant	College of Engineering and Physical Sciences		
Laura Wilson	College of Social and Applied Human Sciences		
Alyssa Ahmed	College of Social and Applied Human Sciences	Present	
Leila Stevens	Gordon S. Lang School of Business and Economics	Present	
Joshua Vito	Gordon S. Lang School of Business and Economics		
Isha Maharaj	Ontario Agricultural College	Present	
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		Present / Regrets	Arrived / Departed
Vacant	College of Arts Student Union		
Vacant	College of Biological Science Student Council		
Lily Taylor-Stackhouse	College of Engineering and Physical Sciences Student Council	Present	
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance		
Quinton Stummer	Lang Students' Association		
Vacant	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

# MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



Student Organization Representatives (Appointed)		Present / Regrets	Arrived / Departed
Vacant	Indigenous Student Society (ISS)		
Damilola Oguntala	Guelph Black Students Association (GBSA)	Present	
Amanda Conibear	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity		
Keshini Digamber	International Student Organization (ISO)	Present	
Liz Powell	Interhall Council (IHC)		
Vacant	Guelph Campus Co-op		
Ariel Oleynikov	Ontario Public Interest Research Group (OPIRG)		
Justin Mihaly	Student Senate Caucus		
Michael Pacheco	Board of Governors	Present	
Executive (Ex-officio, non-voting)		Present / Regrets	Arrived / Departed
Nicole Walker	President	Present	
Vacant	Vice President Student Experience		
Lisa Kazuhara	Vice President Academic	Present	
Shilik Hamad	Vice President External	Present	

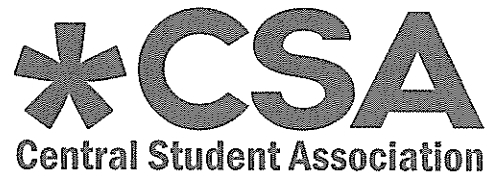
Staff	Position
Cameron Olesen	Chair
Pete Wobschall	Policy & Transition Manager
Olivia Wells	Scribe

Guests	Affiliation
Lee Anne Clarke	Business Manager, CSA
Mason Friebe	VP Academic (2022-2023), CSA
Jena Ashley	VP External (2022-2023), CSA

## **MINUTES**

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



## **Summary of Resolutions**

### **17.2.1 Approve the Agenda**

**AMENDED MOTION** that the agenda for the CSA Board of Directors Meeting # 17 on April 6, 2022, be approved as amended:

- a) To reorder the agenda so that item 17.11.3 - 2022-2023 Draft Budget immediately follows item 17.4.1 - Introductions and Pronouns.

**Motion carried**

### **17.5.1 Approval of Past Board Minutes - March 23, 2022**

**MOTION** that the minutes be approved for CSA Board Meeting # 16 held on March 23, 2022, as presented in the Board package.

**Motion carried**

### **17.7 Executive Updates**

**MOTION** that the following Executive Updates be received as information:

- 17.7.1 President
- 17.7.2 VP Student Experience (position currently vacant)
- 17.7.3 VP Academic
- 17.7.4 VP External

**Motion carried**

### **17.10.1 MINUTES: Policy & Bylaw Review Committee Meeting # 10 – March 2, 2022**

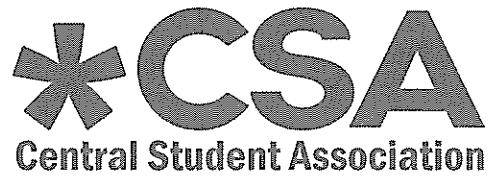
**MOTION** to receive the Minutes of the Policy & Bylaw Review Committee (PBRC) from Meeting # 10 dated March 2, 2022, as information.

**Motion carried**

## **MINUTES**

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



### **17.10.2 Hiring Committee Report Bike Centre Assistant**

**MOTION** that the hiring of Dustin Brown for the Bike Centre Assistant position be ratified, as recommended by the Hiring Committee.

**Motion carried**

### **17.11.1 Hybrid Meetings Working Group Findings (PBRC)**

**MOTION** to receive the presentation by Pete Wobschall, Policy & Transition Manager, regarding hybrid meetings on behalf of the Policy & Bylaw Review Committee's (PBRC) Future Meeting Format Working Group findings, as information.

**Motion carried**

### **17.11.2 2022-2023 Board Meeting and 2022 AGM Schedule**

**MOTION** to approve the 2022-2023 CSA Board of Directors Meeting Schedule as included in the April 6, 2022 Board Package.

**Motion carried**

### **17.11.3 CSA 2022-2023 Budget**

**MOTION** to receive the presentation by Lee Anne Clarke, Business Manager, regarding the CSA's 2022-2023 proposed budget, as information.

**Motion carried**

### **17.11.3| Approve the 2022-2023 CSA Budget**

## **NOTICE**

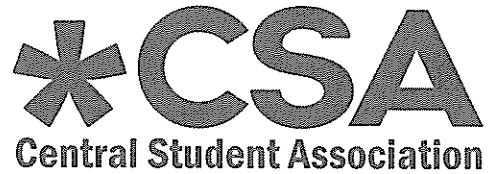
**MOTION** that the 2022-2023 CSA Budget be approved as included in the Board Package and as presented by the CSA Business Manager at the April 11, 2022 Board meeting.

**Motion carried**

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



### **17.11.4 Appendix F – Clubs Handbook: Comprehensive Review**

**WHEREAS** a working group composed of the former VP Student Experience, Clubs Administrative Coordinator, Clubs Programming Coordinator, Policy & Transition Manager, and President have completed a prescribed three-year comprehensive review of Appendix F – Clubs Handbook and recommends it forward to the CSA Board of Directors.

**RESOLVED** that Appendix F – Clubs Handbook be approved following a comprehensive review conducted during the Fall of 2021 and as presented in the March 23, 2022 Board agenda package.

**Motion carried**

### **17.15 Adjourn**

**MOTION** to adjourn the CSA Board of Directors Meeting # 17 of April 6, 2022, at 8:39 pm.

**Moved:** Member Persram

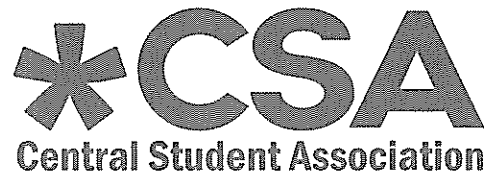
**Seconded:** Member Maharaj

**Motion carried**

## **MINUTES**

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



## **Agenda – April 6, 2022**

- 17.0 Call to Order**
- 17.1 Land Acknowledgement**
  - Lily Taylor-Stackhouse
- 17.2 Adoption of the Agenda**
  - 17.2.1 Approve the Agenda
  - 17.2.2 Declarations of Conflicts
- 17.3 Ratifications and De-Ratifications**
- 17.4 Comments from the Chair**
  - 17.4.1 Introductions and Pronouns
- 17.5 Approval of Past Board Minutes**
  - 17.5.1 Meeting # 16 – March 23, 2022
- 17.6 Executive Committee Minutes**
- 17.7 Executive Updates**
  - 17.7.1 President
  - 17.7.2 VP Student Experience (position currently vacant)
  - 17.7.3 VP Academic
  - 17.7.4 VP External
- 17.8 Director Reports**
- 17.9 CSA Services Update and Report**
- 17.10 Committee Updates and Reports**
  - 17.10.1 MINUTES: PBRC – Meeting # 10 – March 2, 2022
  - 17.10.2 REPORT: Hiring Committee: Bike Centre Assistant
- 17.11 Business**
  - 17.11.1 PRESENTATION: Hybrid Meeting Working Group Findings (PBRC) – Pete Wobschall, PTM
  - 17.11.2 MOTION: 2022-2023 Board Meeting and 2022 AGM Schedule
  - 17.11.3 (a)(b) PRESENTATION: Overview of the 2022-2023 Draft CSA Budget – Lee Anne Clarke, Business Manager
    - (c) NOTICE: Motion to approve the 2022-2023 Draft Budget
  - 17.11.4 MOTION: Appendix F – Clubs Handbook: Comprehensive Review
- 17.12 New Business**
- 17.13 Announcements**
- 17.14 In Camera Session**
- 17.15 Adjournment**

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



## Minutes – April 6, 2022

### 17.0 Call to Order

The meeting was called to order at 6:14 pm.

### 17.1 Land Acknowledgement

This Board meeting is hosted by the Guelph Central Student Association, located on the territory of the Mississaugas of the Credit and the Anishinaabe, Haudenosaunee, and Attawandaron People. I, however, come from Mi'kma'ki and know that many members here today may be from different areas too. Across Canada and the world, we have benefited from Indigenous suffering and the creation of settler societies. Because of this, I encourage each of you to learn the traditional names of your home's land & people, reflect on what brought you to that place, and be grateful that you can call it home today.

As a group, we must recognize that colonization has a legacy that cannot be ignored both within our communities and globally. It is the responsibility of each one of us to acknowledge the continued impacts of this legacy. We must listen to, amplify Indigenous voices, and respect the land as the visitors that many of us are. As a Board, we must strive to make decisions that embody these values and challenge our own colonial perceptions of right and wrong.

Lily Taylor-Stackhouse

### 17.2 Adoption of the Agenda

#### 17.2.1 Approve the Agenda

**MOTION** that the agenda for the CSA Board of Directors Meeting # 17 on April 6, 2022, be approved as distributed in the Board agenda package.

**Moved:** Member Harris

**Seconded:** Member Conibear

**MOTION TO AMEND:** To reorder the agenda so that item 17.11.3 – 2022-2023 Draft Budget immediately follows item 17.4.1 – Introductions and Pronouns

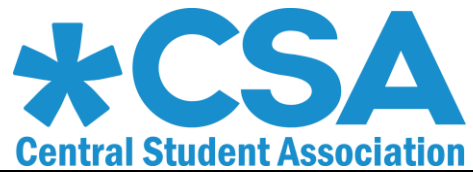
**Moved:** Nicole Walker, President

**Seconded:** Member Stevens

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



President Nicole Walker moved that reordering the agenda would allow the Business Manager to make their presentation first out of respect for their time.

**AMENDED MOTION** that the agenda for the CSA Board of Directors Meeting # 17 on April 6, 2022, be approved as amended:

a) To reorder the agenda so that item 17.11.3 – 2022-2023 Draft Budget immediately follows item 17.4.1 – Introductions and Pronouns.

**Moved:** Same as original motion

**Seconded:** Same as original motion

### **Motion Carried**

#### **17.2.2 Declaration of Conflicts**

No declarations of conflicts made at this meeting.

#### **17.3 Ratifications and De-Ratifications**

No ratifications or de-ratifications at this meeting.

#### **17.4 Comments from the Chair**

Chair Cameron Oleson wished everyone a good evening and thanked guests for attending. Additionally, he provided a reminder of how Members could participate in discussions and volunteering.

##### **17.4.1 Introductions and Pronouns**

All Members introduced themselves and shared their pronouns and roles on the Board.

#### **17.5 Approval of Past Board Minutes**

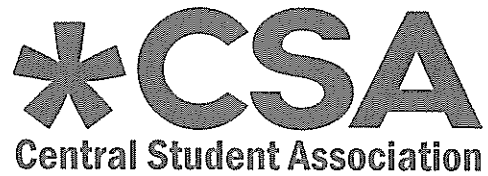
##### **17.5.1 Approval of Past Board Minutes – March 23, 2022**

**MOTION** that the minutes be approved for CSA Board Meeting # 16 held on March 23, 2022, as presented in the Board package.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



**Moved:** VP External Shilik Hamad

**Seconded:** Member Harris

**Motion carried**

### **17.6 Executive Committee Minutes**

No Executive Committee Minutes were presented.

### **17.7 Executive Updates**

#### **17.7.1 President**

President Nicole Walker shared that the CSA has begun looking towards the summer semester already. The AGM was a success last week. She thanked everyone for their engagement and participation, both during the meeting, and prior to it through their work in class talks. The CSA is currently in the process of hiring, and some additional hiring will be conducted during the upcoming summer semester. If anyone is interested, they should attend the Last Toast tomorrow; many tickets have already been sold and people can continue to purchase them tomorrow. Member Ahmed will be speaking at it and the President looks forward to hearing her speech. The last thing is that the final report for the Student Budget Committee was submitted last night. She thanked the Board for their participation this year. She feels that we grew a lot this year, despite some challenging circumstances. For those returning, she is excited to continue working with them. For those that are not, she is excited to see what these Members accomplish next. She looks forward to serving students again during the upcoming year.

#### **17.7.2 VP Student Experience**

*Position currently vacant.*

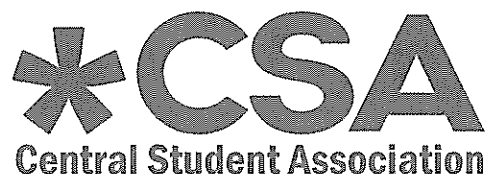
#### **17.7.3 VP Academic**

VP Academic Lisa Kazuhara was happy to report that she has been working on the transition documents and is looking forward to the next year to ensure that Mason and the services she supervises will have a smooth transition. The Professional and Career Development Record project has been making additional progress as more programs join it. The hiring report found the new SHAC Coordinator position and Assistant Coordinator position. The last SHAC

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



lawyer session is happening next Monday. They are still looking to hire one of the SafeWalk positions, so if that is of interest to any of the Members, she recommended applying for it. SafeWalk has been going well and they are seeing more students use the service. SE&RM is in the final approval process of the year, with more events coming. Some clubs have not been following the rules unfortunately, but thankfully meeting with the SE&RM Committee cleared up any misunderstandings. Mason has been attending meetings to better understand the VP Academic position. Overall, she has been focused on ensuring that the transitions for next year go smoothly.

Member Persram asked if SafeWalk allows non-undergraduate students to volunteer or if it is only for undergraduate volunteers.

Policy & Transition Manager Pete Wobschall stated that they will find out and respond to the Board via email.

President Nicole Walker added that a grad student is working for the Bike Centre, so graduate students have been hired before. The CSA aims to prioritize opportunities for undergraduate students, but that they will get back to Member Persram with a more certain answer.

Member Persram responded that she has been receiving inquiries from people on campus tours (Athletic staff) that would like to get involved.

Member Maharaj noted how busy VP Academic Lisa Kazuhara has been and hopes that she has been prioritizing her wellbeing despite her full schedule.

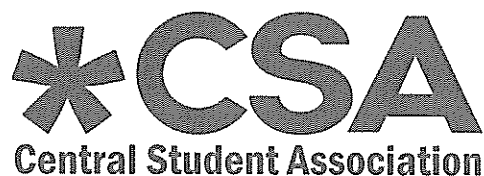
### **17.7.4 VP External**

VP External Shilik Hamad noted that the FoodBank is completing the hiring for the upcoming school year. The community garden will be taken care of by the new Coordinator during the summer. She is happy to have Jena sit in on this meeting to give her a better understanding the role of VP External. The Bike Centre wrapped up their auction and they are continuing with the student bike lending program that Lee Anne Clarke had discussed. They are really excited to welcome their new hires. The late-night bus service will continue to operate until the end of the month. If you are looking to use a bus pass this summer, ensure that you have opted in for that on Web Advisor. The Executive team met with the Ukrainian student club to offer support and help them advocate for their needs, such as mental health resources, that they are requesting from the University Administration. VP External Shilik Hamad is also having a campus coalition meeting tomorrow and it will be the second last one of this month. The last meeting for the Supplies Code of Ethical Conduct Committee is next

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



Wednesday. She thanked Members for how much she has learned from them and how much they have contributed to her enjoyment of this position.

Member Harris asked whether there would be updates at the emergency meeting held next week.

Chair Cameron Oleson responded that since the meeting was called to discuss the budget, many of the typical items in a regularly scheduled Board meeting would not be a part of its agenda.

Policy & Transition Manager Pete Wobschall added that the agenda for the next meeting is set by policy since it has been designated as a special/emergency meeting. However, he will be sure to review these policies and update the Board accordingly.

VP External Shilik Hamad recalled that when she wanted to submit an update to a past emergency meeting, she was prohibited by the PTM, so depending on the nature of the update, this would probably be the case for this upcoming meeting.

The PTM will check the policy again to confirm whether or not this was the case.

President Nicole Walker suggested that the Board treat tonight's updates as their last updates in case there was not another opportunity.

**MOTION** that the following Executive Updates be received as information:

- 17.7.1 President
- 17.7.2 VP Student Experience (*position currently vacant*)
- 17.7.3 VP Academic
- 17.7.4 VP External

**Moved:** Member Persram

**Seconded:** Member Ahmed

**Motion carried**

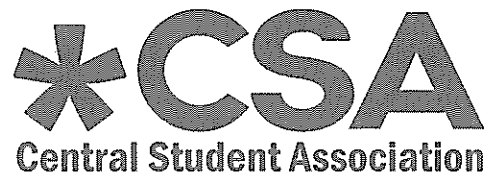
### 17.8 Director Reports

Member Maharaj attended the last UC Board meeting of the year earlier this week. SHAC hiring is complete as well.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



Member Taylor-Stackhouse was recently on the SafeWalk Hiring Committee. Unfortunately, it was unsuccessful in this first search, so the Hiring Committee will conduct a second round to find someone for the position.

Member Conibear was also a part of the Hiring Committee.

Member Harris was also at the UC Board meeting and enjoyed it. As for the AGM, they sent out a message about it via discord, and up to 4,000 students saw this discord message so she hopes that some of them attended as a result.

Member Ahmed was part of the Hiring Committee for the Bike Centre Assistant and is pleased with the candidate selected.

Member Persram attended her last UC Board Meeting and her last Finance Committee Meeting recently. She and her housemates also attended the AGM which was fun.

Member Stevens also attended the AGM and a round of Sexy Bingo recently. She thanked VP External Shilik Hamad for this. She also attended the last Finance Committee meeting and had a recent meeting with Policy & Transition Manager Pete Wobschall and Chair Cameron Oleson to discuss some details regarding quorum.

### 17.9 CSA Services Update and Report

No CSA Services updates and reports at this meeting.

### 17.10 Committee Updates and Reports

#### 17.10.1 MINUTES: Policy & Bylaw Review Committee Meeting # 10 – March 2, 2022

**MOTION** to receive the minutes of the Policy & Bylaw Review Committee (PBRC) from Meeting # 10 dated March 2, 2022, as information.

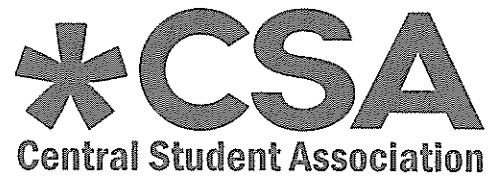
**Moved:** Nicole Walker, President

**Seconded:** Lisa Kazuhara, VP Academic

**Motion carried**

## MINUTES

Board of Directors Meeting # 17  
April 6, 2022 – 6:00 pm



### 17.10.2 Hiring Committee Report Bike Centre Assistant

**Job Posting Date:** March 10, 2022

**Closing Date:** March 25, 2022

**Hiring Committee Membership:**

- Shilik Hamad, CSA VP External
- Alyssa Ahmed, Director
- Julian Kuntz, Bike Centre Coordinator

**Number of Applicants:** 3

**Number of Interviews Conducted:** 2

**Successful Candidate:** Dustin Brown

**Start Date:** May 9, 2022

**MOTION** that the hiring of Dustin Brown for the Bike Centre Assistant position be ratified, as recommended by the Hiring Committee.

**Moved:** Shilik Hamad, VP External

**Seconded:** Member Stevens

VP External Shilik Hamad is pleased with the candidate and excited for them to start.

**Motion carried**

### 17.11 Business

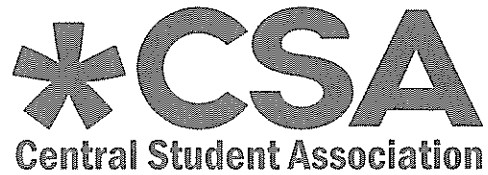
#### 17.11.1 Hybrid Meetings Working Group Findings (PBRC)

Policy & Transition Manager Pete Wobschall began by reviewing the terms that he would use in his presentation. A benefit of hybrid meetings is accessibility and better engagement with students. Hybrid meetings would allow for participation by the public much easier. They also allow for Members to save on time and travel costs. However, there are also drawbacks, such as the technology that would be associated with them. They would require a special AV technician to help control cameras and audio. There would definitely be a learning curve, as

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



was the case with the start of online meetings as well. The first few hybrid meetings, if members choose to do these, would be an adjustment as a result. All CSA Board meetings since 1979 have been in-person prior to the pandemic. The new Ontario Not-for-Profit Corporations Act allows for online meetings to be held as long as an organization's bylaws do not prevent this. He reviewed the activities to date since the start of the Covid-19 pandemic. The CSA was quick to move to online meetings. In recognition of the success of virtual Board meetings during the summer semester, the Policy & Bylaw Review Committee discussed options for the upcoming Summer Semester. To continue this conversation, they developed a working group dedicated to this. The PTM also completed an environmental scan of how other organizations have been using these meetings. The International Rotary Club has lots of good information available on how to conduct hybrid meetings.

**MOTION** to extend speaking time by 10 minutes.

**Moved:** Nicole Walker, President

**Seconded:** Member Persram

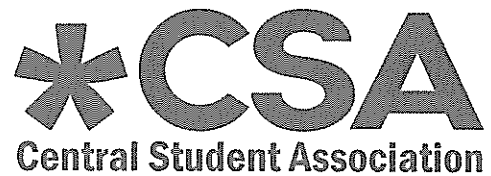
**Motion carried**

Policy & Transition Manager Pete Wobschall continued by reviewing the March 14 motion on hybrid meetings. As a result of that motion, today's presentation is the follow-up information that was requested. The goal of hybrid meetings would be to have the same experience for people attending either in person or virtually. He wanted to be able to integrate existing technology options. The Student Senate Caucus does this too and they use a similar setup. Option 1 is no investment and everyone uses their own devices. This would result in no costs but would result in a worse experience for virtual participants, and difficulty hearing and seeing each other. Option 2 would be a modest investment in mid-grade, robust AV equipment, and an additional staff person (AV Tech) for meetings. He provided an estimate of the costs for this option. The pros would be a reasonable cost, that it has been tested widely, and with the aid of an AV technician, participants can see and hear each other well. The cons include the up-front capital and on-going costs. Additionally, Option 2 will still not provide an exactly identical experience for in-person and virtual participants. There is no easy phone-in option that has been identified. He also provided a diagram to give Members a visual idea of what this option would look like. Option 3 would be a investment in high-grade, specialized equipment. He provided an estimate of the costs as this would include annual maintenance and some higher-grade equipment. This would likely allow the CSA to achieve its goal, but again would require a higher cost. Finally, he reminded the Board that there is the potential

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



concern regarding some high-grade equipment, and it could be at risk of breaking after repeated use.

Member Maharaj loved the network diagrams that were provided in this presentation. She looked at the invoices that her parents do as their work is focused on a similar subject, and she reiterated that the costs can be very high.

Member Persram clarified whether this would mean that CSA Board Meetings would continue to be held in the same room or not.

Policy & Transition Manager Pete Wobschall clarified that with these options, it was generally intended Board Meetings would continue to be held in this room.

Member Persram asked what would happen in case this current room was not available anymore for a meeting. A number of options are available to the CSA in this case. For example, Room 225 is a possibility or portable speakers could be added to some of the other rooms.

President Nicole Walker added that they could revisit this subject at a later point, perhaps during the virtual meetings in the summer. She noted that the CSA does not have enough staff infrastructure to on-board this project at the moment. The CSA could also recommend that the new Board revisit the issue once their staff is more complete. She reminded Members that it has only been a couple of weeks since this was recommended, and that she appreciates the Board's patience and flexibility.

Member Maharaj also added that with supply chain issues at the moment, there could be increases in costs or delays if this option was pursued.

Member Conibear asked how the CSA would look at the hybrid issue in the future in terms of policies such as quorum.

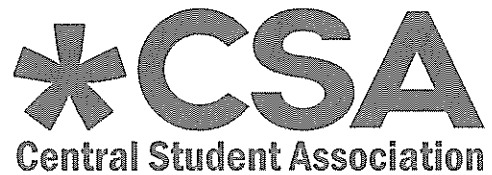
The PTM noted that contingency plans could be put in place to ensure quorum is met. He also noted that if hybrid was something the CSA wants, they would need to recommend that the organization consider it in the future. Additionally, the Finance Committee would have to review these options in detail to confirm whether they were feasible or not, but the Board could encourage the Finance Committee to do so if they wished.

**MOTION** to receive the presentation by Pete Wobschall, Policy & Transition Manager, regarding hybrid meetings on behalf of the Policy & Bylaw Review Committee's (PBRC) Future Meeting Format Working Group findings, as information.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



**Moved:** Member Stevens

**Seconded:** Member Rocha

**Motion carried**

**MOTION** for a 5-minute recess.

**Moved:** Member Maharaj

**Seconded:** Member Persram

**Motion carried**

### 17.11.2 2022-2023 Board Meeting and 2022 AGM Schedule

**MOTION** to approve the 2022-2023 CSA Board of Directors Meeting Schedule as included in the April 6, 2022 Board Package.

**Moved:** Shilik Hamad, VP External

**Seconded:** Member Rocha

Policy & Transition Manager Pete Wobschall informed the Members that some revisions were made to the schedule since the Board package was sent out.

President Nicole Walker noted that the core staff team also reviewed this schedule to ensure it fits around other upcoming events for the next school year. There are also policy obligations to be met for the schedule of dates. March 15 is what they have identified as the ideal time for students for next year's AGM.

Member Persram requested that the new schedule be distributed after this Board meeting.

Member Stevens suggested that it should be emailed to return members only.

Member Persram noted that some of the current Board may be returning and that others may still be interested so it would be beneficial to include them as well.

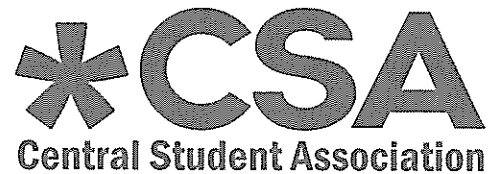
The PTM stated that it would be included in the email update after the meeting.

**Motion carried**

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



### 17.11.3 CSA 2022-2023 Budget

*This item was discussed earlier in the agenda as per approved motions during the adoption of the agenda.*

#### 17.11.3(a) Extend Speaking Rights to Business Manager

**WHEREAS** CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors that are submitted in the Board package shall be limited to 10-minutes.

**MOTION** to extend speaking rights to Lee Anne Clarke, Business Manager for the duration of item 17.11.3 to present an overview of the contents of the CSA 2022-2023 Draft Budget and to respond to questions that arise from members during discussion of this item.

**Moved:** Nicole Walker, President

**Seconded:** Member Harris

**Motion carried**

#### 17.11.3(b) Extend Speaking Time to Business Manager

**MOTION** to extend the speaking time of Lee Anne Clarke, Business Manager from 10-minutes to 30-minutes for item 17.11.3 to present an overview of the contents of the CSA 2022-2023 Draft Budget.

**Moved:** Member Persram

**Seconded:** Member Maharaj

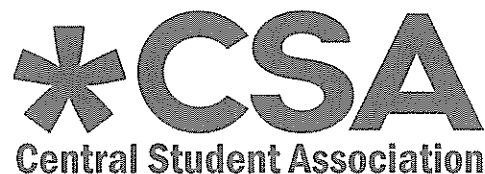
**Motion carried.**

Business Manager Lee Anne Clarke introduced herself and stated how excited she was to be sharing the budget. The purpose of the presentation was to provide the Board with sufficient bylaw and background information so as to allow Board members to make an informed decision on the upcoming year's budget. She began by explaining relevant bylaw information and shared what the Finance Committee had already completed. She then reviewed specific components of the operating budget and how they had performed over the past few years as a point of reference. Student fee income was historically consistent and reliable. Revenue from other sources was predictable and easily managed. The last few years have presented a lot of circumstances impacting the CSA's budget. Specifically, the PC government's Student Choice Initiative in 2020 and the Covid-19 pandemic have impacted the operations of the CSA.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



Lee Anne Clarke reviewed how the past year on campus has impacted the budget. Overall, the CSA has continued to respond and adapt to the changing situation. The 2022-2023 is well funded in both revenue streams and is intended to be a reset budget. It is driven by the CSA's mandate and indicators of success. This budget will provide funds to increase the CSA's ability to engage its members and provide valuable and reliable services. The significant variances to the budget are a direct result of the lessons learned from the Student Choice Initiative and the pandemic. Lee Anne provided an overview of the CSA's revenue streams. Last year's budget totals were also provided to allow for comparison. The CSA Entertainment Media Fee, which has been collected since 1976, is split according to its referendum. The total fee will be allocated accordingly for CFRU, the Ontario, films, concerts/speakers, and cross-campus events.

The Business Manager then provided an overview of the restricted fees. The reserves for the dental and health plan fee are being used to subsidize the fee that students pay for it. The entertainment reserve fee, as mentioned earlier, will allow for an increase in high-profile events held at low costs in the next year. She also reviewed how other items, such as the Student Memorial Tree Service, are allocated for in the budget, and are drawn from corresponding reserve fees.

Lee Anne then reviewed the administration budget and highlighted new revenue sources, such as the one generated from the Student Bus Pass Referendum. She also highlighted what the CSA has learned in the past year about legislation changes. This budget has some variances that plan to be dealt with during the summer semester, as the Covid-19 pandemic did not allow them to be completed for the past few years. For example, the CSA plans to complete renovations during this upcoming Summer Semester. These renovations would have been completed much earlier, but were delayed by the pandemic. As a result, this upcoming year's budget reflects variances such as this need to still complete these renovations. While reviewing the Bullring's budget, she noted the positive trajectory that the Bullring has been on since January. Additional funds in the Bullring's budget have been allocated to advertising and promotion, as is the case in other sections of the budget as well. The external budget has not changed significantly this year from the past year. The films budget is funded via the Entertainment Fee, which will not be collected this Summer, or this Fall due to the large reserve. The CSA is uncertain as to how these funds will be spent in the next year as there is no one currently in the position of VP Student Experience. She also reviewed the FoodBank's budget and how it has changed with the expectation of a return of volunteers.

**MOTION** to extend speaking time by 10 minutes.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



**Moved:** Member Stevens

**Seconded:** Member Persram

### **Motion carried**

Business Manager Lee Anne Clarke continued with the presentation by reviewing the Entertainment budget and the Programmer Budget. Given that a Student Experience Coordinator will be hired in the coming year, some of the wages for this position will be housed under the Programmer Budget taken partially from revenues of the Imagus Poster Sales. Next, she reviewed the Promotional Services Budget and the Student Experience Budget. The Service Programmes Budget is a combination of the Bike Centre, Clubs, SafeWalk, and SHAC, as this allows all four to be audited simultaneously, lowering the cost that it would otherwise take to audit each of these services separately. The Bike Centre's fees for this year have been increased in order to hire an HR Coordinator. She reviewed the success of the Bike Centre's recent auction, and of the upcoming initiative between the Bike Centre and Student Housing (proposed bike lending program). She then reviewed the Clubs Budget and noted their success in encouraging the different clubs across campus to collaborate more. She reviewed SafeWalk and SHAC as well, and outlined each of their plans for the upcoming year if the budget is approved. She thanked and acknowledged the President and members of the Finance Committee for their support, enthusiasm, and hard work over the past year. She also welcomed any questions from the Board.

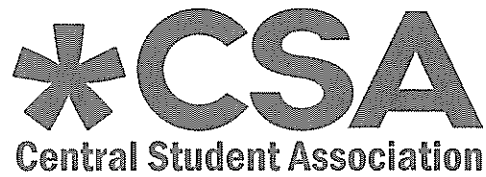
President Nicole Walker commented on the President's administration budget. She noted that most of the leasehold budget will be going towards installing the carpet that the CSA had already purchased. She reiterated that the common theme of this budget is to make the CSA more central to campus, and to gather student input on a proactive basis rather than a reactionary basis. This budget will set up the CSA for success in the upcoming year. She then thanked the Finance Committee and Lee Anne Clarke and noted their passion for the CSA. She feels that Lee Anne truly values students' input and aims to bring the students' visions to reality.

Member Persram reiterated the President's message and thanked Lee Anne for her incredible work this year on the budget. She noted how appreciative the Finance Committee is of her efforts. She also thanked Lee Anne for her care for students and told the Board how well she fulfills her role. Personally, she appreciates how Lee Anne takes the time to ensure that everyone understands the content of the budgets, even if they do not otherwise know a lot about finances.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



VP Academic Lisa Kazuhara reaffirmed Lee Anne's hard work. She joined the Finance Committee during the school year and was so glad to see how well it manages the CSA's various budgets and how efficiently they conduct their meetings. She recognizes that the Finance Committee is a larger time-commitment for students and appreciates the Members who are part of it. Member Rocha thanked Lee Anne Clarke for her presentation and commented on how engaging she made it. She is very hopeful for the CSA's future based on this budget. She would love to see the shift in engagement in students concerning the CSA that the budget is intended for. She inquired about the joint initiative between the Bike Centre and Student Housing.

Lee Anne Clarke responded that this joint initiative is intended to be a lending program that will allow students in residence to access bikes.

**MOTION** to receive the presentation by Lee Anne Clarke, Business Manager, regarding the CSA's 2022-2023 proposed budget, as information.

**Moved:** Member Stevens

**Seconded:** VP Academic Lisa Kazuhara

**Motion carried**

### 17.11.3(c) Approve the 2022-2023 CSA Budget

## NOTICE

**MOTION** that the 2022-2023 CSA Budget be approved as included in the Board package and as presented by the CSA Business Manager at the April 11, 2022 Board meeting.

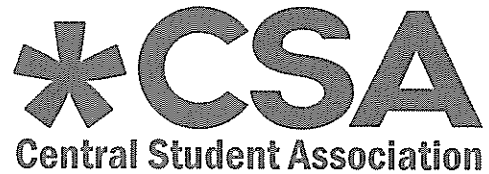
**Motivate:** Nicole Walker, President

President Nicole Walker noted how collaborative the creation of this budget has been. It was truly a team effort that went into this budget. Nicole is hopeful that all of the aspirations for next year will come into fruition thanks to this budget. If anyone has any questions, she would be happy to hear them or have them emailed to her. If anyone has any reservations about it as well, she would be happy to talk through them.

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



### 17.11.4 Appendix F – Clubs Handbook: Comprehensive Review

Notice of this motion was provided at the March 23, 2022 Board meeting.

**WHEREAS** a working group composed of the former VP Student Experience, Clubs Administrative Coordinator, Clubs Programing Coordinator, Policy & Transition Manager, and President have completed a prescribed three-year comprehensive review of Appendix F – Clubs Handbook and recommends it forward to the CSA Board of Directors.

**RESOLVED** that Appendix F – Clubs Handbook be approved following a comprehensive review conducted during the Fall of 2021 and as presented in the March 23, 2022 Board agenda package.

**Moved:** Nicole Walker, President

**Seconded:** Shilik Hamad, VP External

President Nicole Walker reminded the Board that this item was given as notice in the prior Board meeting. Since these revisions have been made, there have been even more changes. This has meant there is more they need to work out, making this a great stepping stone. Once these changes are approved, they plan to look at the policy again and make these more recently needed changes.

**Motion carried**

### 17.12 New Business

No new business at this meeting.

### 17.13 Announcements

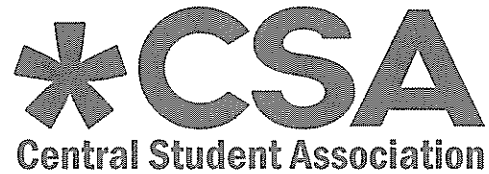
Board Scribe Olivia Wells has been busy finishing her classes. She cannot believe that this is the last official Board meeting of the semester. She has really enjoyed herself and is sad that she has to leave, but is also looking forward to the future. She wishes the Board and the CSA continued success, and success to the next Board Scribe as well. Overall, she has really enjoyed getting to know all the Board and thanked everyone for the opportunity to work with them.

Member Stevens attended Sexy Bingo and there was a drag queen there that she got to take a photo with. She also gave an update on RuPaul's drag race. She told Member Persram that she was going to the last lecture, but that she is

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



not excited to graduate because she loves Guelph. Since this is the last in-person Board meeting she is looking forward to taking a picture together afterwards. She encouraged Members to take care of themselves and to make time for the things that make them happy.

Member Persram could not believe that this would be her last Board meeting after spending two years on the Board. She has enjoyed getting to do the Board in the in-person format. She is still here for another year and will be super busy. She has an exam starting tomorrow. She wished those graduating the best of luck and encouraged them to enjoy their last days on campus.

Member Ahmed thanked all the Members and has enjoyed her time here. She leaves for Iceland in less than two weeks. Her football team won the banner. Speaking of the last toast, she has been looking forward to speaking at it. Her last campus tour is this Friday as well. It hasn't really hit her yet that she is almost done at Guelph, but she expects it will soon. She wishes everyone the best of luck in their future endeavors.

Member Harris shared that today is national asexuality day and that they crocheted a flag in honour of it. She shared the rationale behind her shirt choice of "Plant Based Princess" for the night. They are still vegan and enjoyed the cookies presented at the Board tonight, even though they are not a fan of oatmeal raisin. They suggested an escape room game or a CSA Board retreat. She finished the game It Takes Two. She would love to play it again and would love recommendations if anyone has any similar games. They are still the only chair for Guelph Pride as no one has stepped up to be a co-chair. They hosted an anti-racism event last weekend. She wants to go to Virginia in two weeks and see her family and see her siblings in a musical, and she plans to go to Target while she is there as well. They had never had Coke Zero before trying it for the first time tonight. She thinks that coke tastes like Christmas and that it must have some interesting spices in it. She is doing really well in her queer ASL class and has been enjoying learning that.

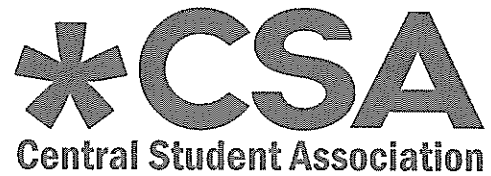
Member Conibear shared that they are asexual and were excited to find out that today is national asexuality day. She thanked all of the Board Members for their great contributions. They recalled their first experiences with the Board. She wished everyone graduating and not graduating luck with their exams and future careers and studies. She is thrilled at the moment as her parents were giving her their car, but now the engine has failed. Thankfully the replacement for the engine is covered.

Member Taylor-Stackhouse is graduating and is looking forward to the last Engineers Without Borders meeting tomorrow, but also does not want their

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



involvement with them to end. They are also a little nervous for defending their capstone tomorrow.

Member Oguntala has three exams next week. She will be busy studying as a result.

Member Pacheco suspects this will be his last in-person meeting he will be attending. He is graduating as well and has enjoyed the journey of his time on this Board. He is proud of what he has accomplished on the Board, and the positive change he has contributed to, and the interesting people he has met.

Member Maharaj congratulated everyone that is graduating. Her parents have been very involved in her time on the Board and are proud of her time as a Director on the Board. Her dad even printed out her Director certification and posted it on their fridge. Her grandparents and cousins are visiting, and her grandmother is going to try and set her up with someone. She would like people to visit so they can have free food, and to distract her Nani from finding someone for her. She will miss everyone who will not be returning.

Member Digamber reminisced on her first experiences with the Board as well. She had one of her last classes today and it made her sad to attend. She is going for a UN Conference to Virginia soon. She received a marriage proposal yesterday but is planning to say no. She thanked the PTM for providing desserts and noted that she will also be attending the Last Toast tomorrow.

Member Rocha congratulated all the graduates. She will not be returning next year but will be on the UC Board instead. She attended Sexy Bingo as well and really enjoyed it. This semester flew by for them as it has been non-stop with midterms and work. They are starting to get people asking what they will be doing next after their undergraduate. She has decided to take a trip to Montreal after exams and is looking forward to that. She went home this past weekend and was finally motivated to receive her passport. She would like to visit her relatives in Michigan. It has been over 6 months since they took their passport pictures so they will have to retake them again before seeing them in. She is looking forward to next year and wishes everyone the best

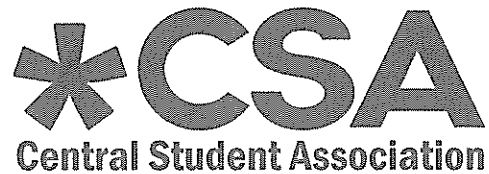
Mason Friebe thanked the Board for having him and allowing him to better understand how it works before starting his position next year. His transition is going well and he is looking forward to meeting the new Executive as well.

VP Academic Lisa Kazuhara shared that she is addicted to travelling. She was in Vancouver last weekend, and was in Montreal two weekends prior, and before that she was in Niagara. She would be happy to share affordable travel tips with anyone who is interested. She still needs to figure out what she is doing this

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



Summer, but is taking a month off after this position to focus on her part-time job and projects such as a sex-ed module for people in Japan, and starting a mentorship program for people coming to Canada. She may be in Banff for the summer while she works on some of these things. She thanked Member Maharaj for her concern about her busy schedule, and reassured her that she is doing well. She reminisced on her last class when she was in her undergraduate. She is happy that there will likely be a convocation this year.

Jena Ashley shared that she joined the CSA in the Winter of 2018 and was a Member of the Board. She is excited to return as an Executive. She has been having a hard time with her eye as her eyelid gets droopy at the end of the day. After seeing doctors, she has been diagnosed with a rare auto-immune disease. Thankfully it is not threatening. Also, she played It Takes Two and also had a really fun time like Member Harris.

Member Harris asked if Jena Ashley had her earrings.

Jena Ashley returned Member Harris' earrings.

Member Maharaj shared she wished that the Board Meetings had a blooper reel.

Member Persram said thank you to the Policy & Transition Manager for his work in helping the Board through Covid-19. She started in April of 2020 and has seen how well he handled it. She thanked the Executive team for their work on this as well. She wanted to highlight their great work to ensure it didn't go unnoticed.

VP External Shilik Hamad is going back to Kurdistan in May and she is so excited to visit again. There are 20 cats there thanks to her aunt. She is excited as they have rebuilt their house. She is moving back to Montréal over the Summer and is hoping to perfect her French. She is looking forward to attending school in September. She has a treat for the Board that she will give out at the end.

President Nicole Walker shared that she too is excited for the surprise. She is hoping to take more pictures next year and have a slide show of the Board included at the next AGM. She has been going to the gym a lot lately recently and has really been enjoying it. She is excited to work with Jena and Mason. She is excited about the future. She is sad that Shilik and Lisa will be leaving so soon. She has enjoyed working with them as a team. On Monday she won the Cindy McClain Award for her volunteer work at the Health and Performance Center on Campus. It was a huge honour. She has learned that she does not

## MINUTES

Board of Directors Meeting # 17

April 6, 2022 – 6:00 pm



need anyone to give her flowers; instead, she can just work hard and earn her own flowers. She is excited for her volunteer session there tomorrow because she has the honour of working with a client tomorrow and going through an exercise program with them. In addition to that, she thanked everyone on the Board. She and the other Executive recognize that it is quite the commitment to sit on the Board. She gave shout outs to various Board Members who had excellent levels of attendance at these meeting throughout the year.

Policy & Transition Manager Pete Wobschall thanked the Board for their AGM participation. This is the last official meeting for the Board Scribe; he thanked her for her work over the short time that she was with the Board. He tried to get the vegan Timbits, but it takes three business days to order them so he would need to provide more advance notice to get them in the future.

Chair Cameron Oleson thanked everyone for their participation. As an alumnus, he congratulated all of the graduates for this year. He wished everyone the best in the future.

### 17.14 *In Camera* Session

No in camera session at this meeting.

### 17.15 Adjourn

**MOTION** to adjourn the CSA Board of Directors Meeting # 17 of April 6, 2022, at 8:39 pm.

**Moved:** Member Persram

**Seconded:** Member Maharaj

**Motion carried**

**Approved by the Board of Directors**

**Date: July 13, 2022**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Cameron Olesen, Board Chair

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Earl Evans, Policy & Transition Manager (Interim)