Agenda
CSA Annual General Meeting
February 12, 2020 – 5:30 pm – Peter Clark Hall

1.1. Call to Order

1.2. Land Acknowledgement

1.3. Welcome and Introductory Comments
   1.3.1. CSA President: Overview of the CSA
   1.3.2. CSA Chair: Welcome / How to Participate in the AGM

1.4. Approval of the Agenda
   1.4.1. Motion to Approve the Agenda

1.5. Approval of Previous AGM Minutes
   1.5.1 Motion to Approve AGM Minutes – February 27, 2019
      • AGM Minutes – February 27, 2019
      • Questions and Business Arising from the Minutes

1.6. Approval of Auditor’s Report
   1.6.1. Audit Report Presentation: For the year ended April 30, 2019
   1.6.2. Motion to Approve the Audit Report
   1.6.3. Motion to Appoint BDO Canada LLP as Auditor for the year 2019-2020

1.7. Confirmation of Amendments to CSA Bylaws
   1.7.1. Bylaw 1 – Organizational (Date of Board Approval)
      1.7.1.1. Section 3.1.2: Board Composition (February 5, 2020)
      1.7.1.2. Section 3.1.9: Minimum Number Directors (April 3, 2019)
      1.7.1.3. Section 4.1.2: Summer Board Meetings (April 3, 2019)
      1.7.1.4. Section 5.3: Executive Committee (September 25, 2019)
      1.7.1.5. Section 8.0: Standing Committees (September 25, 2019)
      1.7.1.6. Section 10.0: Conflict of Interest (February 5, 2020)
   1.7.2. Bylaw 2 – Electoral (Date of Board Approval)
      1.7.2.1. Section 2.2.5: Director Appointment Process (April 3, 2019)
      1.7.2.2. Section 3.1: Referendum Questions (January 29, 2020)
      1.7.2.3. Section 3.2: Referendum Quorum (September 25, 2019)
   1.7.3. Bylaw 3 – Financial (No amendments)
   1.7.4. Bylaw 4 – CSA Policy (No amendments)

Continued Next Page…
   • Appendix A: Internal Policy
     o Section 2.0 re Standing Committees (September 25, 2019)
     o Section 2.5 re Petitions, Delegations Responsibilities (Nov.27/19)
     o Section 3.3.1 re CAPCOM (April 3, 2019)
     o Section 4.0 re Confidentiality (February 5, 2020)
     o Section 14.0 re Executive Officer Portfolios (September 25, 2019)
   • Appendix C: Human Resources (April 3, 2019)
   • Appendix E: Organizational Policy (March 27, 2019)
   • Appendix G: Electoral
     o Section 4.2.1 re Nomination Signatures (November 6, 2019)
     o Section 6.3 re Referendum Timing (April 3, 2019)
   • Appendix I: Issues Policy (March 27, 2019)

   • Section 1.2.3 and Section 1.3.3: Quorum (April 3, 2019)
   • Section 2.0: Speakers List (April 3, 2019)
   • Section 3.11: Roll Call Vote and Section 3.12: Secret Ballot Vote (Jan.23/19)

1.10. Report of the Organization
   1.10.1. Executive Updates
   • CSA President – Dena Van de Coevering Pg. 65
   • VP Student Experience – Claudia Idzik Pg. 66
   • VP External – Horeen Hassan Pg. 68
   • VP Academic – Lindsey Fletcher

   1.10.2. CSA Service Updates
   • Bike Centre Pg. 71
   • Bullring Pg. 72
   • Clubs Pg. 73
   • Elections Pg. 74
   • FoodBank Pg. 75
   • SafeWalk Pg. 76
   • SE&RM (Student Event & Risk Management) Pg. 77
   • SHAC (Student Help and Advocacy Centre) Pg. 78

1.11. Business
   1.11.1. Submitted Motions (None Received)
   1.11.2. Open Forum

1.12. Adjournment
   1.12.1. Motion to Adjourn Pg. 79
Please sign in, to be recognized as part of the required meeting quorum. If you leave before the end of the meeting, please sign out. This allows us to ensure that we maintain quorum.

GENDER NEUTRAL WASHROOMS
UC: 3rd Floor, South End
UC: 2nd Floor, South End

GENERAL INFORMATION
Ask a friendly CSA staff / volunteer for assistance

ACCESSIBILITY

- Food: Labelled vegetarian, vegan and gluten-free options for pizza and cookies
- An additional gender neutral washroom is located in Thornbrough Building (across from UC).
- Physical accessibility: Ramp access on north, east and south side of building, elevator access to all floors.
- For any accommodation needs, please email csavpacademic@uoguelph.ca.
What is an Annual General Meeting?
The Annual General Meeting (AGM) of the Central Student Association (CSA) is a time for all undergraduate students, as members of the CSA, to meet and directly have a say in the direction of the organization, and to discuss the year’s activities. It is a great opportunity for CSA members to review and approve the CSA’s audited financial statements, approve the auditor for the next year, approve any changes to the CSA Bylaws since the last AGM, ask questions of your CSA and discuss motions submitted by students.

Things to remember when participating in the AGM:

<table>
<thead>
<tr>
<th>Do</th>
<th>Respect each other’s arguments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do</td>
<td>Sign-in and out before you enter or leave the meeting</td>
</tr>
<tr>
<td>Do</td>
<td>Respect our Anti-Oppression Policy</td>
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<tr>
<td>Do</td>
<td>Abide by Robert’s Rules of Order</td>
</tr>
<tr>
<td>Do</td>
<td>Address all points of debate and questions to the Chair</td>
</tr>
<tr>
<td>Do</td>
<td>Ask questions if you are unsure of proper procedure, or how to do something</td>
</tr>
<tr>
<td>Don’t</td>
<td>Be rude, disrespectful, or intentionally disruptive</td>
</tr>
<tr>
<td>Don’t</td>
<td>Interrupt anyone speaking, unless you are making a point as per Robert’s Rules of Order</td>
</tr>
<tr>
<td>Don’t</td>
<td>Debate or question people’s lived experiences</td>
</tr>
</tbody>
</table>

Robert’s Rules of Order – A Quick Guide
Robert’s Rules of Order is a set of rules designed to make meetings efficient, effective, and meaningful, and to ensure that all decisions are made in a fair and democratic manner. CSA Board Meetings and the CSA Annual General Meetings abide by Robert’s Rules of Order. We use Robert’s Rules of Order to ensure that, in matter of discussion and debate, all voices are heard, not merely the loudest ones. This process works best when it is supported by a system of self-regulation and when members ensure that they are always respectful towards the Chair and the other participants.

The following pages are a simplified guide to Robert’s Rules of Order to aid in your participation in this Annual General Meeting.
Call to Order
This occurs at the time set for the start of the meeting (eg. 5:30 pm). Once quorum is established (the minimum number of voting members required), the Chair will call the meeting to order. If quorum cannot be met, a future time and place for the meeting may be set.

Speaker’s List
The Chair will maintain a list of those wishing to speak to the matter being considered, and only those recognized by the Chair will have the right to speak. If a new motion is made, a new Speaker’s List begins. If you would like to speak, please indicate this to the Chair by moving to a nearby microphone. For recording purposes, individuals wishing to speak must state their name before speaking in order to be recorded in the minutes. The CSA records all of its Board Meetings and Annual General Meetings for record and historical purposes. If you wish not to have your name recorded, please state so. For the purposes of clarity and expediency, speakers are encouraged to start their comments with an indication of whether they are speaking in favour or opposed to the motion on the table. As well, speakers will direct their statements to the Chair or through the Chair when addressing another speaker.

Substantive Motions
To give a sense of direction to the efforts of the meeting participants, the Chair must ensure that there is always a motion on the floor and that members know what they are debating. Main motions are submitted ahead of time, by the specified deadline, so that members may review them prior to the meeting. Except in rare cases, a motion must be moved by one member and seconded by another. This means that at least two voters agree that they want to consider the matter. If the motion is debatable, the mover may speak to the motion first (called their “motivation”).

Amendments
A motion may be amended by moving to make a specific change to the motion, eg: “I move to amend this motion to read…” For debate to occur on an amendment, it must first be seconded by someone else. Amendments are offered to assist in changing, modifying, or completing a motion to make it more acceptable to the present members. There may be an additional amendment made to the first amendment, but no further orders of amendment, eg: “I move to amend the proposed amendment to read…”
Types of Motions

While a motion is on the floor (being discussed or debated), certain other motions may be made. To make a motion, one is required to wait one’s turn on the Speaker’s List. Members of the meeting must state their motion prior to entering debate on the issue. It is preferable to write out the motion and present a written copy to the Policy & Transition Manager (PTM) who conducts the Board administration.

The following is a partial list of these motions:

**To Amend**
Explained on previous page in the Amendments section.

**To Divide**
This is a variant of a motion to amend and is subject to the same rules. When a question is divided, each separate item must be presented as an individual question to be decided upon by a vote.

**To Postpone**
This motion must be moved and seconded and is debatable only as to the length of time of postponement. Normally, a motion is postponed if more information is required or if another decision must be made before the decision that is on the floor can be made.

**To Call the Question / Previous Question**
This motion is made when a member feels that enough debate has occurred on a motion and that the members should move to a vote. Individuals should refrain from Calling the Question to stifle arguments with which they disagree. Generally, such a motion should be used only when the individual feels that all sides of the debate have been clearly stated, or when it appears that there is a consensus in the room.

A motion to call the question requires a second, is non-debatable and must pass by a two-thirds (2/3) majority vote. If passed, a vote is taken on the original motion on the floor; if not passed, discussion and debate on the motion continues. One may not speak to a motion on the floor and then end one’s remarks by calling for the question.

**To Reconsider**
This motion is made when a member wishes to have another vote on a motion that has already been voted upon. Generally, motions to reconsider are presented when new information on a motion previously decided has emerged. The mover of the reconsideration must have voted on the prevailing side of the original motion. Motions may be reconsidered only during the same meeting at which they were first considered. Any one item may be reconsidered only twice. Motions to reconsider require a majority vote.
ANNUAL GENERAL MEETING

How to Participate

To Recess
This motion may be made to give the meeting participants a break during the meeting (for example, a recess from 12:00 pm to 1:00 pm for lunch). Quorum must be attained after each recess before the meeting may continue.

To Adjourn
This motion ends the meeting. Usually a motion to adjourn occurs only at the end of the agenda. It is made when there is no further business to be dealt with.

Individual Incidental Motions
Individual Incidental Motions relate to the pending business or to the business at hand. These motions deal with questions of procedure arising out of a pending motion, a motion being discussed or an item of business. They must be decided immediately before business can proceed and are undebatable. Proper procedure is for the individual to raise their hand and call their motion (e.g. “Point of Order”) and then wait to be recognized by the Chair. Once recognition is given (e.g. the Chair says, “State your point”), then the individual may elaborate their point.

The following is a list of the most common individual incidental motions:

Point of Order
An individual may rise on a Point of Order if they feel that business is proceeding incorrectly. The Chair must either agree or disagree with the Point raised. An individual may also rise on a Point of Order if they feel that their rights as a member of the assembly have been violated (Robert’s Rules is very clear on appropriate decorum in meeting).

Point of Information (POI) / Request for Information
An individual may make a Request for Information or Point of Information (POI) to ask a question of clarification of the comments of another speaker. Such a request should be used by an individual to gather information necessary for making an informed decision (e.g. To have an acronym spelled out or the nature of an organization explained). An individual may also make a Point of Information / Request for Information if they do not understand the proceedings and/or wish to have clarification on a specific ruling. An individual who wishes to make a Point of Information / Request for Information may raise their hand and state “Point of Information” to the Chair. The individual will then direct their statement to the Chair or through the Chair when addressing another speaker.
Point of Privilege
An individual may rise on a Point of Privilege if they are unable to hear a speaker, if the room is uncomfortable (too hot, too cold, the fan is too loud), or if there is any other problem during the meeting that does not relate to the debate, but which impedes the individual’s ability to participate in the meeting.

Appeals to the Ruling of the Chair
An individual may appeal a ruling of the Chair if they disagree with the ruling. Once a ruling has been appealed and seconded, the Chair explains their ruling and the individual who appealed the ruling can give reasons why the ruling should be overturned. The motion is debatable but individuals may speak only once. At the end of the debate, the Chair has the right to provide any final commentary. A majority or tied vote sustains the ruling of the Chair. When the Chair rules on a question about which there cannot possibly be two reasonable options, an appeal would cause delay and is not allowed. For example, appealing the ruling of the Chair cannot overturn the bylaws.

Voting on a Motion
The Chair is expected to follow the agenda as approved by the membership, and there is a proper process that they are expected to follow when going through each motion. This process generally follows reading the motion to the membership, the mover or seconder speaking to the motion, question, discussion and debate period, and calling for the question, or voting on the motion.

Questions
If you have any questions, you may ask any one of our designated ‘Helpers’ or one of the Executive.

See next two pages for
Rules of Order at a Glance…
## Rules of Order at a Glance

<table>
<thead>
<tr>
<th>To do this:</th>
<th>You say this:</th>
<th>May you interrupt the speaker?</th>
<th>Must you be seconded?</th>
<th>Is the motion debatable?</th>
<th>Is the motion amendable?</th>
<th>What majority is required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Object to incorrect procedure being used</td>
<td>Point of order</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No vote is taken, Chair rules</td>
</tr>
<tr>
<td>Seek clarification from the previous speaker</td>
<td>Request for information</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No vote is taken, Chair rules</td>
</tr>
<tr>
<td>Object to something which prevents your continued participation (eg. excessive noise)</td>
<td>Point of personal privilege</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No vote is taken, Chair rules</td>
</tr>
<tr>
<td>Object to a motion being considered</td>
<td>I object to consideration of this motion</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>2/3 Majority</td>
</tr>
<tr>
<td>Consider something out of its scheduled order</td>
<td>I move that the agenda be amended in order to deal with the following item…</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2/3 Majority</td>
</tr>
<tr>
<td>Appeal the ruling of the Chair</td>
<td>I appeal the ruling Chair on…</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Change a motion * No more than one amendment to an amendment</td>
<td>I move that the motion be amended to read…</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>Have a motion studied more before voting on it</td>
<td>I move that the motion be referred to…</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>Postpone further discussion on a motion until later in the meeting</td>
<td>I move that the motion be postponed until…</td>
<td>No</td>
<td>Yes</td>
<td>Only to Time</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>Postpone consideration of a motion until later in the meeting</td>
<td>I move that the motion be postponed until…</td>
<td>No</td>
<td>Yes</td>
<td>Only to Time</td>
<td>Yes</td>
<td>Majority</td>
</tr>
</tbody>
</table>
# ANNUAL GENERAL MEETING

## How to Participate

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<th>Is the motion debatable?</th>
<th>Is the motion amendable?</th>
<th>What majority is required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defer consideration of a motion temporarily</td>
<td>I move that the motion... be tabled</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Raise a matter previously tabled</td>
<td>I move that motion... be lifted from the table</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Reconsider a motion already voted on earlier in the meeting</td>
<td>I move that motion... be reconsidered</td>
<td>No</td>
<td>Yes</td>
<td>Yes (if original motion was)</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>End debate on a motion</td>
<td>I call the question</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Ask that everyone’s vote on a particular motion be recorded in the minutes</td>
<td>I call for a roll call vote</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Recess the meeting</td>
<td>I move that the meeting recess until...</td>
<td>No</td>
<td>Yes</td>
<td>Only to Time</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>End the meeting</td>
<td>I move that the meeting adjourn</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
</tbody>
</table>
### Board of Directors

<table>
<thead>
<tr>
<th>College of Arts</th>
<th>Molly Brenzel <a href="mailto:mbrenzel@uoguelph.ca">mbrenzel@uoguelph.ca</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>At-Large</td>
<td>Sumana Gupta <a href="mailto:sumana@uoguelph.ca">sumana@uoguelph.ca</a></td>
</tr>
<tr>
<td>Appointed CA SU</td>
<td>Ariel Oleynikov <a href="mailto:aoleynik@uoguelph.ca">aoleynik@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Biological Sciences</td>
<td></td>
</tr>
<tr>
<td>At-Large</td>
<td>Simonne Clout <a href="mailto:sclout@uoguelph.ca">sclout@uoguelph.ca</a></td>
</tr>
<tr>
<td>At-Large</td>
<td>Kathleen Nolan <a href="mailto:knolan@uoguelph.ca">knolan@uoguelph.ca</a></td>
</tr>
<tr>
<td>Appointed CBS SC</td>
<td>Emmy Luo <a href="mailto:eluo@uoguelph.ca">eluo@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Engineering and Physical Sciences</td>
<td></td>
</tr>
<tr>
<td>At-Large</td>
<td>Daniah Al-Naseri <a href="mailto:dalnaser@uoguelph.ca">dalnaser@uoguelph.ca</a></td>
</tr>
<tr>
<td>At-Large</td>
<td>Matteo Raso <a href="mailto:mraso@uoguelph.ca">mraso@uoguelph.ca</a></td>
</tr>
<tr>
<td>Appointed CEPS SC</td>
<td>Daniel Ofori-Darko <a href="mailto:doforida@uoguelph.ca">doforida@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Social and Applied Human Sciences</td>
<td></td>
</tr>
<tr>
<td>At-Large</td>
<td>Jessica Krawitz <a href="mailto:jkrawitz@uoguelph.ca">jkrawitz@uoguelph.ca</a></td>
</tr>
<tr>
<td>Appointed CSAHS-SA</td>
<td>Anthony Lenarduzzi <a href="mailto:alenardu@uoguelph.ca">alenardu@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Gordon S. Lang School of Business and Economics</td>
<td></td>
</tr>
<tr>
<td>At-Large</td>
<td>Lolia Shallouf <a href="mailto:lshallou@uoguelph.ca">lshallou@uoguelph.ca</a></td>
</tr>
<tr>
<td>Appointed CBE SA</td>
<td>Zachary Rucchin <a href="mailto:zrucchin@uoguelph.ca">zrucchin@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Ontario Agricultural College</td>
<td></td>
</tr>
<tr>
<td>At-Large</td>
<td></td>
</tr>
<tr>
<td>Appointed SF OAC</td>
<td>Josh Moran <a href="mailto:jmoran01@uoguelph.ca">jmoran01@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
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<tr>
<td>Ontario Veterinary College</td>
<td></td>
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<tr>
<td>At-Large</td>
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<tr>
<td>Appointed CV SA</td>
<td></td>
</tr>
</tbody>
</table>

### Student Organizations

<table>
<thead>
<tr>
<th>Aboriginal Student Assoc.</th>
<th>Jena-Lee Ashley <a href="mailto:jenalee@uoguelph.ca">jenalee@uoguelph.ca</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Governors</td>
<td>Cameron Stotts <a href="mailto:cstotts@uoguelph.ca">cstotts@uoguelph.ca</a></td>
</tr>
<tr>
<td>Guelph Black Students Association - GBSA</td>
<td>Briana Green-Ince <a href="mailto:bgreenin@uoguelph.ca">bgreenin@uoguelph.ca</a></td>
</tr>
<tr>
<td>Guelph Campus Co-Op</td>
<td>Alan Negrin <a href="mailto:gqe.external@uoguelph.ca">gqe.external@uoguelph.ca</a></td>
</tr>
<tr>
<td>Guelph Queer Equality - GQE</td>
<td>Jaskiran Sethi <a href="mailto:sethij@uoguelph.ca">sethij@uoguelph.ca</a></td>
</tr>
<tr>
<td>Interhall Council - IHC</td>
<td>Victoria Bali <a href="mailto:ihccomm@uoguelph.ca">ihccomm@uoguelph.ca</a></td>
</tr>
<tr>
<td>International Student Organization - ISO</td>
<td>Anna Canella <a href="mailto:acanella@uoguelph.ca">acanella@uoguelph.ca</a></td>
</tr>
<tr>
<td>Ontario Public Interest Research Group - OPIRG</td>
<td>Blakeney Smith <a href="mailto:blakeney@uoguelph.ca">blakeney@uoguelph.ca</a></td>
</tr>
<tr>
<td>Student Senate Caucus</td>
<td>Michael Pacheco <a href="mailto:mpache03@uoguelph.ca">mpache03@uoguelph.ca</a></td>
</tr>
</tbody>
</table>
# Executive Officers

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Dena Van de Coevering</td>
<td><a href="mailto:csapresident@uoguelph.ca">csapresident@uoguelph.ca</a></td>
</tr>
<tr>
<td>VP Student Experience</td>
<td>Claudia Idzik</td>
<td><a href="mailto:csavpexperience@uoguelph.ca">csavpexperience@uoguelph.ca</a></td>
</tr>
<tr>
<td>VP Academic</td>
<td>Lindsey Fletcher</td>
<td><a href="mailto:csavpacademic@uoguelph.ca">csavpacademic@uoguelph.ca</a></td>
</tr>
<tr>
<td>VP External</td>
<td>Horeen Hassan</td>
<td><a href="mailto:csavpexternal@uoguelph.ca">csavpexternal@uoguelph.ca</a></td>
</tr>
</tbody>
</table>

# Board Administration

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Cameron Olesen</td>
<td><a href="mailto:csachair@uoguelph.ca">csachair@uoguelph.ca</a></td>
</tr>
<tr>
<td>Policy &amp; Transition Mgr.</td>
<td>Earl Evans</td>
<td><a href="mailto:csaptm@uoguelph.ca">csaptm@uoguelph.ca</a></td>
</tr>
<tr>
<td>Board Scribe</td>
<td>Sarah Dias</td>
<td><a href="mailto:csascrib@uoguelph.ca">csascrib@uoguelph.ca</a></td>
</tr>
</tbody>
</table>

# CSA Core Staff

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bullring General Manager</td>
<td>Katrina Lindsay</td>
<td><a href="mailto:thering@uoguelph.ca">thering@uoguelph.ca</a></td>
</tr>
<tr>
<td>Bullring Operating Manager</td>
<td>Andrew Clarke</td>
<td><a href="mailto:bullring@uoguelph.ca">bullring@uoguelph.ca</a></td>
</tr>
<tr>
<td>Business Manager</td>
<td>Lee Anne Clarke</td>
<td><a href="mailto:lclarke@uoguelph.ca">lclarke@uoguelph.ca</a></td>
</tr>
<tr>
<td>Business Office Bookkeeper Full Time</td>
<td>Diane Antoine</td>
<td><a href="mailto:csaaccts@uoguelph.ca">csaaccts@uoguelph.ca</a></td>
</tr>
<tr>
<td>Business Office Bookkeeper Part Time</td>
<td></td>
<td><a href="mailto:csaaccts@uoguelph.ca">csaaccts@uoguelph.ca</a></td>
</tr>
<tr>
<td>Events Programmer</td>
<td>John Bonnar</td>
<td><a href="mailto:jbonnar@uoguelph.ca">jbonnar@uoguelph.ca</a></td>
</tr>
<tr>
<td>Office Manager &amp; Executive Support</td>
<td>Laura Parsons</td>
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</tr>
<tr>
<td>Policy &amp; Transition Mgr.</td>
<td>Earl Evans</td>
<td><a href="mailto:csaptm@uoguelph.ca">csaptm@uoguelph.ca</a></td>
</tr>
<tr>
<td>Promo Services &amp; Graphic Designer</td>
<td>Irene Castellano</td>
<td><a href="mailto:csapromo@uoguelph.ca">csapromo@uoguelph.ca</a></td>
</tr>
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</table>

# CSA Support Staff

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Office Assistants</td>
<td>Oluwafunlayo Aremu</td>
<td><a href="mailto:csamain@uoguelph.ca">csamain@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td>Alex Charette</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meghan Goodall</td>
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<tr>
<td></td>
<td>Kate Rowsell</td>
<td></td>
</tr>
<tr>
<td>Poster Runners</td>
<td>Grace Bilger</td>
<td><a href="mailto:csamain@uoguelph.ca">csamain@uoguelph.ca</a></td>
</tr>
<tr>
<td></td>
<td>Stephen Keenan</td>
<td></td>
</tr>
<tr>
<td>SERM Coordinator</td>
<td>Hana Aria</td>
<td><a href="mailto:srm@uoguelph.ca">srm@uoguelph.ca</a></td>
</tr>
</tbody>
</table>
## Services Staff

<table>
<thead>
<tr>
<th>Services Staff</th>
<th>Name</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td><strong>Bike Centre (BC)</strong></td>
<td></td>
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</tr>
<tr>
<td>Bike Centre Coordinator</td>
<td>Owen Marshall Young</td>
<td><a href="mailto:csabike@uoguelph.ca">csabike@uoguelph.ca</a></td>
</tr>
<tr>
<td>BC Repair Coordinator</td>
<td>Giancarlo Martini</td>
<td><a href="mailto:bcrepair@uoguelph.ca">bcrepair@uoguelph.ca</a></td>
</tr>
<tr>
<td>BC Volunteer Coordinator</td>
<td>Michelle Robinson</td>
<td><a href="mailto:bcvol@uoguelph.ca">bcvol@uoguelph.ca</a></td>
</tr>
<tr>
<td><strong>Clubs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clubs Administrative Coordinator</td>
<td>Thibeca Kengatharan</td>
<td><a href="mailto:csaclubs@uoguelph.ca">csaclubs@uoguelph.ca</a></td>
</tr>
<tr>
<td>Clubs Programming Coordinator</td>
<td>Yeva Adamova</td>
<td><a href="mailto:csasrm@uoguelph.ca">csasrm@uoguelph.ca</a></td>
</tr>
<tr>
<td><strong>Elections</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Returning Officer CRO</td>
<td>Patrick MacCarthy</td>
<td><a href="mailto:csacro@uoguelph.ca">csacro@uoguelph.ca</a></td>
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<tr>
<td>Asst. Returning Officer ARO</td>
<td></td>
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</tr>
<tr>
<td><strong>FoodBank (FB)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FoodBank Coordinator</td>
<td>Clarissa Shepherd</td>
<td><a href="mailto:foodbank@uoguelph.ca">foodbank@uoguelph.ca</a></td>
</tr>
<tr>
<td>FB Volunteer Coordinator</td>
<td>Olivia Wells</td>
<td><a href="mailto:foodvc@uoguelph.ca">foodvc@uoguelph.ca</a></td>
</tr>
<tr>
<td><strong>SafeWalk (SW)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SafeWalk Coordinator</td>
<td>Bailey Cripps</td>
<td><a href="mailto:safewalk@uoguelph.ca">safewalk@uoguelph.ca</a></td>
</tr>
<tr>
<td>SW Volunteer &amp; Public Relations Coordinator</td>
<td>Tyler Poirier</td>
<td><a href="mailto:swvol@uoguelph.ca">swvol@uoguelph.ca</a></td>
</tr>
<tr>
<td><strong>Student Help &amp; Advocacy Centre (SHAC)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHAC Coordinator</td>
<td>Maggy Watson</td>
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</tr>
<tr>
<td>SHAC Asst. Coordinator</td>
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<td><a href="mailto:shachelp@uoguelph.ca">shachelp@uoguelph.ca</a></td>
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<tr>
<td>SHAC Asst. Coordinator</td>
<td>Sara Kuwatly</td>
<td><a href="mailto:advocacy@uoguelph.ca">advocacy@uoguelph.ca</a></td>
</tr>
</tbody>
</table>

January 30, 2020
Item 1.4.1.
Motion to Approve the Agenda

**MOTION:** To approve the agenda for the CSA Annual General Meeting on February 12, 2020, as printed and distributed.

Moved: Seconded:

OR

**MOTION:** To approve the agenda for the CSA Annual General Meeting on February 12, 2020, as amended with the addition of the following item (s):

Moved: Seconded:

Item 1.5.1.
Motion to Approve the Previous AGM Minutes

**MOTION:** To approve the minutes from the CSA Annual General Meeting held on February 27, 2019.

Moved: Seconded:
1.1. Call to Order

CSA Board Chair Cameron Oleson called the meeting to order at 5:33 pm.

1.2. Land Acknowledgement

Given by Aidan Paskinov

We acknowledge that the University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer our respect to our Anishinaabe, Haudenosaunee and Métis neighbours as we strive to strengthen our relationships with them.

Today, this gathering place is home to many First Nations, Métis and Inuit peoples and acknowledging them reminds us of our important connection to this land where we learn and work.

We do this land acknowledgment at the CSA at the start of all our Board meetings and many of our other meetings as well. We do it not just as a checking of the box but as a constant reminder that we are on unceded, stolen land and we have to constantly work towards reconciliation with our Nation’s neighbours.

1.3. Welcome and Introductory Comments

1.3.1. CSA President: Overview of the CSA

Jack Fisher: Hi, welcome everybody. My name is Jack Fisher, I am the President of the CSA. I use he and him pronouns. I’m sure a lot of you in the crowd know that the CSA is a student association or student union at the University of Guelph. We purport to be your voice on campus. In a lot of ways, that’s true and behind the curtains. We sit on a lot of committees across the Board and represent student voices, we love being able to do some outreach and talk to you folks when we can. It’s not always super-easy. If you ever have an opinion with something on campus, feel free to stop by the CSA anytime. On top of that, the CSA, I’ve used this analogy before, we’re the asterisk of the University; that’s also our logo. We provide services, events and activities that the University can’t quite manage to do. We’re completely student-funded, run by students, for students, because it’s what we need as a group. If you’re looking at the CSA as a hierarchy, it’s a whole student body at the top of the chain. That’s why we’re having this meeting today. It is this representation of the student community, the undergraduate community at the University of Guelph. This Annual General Meeting is the top of our membership. This is the most important
thing we do all year and it gives us direction for the future. We’re going to have a chance later to hear from those amazing services that we do offer, so stick around for that. If you have any other questions, talk to us later. But if you don’t, thank you so much for showing up. Welcome to the AGM. I hope you stay to get through some very important business that’s been sitting on the back burner for the past two years now. So welcome.

1.3.2. CSA Chair: AGM Welcome / How to Participate in the AGM

Chair: Welcome, everyone. If you turn to the second page of your AGM package, you will see that there is a diagram of Peter Clark Hall and you can see that there are two participant lines. As we go through tonight, if you wish to speak to anything that is being discussed, please move to one of the two microphones at which point, wait to be recognized by myself as Chair and you will be allowed to speak at that time. After that page, you can see a few more things about the general rules of the AGM. The CSA uses Robert’s Rules of Order, supplemented by CSA Rules of Order. The general outlines of how to participate are here in the manual but I’ll also give you a brief overview.

Firstly, the Call to Order which we’d just done earlier, commences the meeting. We need quorum in order to continue this meeting tonight and actually vote on business. Please if you do need to leave for any reason, please sign out but I encourage everyone to please stay until we are done with all of our business tonight. That way we can finally approve it. There are important bylaw changes that need to be approved tonight.

We give preference to first-time speakers and we’ll do our best with the speakers list. First time speakers are individuals who have not spoken to a specific item on the agenda. If you take a look, for example, if we were discussing 1.7.1.1. that would be one individual item and it would be first-time speakers for only that item. That resets at the beginning of each item.

Additionally, in order for something to be approved at the Board level, we need a mover and seconder to discuss. The mover proposes something to be discussed. The seconder agrees to have it discussed, at which point, we can actually host a proper discussion on the item, concluded with a vote.

When there is a motion before us, we can amend the motion with a secondary motion. In addition, we can amend an amendment but you cannot amend an amendment to an amendment. It can only go to a secondary amendment. An amendment is anything from a removal of wording or even a whole section of a motion, an addition of new wording or potentially even removing and replacing
something. At anytime, if there is something that you feel would benefit from being amended, you can propose that.

Some other types of motions are on page 4 and 5 of your package. They include *to amend* which I discussed previously, *to divide* which is to take a motion that has two or more parts and to separate the parts for discussion, and *to postpone* which is to hold the discussion of a motion to a later time.

*To Call the Question* may be an important one tonight. During a debate, it is possible to call the question, at which point it would be a vote to end debate on a particular item. It requires two-thirds of the assembly in order to approve such a motion. But if it is approved, we will move immediately to voting on the item and there is no further discussion. It should not be used to prevent others from speaking. It should be used when the debate has been exhausted and you feel that there is no benefit to continuing the debate, as all points have been heard.

In addition, if there is a motion that needs to be amended for some reason after it has passed, it can be reconsidered. And finally, we can recess or adjourn. A recess is to take a break and return after a set period of time. To adjourn is to end the meeting tonight. Typically, that adjournment will be at the very end of the meeting. Unfortunately, we will also have to adjourn if we lose quorum.

The last piece I have is individual incidental motions. These empowerment tools are available for each of you as an individual.

First is a *Point of Order* so if you feel that we are not proceeding in accordance with Robert’s Rules, you can raise a Point of Order by raising your hand, at which point, I as Chair, will recognize you and you can state your Point of Order.

The next is a *Point of Information* and this is a request for information and it should be pertinent to the item that is being discussed. Let’s take for example that someone is discussing an event that will be happening but forgets to mention the date. You can use a Point of Information to request that the speaker provide the date because it is pertinent to the discussion.

Finally, there is the *Point of Personal Privilege*. The purpose of this is to increase the accessibility of the meeting to an individual. We have a roaming microphone tonight and if any individual is unable to make it to one of the standing mics, you can raise a Point of Personal Privilege to request that one of the roaming mics be brought to yourself. If a speaker is not speaking clearly enough or loud enough for you to hear in the audience, you can use a Point of Personal Privilege to request that they speak more loudly or more clearly.
1.4. Approval of the Agenda

1.4.1. Motion to Approve the Agenda

**MOTION**: To approve the agenda for the CSA Annual General Meeting on February 27, 2019, as printed and distributed.

**Moved**: Jayden Wlasichuk  **Seconded**: Margarita Wilson

**Jamie Gibson**: I would like to propose an amendment to the agenda. I can bring this up to the front if that’s easy, but I’m going to read it first.

**MOTION TO AMEND**:

**WHEREAS** the Central Student Association is founded upon the values of student democracy and student participation and our Annual General Meeting aims to embody such ideals;

**WHEREAS** the proposals represented in the submitted motions are a top priority;

**MOTION**: To move Business Items (1.11) directly after Approval of the Minutes (1.5).

**Moved**: Jamie Gibson  **Seconded**: Blakeney Smith

**Chair**: According to the bylaws, we would not be able to move 1.11 before 1.6, before the approval of the auditor’s report. Unfortunately, I will have to say your motion to amend is out of order. However, if you would like to change your motion to after 1.6, it would be in order.

**Jamie Gibson**: Would you like to reread it with that correction or can that be implied?

**Chair**: That’s fine as you’ve previously read it. It will just simply be changed to after 1.6. rather than 1.5.

**Jayden Wlasichuk**: I would actually make an amendment to it to be after 1.7, very quick pieces of business that we can just vote and get them out of the way. In recent years, we have seen quorum lost and I would hate to see quorum lost before so much business that can just be voted on and passed by the students that are in the room. There won’t be a lot of discussion on these pieces, just based on their content. I think it would be fair to just vote on them and then continue with the meeting but actually have that certain piece 1.11, be talked about before the rest of the meeting.
Nick Kowaleski: Point of Order: I actually believe, according to our bylaws, we’re not allowed to rearrange the sections of the agenda but only the items within the section for Annual General Meeting. That’s Bylaw 1, Section 9.1.13.

Chair: Would you please read that bylaw for the sake of the audience?

Nick Kowaleski: “The order of this agenda is set by this bylaw. However, the order of items within a particular agenda item can be reordered by a vote at a members’ meeting.”

Chair: I will rule the amendment out of order.

Jamie Gibson: Point of Information: Are we able to change bylaws now?

Chair: No.

Vote on Motion to Approve the Agenda
Motion carried

1.5. Approval of Previous AGM Minutes

1.5.1. Motion to Approve AGM Minutes– February 1, 2017

MOTION: To approve the minutes from the CSA Annual General Meeting held on February 1, 2017.

Moved: Jayden Wlasichuk  Seconded: Claudia Idzik

Vote on Motion
Motion carried

1.5.2. AGM Minutes – February 1, 2017

1.5.3. Questions and Business Arising from the Minutes

1.6. Approval of Auditor’s Reports


Motion: To extend speaking rights for our Business Manager.

Moved: Aidan Paskinov  Seconded: Jayden Wlasichuk
Vote on Motion
Motion carried

Lee Anne Clarke, CSA Business Manager, presented the Auditor's Reports.

Kyle Rodrigues: I have a question. It says it’s a qualified opinion and it states that they couldn’t determine a few things – ‘limited to the amounts recorded in the University of Guelph CSA’. What was the issue?

Lee Anne Clarke: It’s actually not an issue the way one might think of it as an issue. Let me give you an example. Dustin, our Bike Centre Coordinator, brings us revenue from donations or parts that are given to the Bike Centre. They can’t verify that what’s collected comes into our office and is recorded. We can’t verify when there are other fundraising things. We can’t verify a number of cash transactions – that the cash is received for some things. We actually record all those revenues but there’s no way for any of us to know it’s actually there. I believe it is but that’s why they put the qualifying thing in there.

Kyle Rodrigues: So that’s the difference between unqualified and qualified?

Lee Anne Clarke: Yes, that’s the common language in all audits and statements and letters.

1.6.2. Motion to Approve the Audit Reports

MOTION: To approve the Audit Reports for 2016-2017 and for 2017-2018, as presented at the CSA Annual General Meeting on February 27, 2019.

Moved: Jayden Wlasichuk       Seconded: Matteo Raso

Vote on Motion
Motion carried

1.6.3. Motion to Appoint BDO Canada LLP as Auditor for the year ended April 30, 2019

MOTION: To appoint BDO Canada LLP as Auditor for the CSA for the year ending April 30, 2019.

Moved: Nick Kowaleski       Seconded: Kristine Keon

Vote on Motion
Motion carried
1.7. **Confirmation of Amendments to CSA Bylaws**

**MOTION:** To move as omnibus 1.7.1, 2, 3, 4, 5, 6, 7 and 8, all to be voted on together, at once.

**Moved:** Jayden Wlasichuk  
**Seconded:** Horeen Hassan

**Chair:** The motion for omnibus would mean that all of those items just listed will be discussed as a single motion and would be approved as a single vote, rather than discussed individually and each approved with an individual vote.

**Vote on Motion**  
**Motion carried**

### 1.7.1. Bylaw 1 – Organizational

1.7.1.1. Section 1.3: Definition (February 8, 2017)  
1.7.1.2. Section 3.8.2: At Large Director (March 20, 2017)  
1.7.1.3. Various Sections (March 29, 2017)  
1.7.1.4. Section 4.1.4: CSA Rules of Order (September 27, 2017)  
1.7.1.5. Section 3.8: CRO and PTM (March 28, 2018)  
1.7.1.6. Section 3.7: Director Vacancy (October 3, 2018)  
1.7.1.7. Section 3.10: Speaking Rights (October 24, 2018)  
1.7.1.8. Section 12: Bylaw Amendments (January 16, 2019)

**Moved:** Jayden Wlasichuk  
**Seconded:** Asa Coleman

**Vote on Omnibus Motion**  
**Motion carried**

### 1.7.2. Bylaw 2 – Electoral

**MOTION:** To move as omnibus 1.7.2.1, 2, 3 and 4, to be voted on together.

**Moved:** Jayden Wlasichuk  
**Seconded:** Horeen Hassan

**Vote on Motion**  
**Motion carried**

**MOTION TO AMEND:**

That Motion 1.7.2.1., Amendments to Bylaw 2, be amended as follows:

- Delete the first bullet re Section 12 Campaigning
- In the second bullet, add Section 5.0 (excluding 5.1)
Moved: Aidan Paskinov  Seconded: Jayden Wlasichuk

Aidan Paskinov: Can I pass my motivation to a staff member? The PTM.

PTM: This was a motion from February 8, 2017. We would have caught it a year ago if we had an AGM but we caught it this year. There was some duplication. You see Section 12 is listed. But it is also listed a second time in the body of the second bullet and so that first bullet is not needed. Then, in the second bullet, we go 3, 4, 6 and we’d like to include 5 as something to be maintained in the policy. That is the amendment, to make the motion from 2017 as complete as possible.

Vote on Motion to Amend
Motion carried

1.7.2.1. Various Sections (February 8, 2017)
1.7.2.2. Section 2.2.4& 2.2.5. By-Election (March 20, 2017)
1.7.2.3. Various Sections: Title Changes (March 29, 2017)
1.7.2.4. Various Sections (March 28, 2018)

Vote on Omnibus Motion (as Amended)
Motion carried

1.7.3. Bylaw 3 – Financial

1.7.3.1. Various Sections: Title Changes (March 29, 2017)

MOTION: To confirm the following amendments to Bylaw 3 - Financial, as approved by the CSA Board of Directors on March 29, 2017:

i) Replace the former commissioner title with “President”:
   • Section 1.3, Section 5.1, Section 5.1.4, Section 5.1.5, Section 5.1.6, Section 7.2, and Section 7.3

ii) Replace the former commissioner titles with “President and Vice President Student Experience”:
   • Section 1.1 and Section 1.2

Moved: Jayden Wlasichuk  Seconded: Aidan Paskinov

Vote on Motion
Motion carried

1.7.4. Bylaw 4 – CSA Policy
1.7.4.1. Section 2: Policy Amendments (January 16, 2019)

**MOTION**: To confirm the following amendments to Bylaw 4, Policy of the CSA, as approved by the Board of Directors on January 16, 2019:

- To require “one Board meeting notice” and a “two-thirds majority vote” in the following bylaw sections:
  - Section 2.1. to establish a new CSA policy
  - Section 2.2. to amend a CSA policy
  - Section 2.3. to suspend a CSA policy
  - Section 2.4. to rescind a CSA policy
  - To use consistent wording of “rescinded” rather than “retracted” in Section 2.5.

  **Moved**: Horeen Hassan  **Seconded**: Matteo Raso

  **Vote on Motion**
  Motion carried

1.8 Summary of 2018-2019 Amendments to CSA Rules of Order

1.8.1. Confirm as Separate Document

**MOTION**: To confirm the following changes in the CSA Rules of Order, as approved by the CSA Board of Directors on September 27, 2017:

- Removal of the CSA Rules of Order as Appendix A from the CSA Policy Manual;
- Separation of the CSA Rules of Order from the CSA Bylaws and CSA Policy Manual / Appendices;
- Inclusion of a new Section 1: Quorum in the CSA Rules of Order as recommended by the Policy & Bylaw Review Committee and as approved by the Board of Directors on September 27, 2017; and
- Naming the resulting document as “CSA Rules of Order”.

  **Moved**: Jack Fischer  **Seconded**: Horeen Hassan

**Jack Fischer**: The CSA Rules of Order used to be in our bylaws. But they’re not necessarily laws, just the way we manage our meetings. In 2018-2019, we pulled it into a separate document which is found in the same place online with the policies and bylaws of the CSA. It is an addition to the Robert’s Rules of Order that we use. We are a unique organization with our own rules of order.

  **Vote on Motion**
  Motion carried

1.9.1. Confirm Revised List of Appendices

**MOTION:** To confirm the following changes to the **CSA Policy Manual** as approved by the CSA Board of Directors on September 26, 2018:

- that the CSA Policy Manual consist of the following appendices:
  
  - Appendix A – CSA Internal Policy
  - Appendix B – CSA Services Policy
  - Appendix C – CSA Human Resources Policy
  - Appendix D – Bullring Human Resources Policy
  - Appendix E – Issues and Organizational Policy
  - Appendix F – Clubs Handbook
  - Appendix G – CSA Electoral
  - Appendix H – Second Floor Student Space Acceptable Use Policy

- that Appendix G – CSA Electoral combine the former Appendix K (CSA Electoral) and the former Appendix I (Elections Appeals Board).

**Moved:** Jack Fisher  
**Seconded:** Jayden Wlasichuk

**PTM:** This is basically the Policy Manual of the CSA. Previously, we had a number of additional appendices. The Board has reduced that number, asking the membership to confirm this change. The list of appendices is on the board in front of you. For instance, the Electoral policy was combined from several other policies. It is much more efficient this way so we’re asking the membership to confirm that the Policy Manual will now include those appendices A-H.

**Vote on Motion**
**Motion carried**

1.10. Report of the Organization

1.10.1. Executive Updates

CSA President – Jack Fisher

Welcome everybody again. Thank you for being here. Thanks for getting through that business with us. That was sitting on the back burner for a long time and we’re moving into the future, 2020 is coming around.
In my written report in the package, you can find a summary of what I wanted to talk about. I'm just going to highlight some of that because in my role as President, it is my job to generally oversee the organization as a whole. A lot of the initiatives that have been taken on and followed through with, have actually been the initiatives of other people with my support but not necessarily my initiative personally.

As Lee Anne mentioned earlier, we had a chance to finish the renovation of the clubs hallway with renovation of CUPE 3913 space into a clubs lounge. We worked with the Bullring on a floor, which sounds so mundane but very important because it was falling apart. We've also had a chance to work with an HR professional and we have a lot of the HR policies at the CSA to bring us to the 21st century of business and organization and support staff employees. Hopefully, it just adds that grease to the wheels that make the whole thing run. We've done work with the Board and getting everyone into a place where hopefully moving into next year, CSA is going to be running in a way that it hasn't been running for a long time with intercommunications and hopefully, that will benefit the student body as a whole.

If you have any questions about what I did right or want some more details on something I haven't said, I have more information and my door is always open.

**VP Student Experience – Aidan Paskinov**

Hi folks! Overall, my position has three main focuses with student space, events run by the CSA and supervising a number of services.

First, I just want to thank our full-time staff who you've probably seen around the event by now. We have Earl who is our Policy and Transition Manager, Lee Anne Clarke our Business Manager, Victoria who is on Graphics, Laura who is right in front now. She’s our Front Office Manager and John is our Programmer who runs a bunch of events, all our noon-hour concerts. They are essential to what the CSA does and we wouldn't have had as good a year without them and they're fantastic people. They love talking to students so if you get a chance, feel free to chat.

Overall, events this year, we’ve tried to really step up the quality and quantity of the events CSA runs, at least in my portfolio specifically. We really put a lot of time and effort into O Week; that’s what I spent most of my summer doing and we thought it was a huge hit. We saw increases in interaction and student engagement.

We transitioned well into the Fall, we had Gryphons Got Talent, we started Sexy Bingo with a bang which has been my focus this year and they've been a big hit.
Then we had some exam stress busters, that’s where the student space came in. We had both wings of PCH rented for the last few days of exams during the Fall semester. Here we had drop-in study space for students and we’re doing that again in April for the whole first week. So if you like, you can come on down.

Services-wise, I supervise three of the main CSA services including clubs. We have two clubs coordinators – Roy and Lindsay – both of whom are great and have been excellent dealing with our 100-plus student clubs this year. Like Jack mentioned, we’re really working on the kinks of the hallway, because it’s so new. If you get a chance to walk down, it looks great and our clubs lounge is phenomenal.

Next service is SafeWalk. This year, we’ve really put a lot of effort into revamping it because it’s seen a bit of a decline and volunteer numbers are back up which is amazing. Thank you to Tyler this year, Mary who was our Volunteer Coordinator in the fall and Bailey who is our SafeWalk Central Coordinator. They’ve done great work, really exploring new initiatives as well as making SafeWalk’s presence on campus a lot more emphasized.

Lastly, we have our Bike Centre. They’re a bit off the beaten track on campus because it’s not in the UC. But you should definitely go by if you get a chance. Stop by and get some tea with Dustin. They’re great people and the Bike Centre is a really cool opportunity that blends the community and Guelph and brings us together. If you’re ever curious about learning about bikes, you can stop by there.

Lastly, I sit on a whole bunch of committees this year. I’ve really been trying to get feedback because on a lot of these committees, I’m the only student rep. on them. I love hearing student voices, whether you’ve had poor or good interaction with Athletics, Student Wellness Services, OUTline, Student Experience, any of those services. Feel free to send me an email, stop by and chat. I’ve love to hear about it because then we’d provide direct feedback.

**VP Academic – Natalie Clarke**

**Jack Fisher:** Natalie has provided a report so if you want to know what she’s doing, you can check that out. She has worked really hard on a policy to make sure that assignments and tests don’t happen in the days just leading up to reading week and reading break. It hasn’t fully been approved yet but she’s put the long and hard work into making that happen.

Additionally, in September, Natalie organized a Student Memorial Tree Dedication. It’s an event that a lot of you may not know about for students that passed away in the last year. She’s done an incredible job doing that. Everything else should be there and she will be back at the end of the month.
VP External – Kayla Weiler

Hi folks! My name is Kayla Weiler. I use she/her pronouns. My report can be found on page 82. I actually just snuck into our meeting tonight from Toronto. I was away at CFS Lobby week, which I will be talking about.

I would like to first and foremost welcome all of you undergrads to our Annual General Meeting. Whether it’s your first time here or you’re a seasoned pro at Robert’s Rules, this is your meeting and you are the ones who can make the most out of it. We’re your student association and it’s been a pleasure to work for you folks as the VP External Affairs. This is actually my second time as the role of VP External Affairs and it’s been nothing but great working with undergraduate students with great ideas of how to fight for free education, challenge oppression on campus and work to make lives of students more affordable. I often say to people that students are the busiest people in Ontario and we’re the underdogs on campus. We’re often ignored by our administration and by our government and that’s why we’re here to fight for your rights and to fight for you as students on our campus and in our communities and our province and in Canada.

I just want to note that I do a lot of work when it comes to off-campus as well as social and environmental justice and how to better advocate for students from the student perspective. Another aspect of my job is I am also the representative of the Canadian Federation of Students. We are Local 54. It is our connection to the national and provincial student movement. Once again, thank you for coming to the AGM tonight and I hope this is a really good Wednesday.

I have three important things I want to highlight. Under number 1 for government updates, the Provincial election on June 7 saw the election of Doug Ford as Premier of Ontario and a new PC majority at Queen’s Park. Many ministries of the government have been changed and many programs have been cancelled. We’ve also seen the introduction of the “free speech” policy for our campuses, and major cuts to OSAP and the new Student Choice Initiative, which is an attack on students and will greatly affect the CSA. We at the CSA have talked about this at Board Meetings, ensuring future students access to education.

Under point 4, through the Canadian Federation of Students, the largest and oldest student organization in Canada, we have free workshops on student issues and support from Federation staff. These meetings provide us with training and information on how to better help students on campus. As well, it is great to share ideas and get feedback from other students across Ontario or Canada. The meetings are also subsidized or free for CSA to attend! Earlier today and
throughout the year, the CFS lobbies MPPs about the OSAP changes and keeps alive the idea of free education and the removal of tuition barriers.

The last point I wanted to mention is my immense pleasure at the OPIRG Action Group. They presented their request for the Board of Governors to divest from fossil fuels, gradually over a five year period, in 2017. Unfortunately, it was a no with divestment but in time, we will win.

Just to close off my Executive update, collectively as students, we are able to make changes in our communities and unify as a student body to advocate for what we believe in. Students are stronger together than they are alone. The CSA is run by students; for students, and we love student input and want to elevate the voices of the students. This is your union. This is your voice.

**MOTION:** To receive the following Executive Updates as information:

- President – Jack Fisher
- VP Student Experience – Aidan Paskinov
- VP Academic – Natalie Clarke
- VP External – Kayla Weiler

**Moved:** Margarita Wilson  
**Seconded:** Jamie Gibson

**Vote on Motion**  
**Motion carried**

### 1.10.2. CSA Services Updates

#### Bike Centre

**Dustin Brown:** Hi everyone! A full description of our service is on page 84.

It’s been a great privilege to work with the CSA since September. It’s a really well-run organization. I’m glad to be here and assist people keep their bikes on the road and to undergo sales and repair and maintenance of their bicycles. We’re pretty much in business as usual right now. There aren’t really any changes to our service. But I just want to take this opportunity to say that three weeks from today, on March 20, is the first day of spring. Very excited about that. Also, spring is super important to the Bike Centre for obvious reasons. We’re going to have two subsets of people. We’re going to have people who are already cyclists that have had bicycles in their backyards or sheds for months. They’re going to start bringing them in. They’re going to notice rust, they’re going to notice the gears don’t shift, they’re going to notice some brakes that don’t work and we want them to come to us. We’re going to have a lot of people swarming the place and we’re excited to have the place full again. The other subset of people don’t have bikes
yet. On that same day, March 20, we’re going to have our Annual Bicycle Auction in the UC Courtyard. We expect numbers at 40 bicycles for the silent auction and we’re always excited to make sure that bikes get into the hands of those who need them and that it is an active transportation option.

There is one change to our service that is of note. We’ve changed our Women Trans and Femme night which has existed since 2010. We’re moving on from that title. This would be conducted and run exactly the same. We’re just changing the name because its acronym is WTF and that’s not cool. We’re moving to Rainbow Bikes Workshop, RBW. I would like to thank GQE and GRCED for their collaboration and promotion on that change. That’s all I have to say.

The Bullring

Jack Fisher: The comprehensive report is on page 85 of your package. Most details are written down. There are some really cool new events this year. The first-time event in a really long time, band night, was sold out, 138 tickets. Also, the end of last semester, going into this semester, the Bullring introduced a debit machine so now you can use your cards at the Bullring, which is really positive for a lot of users.

Also in January, through a subset of the Guelph Students for Environmental Change, the Bullring introduced Mug Mondays where they collected reusable mugs and gave them to people on Mondays instead of disposable cups. They’ve had a really successful run so far. Those cups are also available other days of the week if you want them. Some of these have been initiatives by students, others by Bullring staff but all have been pretty great. If you have more questions, there’s more information in your packages and see us afterwards.

Clubs

Aidan Paskinov: Roy Rebelo couldn’t be here tonight unfortunately, so as Clubs Supervisor, I will speak to it. In Roy’s summary, you can see some of the major things with clubs this year. One, the implementation of the hallway in its final form has happened and it’s been a huge success. We’ve seen clubs using it constantly and it’s very difficult to book space if you’re not a club because they’re used so much. It’s great to see. In terms of lockers, we did have an issue this year with some of them being vandalized unfortunately, but we did quickly rectify that by putting up a security gate. That operates in the same scheduled hours as the clubs hallway and the rooms within them. That’s been fixed and we haven’t had any more issues. The comfort room in the clubs hallway, we’ve confirmed the usage of that. That’s more set in stone. Winter accreditation, that’s been something only the CSA was doing for our clubs. Other clubs on campus didn’t have to do that, so we decided to rectify that. We’ve shortened the process greatly in the winter and while there have been some hiccups initiating that, we
think it will smooth out in the years to come, which is great. Summer accreditation is coming up as Roy points out. The clubs staff has their own office; previously they shared with SafeWalk so they’re really happy with that and they love the space. You can come by and see the door they decorated. Roy and Lindsay have been an asset this year and they’ve done some great work. The CSA every year accredits more than 100 student clubs that all exist on the 2nd floor hallway, upstairs above the UC Courtyard. A lot of those are interest-based clubs that students themselves have decided to run and the CSA gives them the resources and facilitation, which is great to see. We constantly see new clubs springing up because Guelph students are just that engaged.

Elections

Michael Joyce: Good evening everyone. My name is Michael Joyce. I use he/him pronouns. I am the Assistant Returning Officer of the CSA Elections Office. I will keep this brief because some of this is now outdated, thanks to a snow day.

The CSA Elections Office administers the election process for all positions on the Board of Directors of the CSA. This year, the Elections Office has conducted two by-elections that filled almost all the vacant seats on the Board of Directors. This ensured that students from all the colleges had equal representation on the decision made by the Board. The Elections Office has also been working on a plan to increase reach-out to the student body to promote elections.

On Monday of this week, the campaign period for the election began. Tomorrow at 2 pm in the UC Courtyard, we will be having our Executive Forum which is a chance for you to hear the platforms and ask some questions to your prospective CSA Executive for the next school year. The election period itself will be March 4, 5 and 6, and you’ll be able to vote online by your GryphMail.

FoodBank

Kayla Weiler: I’m the Executive Supervisor of the FoodBank. The FoodBank is a resource on campus to combat hunger and poverty on campus and challenge food insecurity in the greater Guelph community. The Guelph Student FoodBank is available to both undergraduate and graduate students and it’s an emergency food and anti-poverty resource centre. We also have referrals on food security and anti-poverty services and groups. Currently, the FoodBank has 250 registered visitors and then 250 additional people. Dependents are often children or spouses that also come for the good work that the FoodBank is doing. We’ve also noted the trend that a lot of our visitors are also international students. Fun fact or an unfun fact: international students pay significantly more tuition than we do for the same classes, assignments and professors. So we see a lot of
international students who are visiting our FoodBank, which is great that we have a FoodBank on campus to provide nutritional but also culturally appropriate for our visitors. We’ve been seeing a rise in dependents at the FoodBank on our campus with the fact that tuition is increasing for both domestic and international students and has been over the past couple of years. We have an average of 4,000 items per month that we have been distributing to our visitors. If there’s anybody that wants to get involved in the FoodBank, you could volunteer and we accept volunteer positions throughout the year and we will keep you posted about volunteering at the FoodBank.

Meal Exchange

Kelsey Dal Pai: Hello! My name is Kelsey and I’m the Meal Exchange Coordinator this year. Meal Exchange is a national student-run charity that aims to address issues of hunger in local communities. The Guelph chapter is run by the CSA and essentially, there are three coordinators that plan programming throughout the year to help fight hunger on and off campus. Just a run-through of three main events that we have for this year: the first is Trick or Eat during Halloween night, October 31. Thank you for all those who participated. Thanks to your help, we raised 19,550 pounds of food, which was donated to the Guelph FoodBank and that helped a lot of families, especially before the holiday season. Another event that we run is called Share a Meal. Essentially, we table in the University Centre and people can donate their cash or meal card dollars towards helping local foodbanks including our CSA FoodBank. That was supposed to be run on February 25 but we had a snow day so I’ll keep you updated on when that happens. Our last big program is Hunger Awareness Week and that will happen on March 18, that whole week. This year, we are collaborating with Sustainability Week so that’s going to be just a great week of fun. Keep that in mind, the week of March 18 and you will see advertising very soon.

SafeWalk

Tyler Poirier: Hello everybody! My name is Tyler Poirier. I am the Volunteer and Public Relations Coordinator for SafeWalk, starting this semester. I won’t bore you guys with the statistics that can be seen on page 9 of your pamphlet. But some of the changes that have come this semester are we have expanded our social media presence so we are regularly posting on Facebook, Twitter and Instagram. This will provide students with a better idea of when SafeWalk is running, our hours, any events we may be having. An example of this would be the Cannon paint that will probably be happening sometime in mid-March in which students will be able to check us out and ask our volunteers questions that they have about the program. Other things to look forward to include, fingers crossed, the golf cart to open up more. We want a diverse clientele and we want to make our program the best we can on campus and provide a real safe, warm
feeling for all, both new and returning Gryphons every single year. We also want to focus on O-Week to make sure those new Gryphons get a nice warm welcome. You can see other statistics on your page here. If you have any questions or concerns about any part of our program, you can always check us out at our SafeWalk Office, Room 245, right beside the CSA main office.

**SHAC (Student Help and Advocacy Centre)**

*Bella Harris*: Hello folks! My name is Bella Harris and I am the Education and Events Coordinator for the Student Help and Advocacy Centre – SHAC for short. I use she and her pronouns.

[Reading from report] SHAC is a legal information and referral centre. We help students with a variety of issues including tenancy, academic appeals, financial concerns and many other legal issues. We run events dedicated to advocating, educating and supporting human rights. We also provide free legal advice to students by having lawyers available to students on Tuesdays from 1:30 to 3:30 pm and on Wednesdays from 7 pm to 8 pm.

As SHAC Supervisor, Kendra supervises coordinators, allocates budget, and has the final say in most things SHAC. Kelly, the Advocacy Coordinator, provides legal information to students and does casework on academic appeals tenancy, and a wide variety of other legal issues. As Legal Coordinator, Maggy provides legal information to students and does casework on tenancy, finance, and a wide variety of other legal issues. For Education and Events, I (Bella) work with campus community organizations to create and run events. And as Volunteer Coordinator, Sara recruits, trains, supports, and guides volunteers.

Some SHAC fun facts: 9.4K people reached on Facebook for our Trans Day of Remembrance Vigil with 346 responses and over 100 folks attended. Over 100 students have received help in our office so far this year and over 90 of those are since the beginning of this semester.

**MOTION**: To receive the following CSA Services Updates as information:

- Bike Centre
- The Bullring
- Clubs
- Elections
- FoodBank
- Meal Exchange
- SafeWalk
- SHAC
Moved: Margarita Wilson  Seconded: Jayden Wlasichuk

Vote on Motion
Motion carried

The Chair indicated that quorum was lost at 6:52 pm. The meeting resumed when quorum was re-gained at 6:54 pm.

1.11. Business

1.11.1. Submitted Motions

Textbook Accessibility – Sophia Suzuki

WHEREAS the Co-op Bookstore, which sells textbooks at a relatively discounted price, resides in the basement of Johnston Hall and is not accessible to students with physical disabilities;

WHEREAS the Campus Bookstore, which sells textbook codes and other resources unavailable at the Co-op Bookstore, resides in the basement of the MacNaughton Building, where elevator use is restricted to staff members only;

WHEREAS the Central Student Association (CSA) declares that students with disabilities have the right: to access fully subsidized resources and equipment to ensure full access to the University and all its amenities; to an education through non-ableist instruction, textbooks, resources, and materials; and to academic resources available in alternative formats (as per the CSA Policy Manual, Appendix E - Issues and Organizational Policy, Section 4.7); and

WHEREAS the CSA already provides services which allow for the campus to become more accessible including, but not limited to SafeWalk;

MOTION: That the CSA provide cost-free delivery of textbooks from the Co-op Bookstore and the University Bookstore to students with physical disabilities;

Be It Resolved that the CSA temporarily employs individuals (akin to Bus Pass distributors) for the first week of class to deliver textbooks to students with physical disabilities;

Be It Further Resolved that the CSA begins providing this service by the Fall 2019 semester at the latest.

Moved: Sophia Suzuki  Seconded: Horeen Hassan
Sophia Suzuki: Hi I’m Sophia. I put forward this motion because of a few reasons. I’ll just explain the situation on campus right now that I felt required this service to be implemented. There are currently two stores that sell textbooks on campus. There’s Campus Bookstore in the MacNaughton Building and Co-Op Bookstore in Johnston Hall. Both these bookstores in the basement are only accessibly by stairs. The Campus Bookstore actually has an elevator that is only used to transport their merchandise so it’s not open for public use. This means that any student who is unable or uncomfortable using stairs cannot access these crucial services that provide materials at the start of the semester. As a mandated solution, the Student Accessibility Service or SAS that I’m a part of as a Peer Helper, sends their volunteers to accompany the students to the store to retrieve the textbooks for them. There are a number of problems with this solution, although it’s great that we have this mandated solution.

Firstly, the volunteers or Peer Helpers are unpaid, which means there are issues of liability with handling these students’ money. Although we’d like to think that our volunteers are trustworthy and great people and that students won’t accuse us of any theft, there’s still this element of discomfort in handling their money, since they are not paid. Secondly, while the volunteers are getting their textbooks, the students are often left waiting outside Johnston Hall or at the stairs of the Campus Bookstore in a position that highlights their disability which can be frustrating and degrading for the students. Thirdly, since this isn’t an official service run by the SAS and carries a lot of liability issues like I mentioned, we can’t officially advertise it as part of our guiding programs. This is only something we do if students actually approach SAS advisors or Peer Helpers with this problem of accessing the bookstores which means that a lot students don’t think of coming to SAS, so they find a solution on their own.

The motion submitted to this CSA AGM today aims to address these highlighted issues on campus firstly and implementing a delivery program that addresses some of the issues outlined before. Although the easier and obvious and more cost-cut solution would be to just redesign the Campus Bookstore to make it accessible to all students, the University is yet to include the Bookstore in their Accessibility plan published on their website. They are only required by law to review these items every five years which means that they won’t be making these changes any time soon. By hiring temporary training students to run a textbook purchasing program at the beginning of the semester, individuals running the program would be able to purchase the textbooks for students who can’t access the bookstores and deliver it to them on an easily accessible location on campus. The motion proposes that the service is implemented by Fall 2019 and is put forward with the belief that all students have the right to access subsidized resources and equipment and access the University and all its amenities to an education, through non-ablest textbook, resources and materials.
MOTION: To refer to this to the Executive Committee with a report back to the Board members by March 27.

Moved: Aidan Paskinov          Seconded: Jayden Wlasichuk

Aidan Paskinov: The Executive has spoken to Sophia about this. We’re all in favour of providing this service orremedying this issue however we can, because she brought it to us, it wasn’t something we considered. This is exactly what we feel our jobs are. We’ve spoken to Sophia and rather than discussing this whole thing at length and probably having to go through multiple amendments, to make this more fitted to how the CSA would be able to operate it, it would be best if it could be referred to the Executive Committee where we will also be consulting with Sophia where we can then directly solve the issue, hopefully with both the University Bookstore and the Campus Bookstore where we can directly interact with those folks and create a solution.

Point of Information: If this motion is approved and the amendment is moved, does membership have any guarantee that this service will be implemented by the date outlined in the motion.

Chair: It’s not an amendment, it’s a motion to refer the Textbook Accessibility Motion to the Executive. The final motion that is derived from the Executive will still be subject to approval and will still need to be voted on by the Board of Directors.

Kayla Weiler: I would also like to speak in favour of referring the motion to the Executive Committee, not because I am on the Executive Committee but I think that we will probably take the route of creating a working group so that members who are considered about the service and would actually be potential users could have their input and their say to make sure that this service avoids ablest actions of nature. I just wrote down a couple of jot notes here. We will talk about the costing, liability of handling students’ money, and issues of bodily harm of carrying heavy textbooks up and down stairs. The nuance is accessing residence since there are students who have accessibility needs that live on residence and as well as work with SAS about more information about how to access this information, etc. Maybe there’s a way that we could get the University to approve this program. These are just a couple of the off-hand things that I’ve been thinking in my head when reviewing. I think this a great motion; we just need a bit more time to figure out the nuances when it comes to certain aspects to it. Thanks for submitting the motion.

Jamie Gibson: The proposition to put this towards the Executive Committee comes partially from some newfound dynamics in place right now in the CSA and all organizations on campus. We’re going to have to talk about this at some point
but right now, the CSA and all organizations on campus are confined with a precarity for funding. At the time this motion was first drafted and submitted to the CSA, it would have been more feasible to work something out under the umbrella of the CSA itself and show directly by the CSA and with our brand on it and everything. But things change very drastically under a very short period of time. There are campus partners, there’s the Co-Op Bookstore and other places where the funds and the ability to implement something commonly could be carried out. If the Executive Committee feels as though they can faithfully put their best shot to advocate for something like that, that is fine with me. I had an amendment I was going to write but if we vote for the Executive Committee, it doesn’t really matter. One of the things I wanted to ask about is that if you were going to lobby the Co-Op Bookstore to create something like this, would the Executive Committee or whoever is in charge of it try and make it so that this Coop Bookstore thing would also be streamlined through Campus Bookstore, such that delivery and retrieval of books, not just the Co-Op stuff but also the Campus Bookstore stuff, so there’s a lot of material that you can only get one place and not the other, and for students with disabilities, we really have to cut it in half.

**Jack Fisher:** Yes, to all of that.

**Kristine Keon:** As a former employee of the Bookstore on campus, I think they would be very open to something like this. I know that students can order online or if they can bring it to the ground floor where they can accept it, that would be fine.

**Vote on Motion**

**Motion carried**

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**Fall Reading Week – Jamie Gibson**

WHEREAS the Central Student Association (CSA) advocates for the livelihoods and wellbeing of all undergraduate students at the University of Guelph;

WHEREAS mental health services through the University and other public institutions continue to be insufficient to meet students’ needs;

WHEREAS the pressures of everyday life, between the cancellations to the minimum wage increase and increasing rent and utilities;

WHEREAS numerous universities and colleges in Ontario have implemented a reading week in the fall semester; and

WHEREAS it is imperative that the CSA demands, at a very minimum, accountability measures to be imposed upon University administration;
MOTION: That the CSA re-establishes its efforts to advocate for a Fall Reading Week and exert pressure onto University administration;

Be It Resolved that, in the event of a second consultative poll between administration and the student population, the CSA demands that the University administration makes public the results of the poll.

Moved: Jamie Gibson  Seconded: Gabrielle McPolin

Jamie Gibson: Most of what I wanted to say is in the Whereas clauses, so I won’t read them but I want to explain what this motion is generally speaking. As a Board Member, the thing that I hear most often, beyond anything is students are struggling with mental health and we do have a lot of resources on campus and they could be improved but they are there and we are glad of having that rather than nothing. But the thing that most students talk about is mental health and why in the very first semester of the year, especially if you’re a first-year student, we don’t have a Reading Week whereas tons of other campuses do. I’m not sure how many people in this room remember or not, but last year the administration was consulting students and trying to figure out what they could do in terms of getting a Fall Reading week for us. I’m sure many people in the room may remember going through and doing that poll and everything, saying I like this option, I like this option and boom, nothing. I don’t want to sound like a backhand towards Natalie, right now she’s our VP Academic. She has been doing some work with our Fall Reading Week. But the thing that I found very strange is that there were some rumblings that a lot of students actually voted against having a Fall Reading Week at all which is very interesting to me. But I haven’t seen the poll results and I don’t think they are publicly available as I tried to find them.

Zoey Ross: Point of Information: A few years ago, at another AGM, the vote for CSA supporting a Reading Week did come up. Has the member of Board tried to access that information and has it been accessed by the Board?

Jack Fisher: If there is, it absolutely has gone to the Board. I know also that the survey in question isn’t the one from the year you’re speaking of, it’s a different one. I know for a fact the survey was completed but I don’t know if the results were made public.

Sarah Oatley: Point of Information: I actually contacted Brenda Whiteside about this because I had the same question. The details were not fully public but it is through a very long and arduous Google search and many backdoors within the University of Guelph website, that they are available from the meeting minutes from the Board of Directors. However, it is not very easy to find.
Jamie Gibson: In the event that people at the AGM right now are not sufficient with whatever that result was, which is at this moment only available through the minutes of an obscure meeting somewhere, we do want to try to formally re-establish our efforts to lobby for a Fall Reading Week. The other part I motion is that if another poll were to be taken that the results would be fully public and very well promoted, unlike the last round. I think we’re all in the dark. We’re told mental health, how about Fall Reading Week? Here’s our thoughts and we’re left in limbo. I think that’s unreasonable.

Kayla Weiler: I would like to speak in favour of this motion. It's really great to have folks in this room to reconfirm that this is something that students want the CSA to dedicate time and effort to. Last year, I was part of the conversation with administration about the Fall Reading Week and it was confusing and dilatory, partially on behalf of administration and communication with Senate. The conversation that happened last year was not based off what the students wanted but rather what the University was trying to do for students. For a fact, University of Guelph is one of the only universities in Ontario that does not have a Fall Reading Week. There are many schools that have dramatically benefited from having a Fall Reading Week and part of the short-fall or downfall from the survey that occurred last year put up by the University administration is that the VP Academic for last year’s term actually created a list of questions that we voted upon at the CSA Board Meeting and those questions were given to the University administration and completely ignored. Those questions that were produced by the University for the survey were based off no consultation with the CSA or other students. We provided our own questions that we developed as a CSA Board by a strong poll vote so I speak in favour of continuing the conversation about the Fall Reading Week on this campus.

Aidan Paskinov: Echoing some similar points to the VP External, I was on the Board of Directors last year and the CSA Board did identify a lot of flaws with that poll that Member Gibson is referring to, but still went forward and the results were tainted because the survey was not super well done. I would encourage folks to vote in favour of this motion and continue campaigning for at least a poll to go out that would very clearly identify what the majority of students feel like. The other part is I would caution against specifically advocating for a Fall Reading week without knowing because there is mixed opinion about it gathering from students on campus. But we can definitely get better student consultation about how to move forward.

Jayden Wlasichuk: To clarify, in the Be It Resolved clause, my understanding is that this motion is basically saying, in the case that the University decides to do another poll in the future that we're just asking them to make our results public
but this isn’t asking them to do a poll again. Just want to clarify that that is the correct understanding of this motion.

Chair: Speaking from what is purely written, it does say, in the event of a second consultation poll. I can’t speak to the motivation of the mover but as it is worded, it is in the event of and not a demand for.

Jamie Gibson: It would be good to know what students’ opinions are but the first thing that I motioned for was to re-establish our efforts for a Fall Reading Week.

Patrick MacCarthy: In light of what Member Paskinov was saying about whether we should advocate for a Fall Reading Week before we know whether or not students want a Fall Reading Week, I think the spirit of the motion is really great. But I would move to amend the clause that the CSA re-establishes its efforts to advocate for increased conversation around Fall Reading Week to that extent that we are not presupposing what the will of the students is but we’re putting the pressure on the University to make sure the voice of the students is heard.

MOTION TO AMEND: That the CSA re-establishes efforts to advocate for increased conversation around the Fall Reading Week and exert pressure onto the University Administration to discern the will of the students around a reading week.

Moved: Patrick MacCarthy  Seconded: Matteo Raso

Patrick MacCarthy: The spirit of the motion is really great but this amendment will allow us to have greater consultation with the students. The goal of the student association is to advocate for students and because the poll was super obscure, we actually don’t know what students want. So let’s put the pressure on the University to figure out what the student body wants. Once we know what the students wants, we can push the University to achieve that result.

Nick Kowaleski: I would like to speak against this amendment. Although it might sound good at first glance, I’d say it would be much more efficient to use the fact that we have 100 students in this room. Everyone here that’s in statistics, they know that’s a fine sample size to use. If the vote is more than 60% then that’s very indicative that the student body or a large enough degree wants this and we should perhaps do that and use the perception of the vote of who’s in favour and use that as our determination of how we should move forward rather than giving the Executive a vague mandate here and not concrete action.

Jamie Gibson: I would like to speak against this motion because why did we buy all this pizza and round up a bunch of people and lose quorum and get quorum and do all this stuff except for that the fact that this is democracy. This is direct democracy which as many students, no less than 100 can be involved and the
will of the people in this room is pretty much the will of the people who are most invested in the student union. I mean there are people who couldn’t be here because they had a midterm, of course. But I think the fact of the matter is we have to have a concrete mandate for the CSA going forward and that people in this room at this exact moment want to fight for a Reading Week and that is good enough for any democratically controlled institution.

Patrick MacCarthy: Just to speak in favour of this motion again, I think that direct democracy is really important and we have students here and putting forward a motion to advocate for more direct democracy is important. There are 20,000 undergraduates on this campus. I don’t think 100 people is really an adequate sample size. In addition, we might not necessarily be the most representative of the student body. There are a lot of people who aren’t here who would probably like to have a say in this and for us to say “well, we showed up one night so we get to decide what all students want” I think is a little preposterous. It’s important that we push the University to consult with as many students as possible because instead of rushing forward with a motion that isn’t representative of the student body, we should take our due process and make sure students actually want what we’re advocating for.

Margarita Wilson: I’m also in favour of this motion because if we do our diligence to make sure the University figures out what students want through a well-constructed survey question that we have a way of influencing the decision. That is direct democracy, direct to their phones, into their computers and it reaches a wider population sample. It may take more time obviously, but in the end, it creates a more exact and more accurate representation of what is needed.

Bella Harris: To be in favour of increased discussion of a Fall Reading Week, I think would be the ideal goal for this AGM from the CSA’s point of view. One hundred people is a good amount of people but for more to benefit the most from a Reading Week are those who experience physical, mental disabilities, mental health issues and those who are full-time students and people who just generally aren’t available to things that are considered more. Anything outside classes is considered extra-curricular. To get that consultation is really important. While I am in favour myself for a Fall Reading Week, I can’t say that everybody is. In summary, I am in favour of the CSA pushing for increased consultation of undergraduate students and pushing it on the University as much as they can.

The Chair indicated that quorum was lost at 7:25 pm.
Due to loss of quorum, the meeting was adjourned.

Discussion continued informally, with no motions considered.
Matteo Raso: We as the CSA have the capacity to do an online poll that extends to the student body. It might be better that we do the poll instead of asking the University to do a poll and potentially getting refused.

Tyler Poirier: In favour of the amendment to the motion. I do not think that using this sample is representative of the University because it’s not a random sample of 100 people and that’s a requirement to make any decision on a population. I don’t think it’s appropriate to just simply base the vote from 100 people only for this initiative. I think it is best to consult with more people through a survey that is well-formulated and thorough.

Aidan Paskinov: As mentioned, all three of the Executive present are in favour of the idea of talking to the University or submitting a poll ourselves as Member Raso just mentioned, that would definitely be a good idea. Regardless of quorum, we’ll definitely still try to make this happen because we know students are curious about it and it is going to be on the table for a few years and so we want a clear starting point.

Jamie Gibson: Point of Information: Is it within the capacity of the CSA to try and launch a poll in the upcoming election or is that since past in terms of possibility?

Jack Fisher: We could at the moment use our Election email. We could use our own ListServ email with a poll out to the students.

Jamie Gibson: Could it coincide with the election?

Aidan Paskinov: However, we would anticipate that an email entitled “Fall Reading Week Poll” would get a lot of responses.

1.11.2. CSA Campaign Presentation / Forum

Kayla Weiler, VP External

MOTION: To receive the CSA Campaign Presentation / Forum as presented at the CSA Annual General Meeting on February 27, 2019.

1.11.3. Open Forum

Jayden Wlasichuk: I have been a student of the University of Guelph for four years so I’ve seen four very different CSA Executives, under two different structures and this is my third AGM that we had quorum for. This Executive has done marvellous things in your roles. You have carried on strong throughout the entire year. We’re almost at the beginning of March and you’re still going strong.
You’re still smiling. You’re still having a good time. You’re putting a lot of work, effort, blood, sweat and tears to make sure that you are doing your jobs for us students who are holding you accountable. I just want to say thank you to all of you for doing your jobs so well from the summer to Orientation Week, through the Fall semester Bus Pass Distribution, all of the advocacy. You’re the first CSA Executive I’ve seen have to deal with such a dramatic government change in terms of the provincial government. I want to commend Kayla as well as thank the rest of the Executive for standing behind Kayla and amplifying her voice, providing opportunities for students to have our voices heard as well as the wonderful events that you’ve planned and for doing things like getting buses together to take students to Queen’s Park. A group of my friends and I went together and we were able to participate in our first ever protest. Thank you so much for creating a safe environment for students to have our voices heard. Your work doesn’t go unnoticed and it is appreciated. Thank you.

Aidan Paskinov: Thank you, Member Wlasichuk.

1.12. Adjournment

1.12.1. Motion to Adjourn

MOTION: To adjourn the CSA Annual General Meeting on February 27, 2019.

Jack Fisher, President
Cameron Oleson, Chair
Earl Evans, Policy & Transition Manager
Thibeca Kengatharan, Scribe
Independent Auditor’s Report

To the Members of
The University Of Guelph Central Student Association

Qualified Opinion

We have audited the financial statements of The University Of Guelph Central Student Association (the Association), which comprise the statement of financial position as at April 30, 2019, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at April 30, 2019, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Association derives revenue from sales, sundry and fundraising revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether any adjustments might be necessary to sales, sundry and fundraising revenues, excess of revenues over expenses, and cash flows from operations for the years ended April 30, 2019 and 2018, current assets as at April 30, 2019 and 2018, and net assets as at May 1 and April 30 for both the 2019 and 2018 years. Our audit opinion on the financial statements for the year ended April 30, 2018 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.
Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association’s financial reporting process.

Auditor’s Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association’s internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
• Conclude on the appropriateness of management’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the Association to cease to continue as a going concern.

• Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP
Chartered Professional Accountants, Licensed Public Accountants
Guelph, Ontario
October 23, 2019
# The University Of Guelph Central Student Association
## Statement of Financial Position

**April 30**

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current</strong></td>
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<td></td>
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<tr>
<td>Cash and short-term investments (Note 2)</td>
<td>$1,148,204</td>
<td>$1,123,614</td>
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<tr>
<td>Accounts receivable (Note 3)</td>
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<tr>
<td>- University of Guelph</td>
<td>7,194</td>
<td>11,442</td>
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<tr>
<td>- Other</td>
<td>5,057</td>
<td>4,683</td>
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<tr>
<td>- Bullring</td>
<td>348</td>
<td>1,105</td>
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<td>Prepaid expenses</td>
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<td>22,281</td>
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<td><strong>Total</strong></td>
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<td>1,163,125</td>
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<td><strong>Long-term investment (Note 4)</strong></td>
<td>60,000</td>
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<tr>
<td><strong>Capital assets (Note 5)</strong></td>
<td>424,531</td>
<td>415,533</td>
</tr>
<tr>
<td><strong>Restricted deposits</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health plan reserve fund (Note 6)</td>
<td>793,629</td>
<td>632,360</td>
</tr>
<tr>
<td>Dental plan reserve fund (Note 7)</td>
<td>323,212</td>
<td>289,418</td>
</tr>
<tr>
<td>Affordable housing reserve fund (Note 8)</td>
<td>32,841</td>
<td>135,308</td>
</tr>
<tr>
<td>Late night service reserve fund (Note 9)</td>
<td>37,438</td>
<td>42,200</td>
</tr>
<tr>
<td>Bullring capital reserve fund (Note 10)</td>
<td>125,754</td>
<td>124,129</td>
</tr>
<tr>
<td>Food bank reserve fund (Note 11)</td>
<td>31,520</td>
<td>30,689</td>
</tr>
<tr>
<td>Menstrual hygiene reserve fund (Note 12)</td>
<td>41,451</td>
<td>-</td>
</tr>
<tr>
<td>Due from operations - Cannon.ca (Note 13)</td>
<td>6,585</td>
<td>6,585</td>
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<tr>
<td>Due from Guelph Campus Co-operative (Note 13)</td>
<td>38,247</td>
<td>23,063</td>
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<td><strong>Total</strong></td>
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<td>$2,862,410</td>
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<td><strong>Liabilities</strong></td>
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<td></td>
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<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
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<td></td>
</tr>
<tr>
<td>- Other</td>
<td>$55,094</td>
<td>$30,304</td>
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<tr>
<td>- Government remittances</td>
<td>70,752</td>
<td>59,298</td>
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<tr>
<td>Deferred revenue</td>
<td>17,529</td>
<td>22,322</td>
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<td><strong>Total</strong></td>
<td>143,375</td>
<td>111,924</td>
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<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Net assets externally restricted (Page 6)</strong></td>
<td>1,304,923</td>
<td>1,159,623</td>
</tr>
<tr>
<td><strong>Net assets internally restricted (Page 7)</strong></td>
<td>191,960</td>
<td>163,453</td>
</tr>
<tr>
<td><strong>Net assets invested in capital assets (Page 7)</strong></td>
<td>424,531</td>
<td>415,533</td>
</tr>
<tr>
<td><strong>Unrestricted net assets (Page 7)</strong></td>
<td>1,011,222</td>
<td>1,011,877</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2,932,636</td>
<td>2,750,486</td>
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<tr>
<td><strong>Total</strong></td>
<td>$3,076,011</td>
<td>$2,862,410</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
# The University Of Guelph Central Student Association

## Statement of Operations and Changes in Net Assets

<table>
<thead>
<tr>
<th>April 30</th>
<th>Externally Restricted Dental Plan Reserve</th>
<th>Externally Restricted Health Plan Reserve</th>
<th>Externally Restricted Affordable Housing Reserve</th>
<th>Externally Restricted Late Night Service Reserve</th>
<th>Externally Restricted Food Bank Reserve (Page 29)</th>
<th>Externally Restricted Menstrual Hygiene Initiative Reserve</th>
<th>Externally Restricted Cannon.ca Reserve</th>
<th>Externally Restricted Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, beginning of the year</td>
<td>$289,418</td>
<td>$632,360</td>
<td>$135,308</td>
<td>$42,200</td>
<td>$30,689</td>
<td>-</td>
<td>$29,648</td>
<td>$1,159,623</td>
</tr>
<tr>
<td>Premiums collected in the year</td>
<td>1,957,838</td>
<td>2,889,324</td>
<td>-</td>
<td>406,325</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,253,487</td>
</tr>
<tr>
<td>Student fees collected</td>
<td>-</td>
<td>-</td>
<td>47,348</td>
<td>-</td>
<td>118,577</td>
<td>35,073</td>
<td>-</td>
<td>200,998</td>
</tr>
<tr>
<td>Interest earned</td>
<td>16,175</td>
<td>25,012</td>
<td>185</td>
<td>82</td>
<td>61</td>
<td>-</td>
<td>-</td>
<td>41,151</td>
</tr>
<tr>
<td>Partnership income</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,184</td>
<td>-</td>
<td>15,184</td>
</tr>
<tr>
<td>Premiums for the year</td>
<td>(1,927,969)</td>
<td>(2,737,275)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(4,665,244)</td>
</tr>
<tr>
<td>Administration fees</td>
<td>(12,250)</td>
<td>(15,792)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(28,042)</td>
</tr>
<tr>
<td>Service fees</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(384,939)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(384,939)</td>
</tr>
<tr>
<td>Other expenditures</td>
<td>-</td>
<td>-</td>
<td>(150,000)</td>
<td>(26,230)</td>
<td>(117,807)</td>
<td>(15,944)</td>
<td>-</td>
<td>(309,981)</td>
</tr>
<tr>
<td>Excess (deficiency) of revenues over expenditures</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Purchase of capital assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Internal transfers</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Prior year surplus to reserve</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>22,322</td>
<td>-</td>
<td>22,322</td>
</tr>
<tr>
<td>Balance, end of the year</td>
<td>$323,212</td>
<td>$793,629</td>
<td>$32,841</td>
<td>$37,438</td>
<td>$31,520</td>
<td>$41,451</td>
<td>$29,648</td>
<td>$1,304,923</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
# Statement of Operations and Changes in Net Assets

<table>
<thead>
<tr>
<th></th>
<th>Externally Restricted</th>
<th>Internally Restricted</th>
<th>Internally Restricted</th>
<th>Invested Assets</th>
<th>2019 Total</th>
<th>2018 Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>April 30</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Balance, beginning of the year</strong></td>
<td>$1,159,623</td>
<td>$124,129</td>
<td>$39,324</td>
<td>$163,453</td>
<td>$415,533</td>
<td>$1,011,877</td>
</tr>
<tr>
<td><strong>Premiums collected in the year</strong></td>
<td>5,253,487</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Student fees collected</strong></td>
<td>200,998</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Interest earned</strong></td>
<td>41,515</td>
<td>1,625</td>
<td>-</td>
<td>1,625</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Partnership income</strong></td>
<td>15,184</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Premiums for the year</strong></td>
<td>-4,665,244</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Administration fees</strong></td>
<td>(28,042)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Service fees</strong></td>
<td>(384,939)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Other expenditures</strong></td>
<td>(309,981)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Balance, end of the year</strong></td>
<td>$1,304,923</td>
<td>$125,754</td>
<td>$66,206</td>
<td>$191,960</td>
<td>$424,531</td>
<td>$1,011,222</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
The University Of Guelph Central Student Association
Statement of Operations

For the year ended April 30

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council - general</td>
<td>$119,740</td>
<td>$126,844</td>
</tr>
<tr>
<td>Academic commissioner</td>
<td>44,746</td>
<td>41,883</td>
</tr>
<tr>
<td>External commissioner</td>
<td>43,800</td>
<td>39,300</td>
</tr>
<tr>
<td>Student experience</td>
<td>53,140</td>
<td>48,400</td>
</tr>
<tr>
<td>Live entertainment</td>
<td>67,900</td>
<td>63,400</td>
</tr>
<tr>
<td>Films</td>
<td>22,113</td>
<td>23,656</td>
</tr>
<tr>
<td>Programmes</td>
<td>150,589</td>
<td>104,922</td>
</tr>
<tr>
<td>General programming (entertainment)</td>
<td>76,349</td>
<td>72,991</td>
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<tr>
<td>Administration</td>
<td>450,763</td>
<td>660,583</td>
</tr>
<tr>
<td>The Bullring</td>
<td>746,201</td>
<td>738,018</td>
</tr>
<tr>
<td>Promotional services</td>
<td>53,829</td>
<td>47,314</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1,829,170</td>
<td>1,967,311</td>
</tr>
</tbody>
</table>

| **Expenses**         |        |        |
| Council - general    | 181,516 | 191,070 |
| Academic commissioner| 43,720  | 41,969  |
| External commissioner| 42,276  | 38,896  |
| Student experience   | 52,482  | 49,412  |
| Live entertainment   | 45,499  | 47,831  |
| Films                | 15,104  | 13,948  |
| Programmes           | 139,200 | 105,869 |
| General programming (entertainment) | 78,753 | 73,505 |
| Administration       | 431,266 | 444,706 |
| The Bullring         | 709,797 | 660,107 |
| Promotional services | 54,332  | 42,825  |
| **Total**            | 1,793,945 | 1,710,138 |

**Excess of revenues over expenditures**

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$35,225</td>
<td>$257,173</td>
</tr>
</tbody>
</table>
The University Of Guelph Central Student Association
Statement of Cash Flows

For the year ended April 30

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash flow from operating activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excess of revenues over expenditures</td>
<td>$ 35,225</td>
<td>$ 257,173</td>
</tr>
<tr>
<td>Adjustments for Amortization</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>70,840</td>
<td>63,876</td>
</tr>
<tr>
<td></td>
<td>106,065</td>
<td>321,049</td>
</tr>
<tr>
<td>Changes in non-cash working capital balances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>4,631</td>
<td>19,849</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>22,281</td>
<td>182,271</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>36,244</td>
<td>30,933</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>(4,793)</td>
<td>22,322</td>
</tr>
<tr>
<td></td>
<td>164,428</td>
<td>576,424</td>
</tr>
<tr>
<td>Cash flows from investing activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collaborative investment with University Centre Services</td>
<td>(60,000)</td>
<td>-</td>
</tr>
<tr>
<td>Purchase of capital assets</td>
<td>(79,838)</td>
<td>(325,179)</td>
</tr>
<tr>
<td></td>
<td>(139,838)</td>
<td>(325,179)</td>
</tr>
<tr>
<td>Change in cash position during the year</td>
<td>24,590</td>
<td>251,245</td>
</tr>
<tr>
<td>Cash position, beginning of year</td>
<td>1,123,614</td>
<td>872,369</td>
</tr>
<tr>
<td>Cash position, end of year</td>
<td>$ 1,148,204</td>
<td>$ 1,123,614</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
The University Of Guelph Central Student Association
Notes to the Financial Statements

April 30, 2019

1. Summary of Significant Accounting Policies

Nature of Business

The University of Guelph Central Student Association (the "Association") was incorporated without share capital, on May 31, 1979, under the laws of Ontario and provides services to the student body of the University of Guelph, on a not-for-profit basis.

The Association is a non-profit organization and, as such, is exempt from income tax.

Basis of Accounting

The Association has prepared its financial statements in accordance with Canadian accounting standards for not-for-profit organizations.

Capital Assets

Capital assets are recorded at cost. Amortization is based on the estimated useful life of the assets as follows:

- Furniture and equipment: 10 years straight-line basis
- Computer equipment: 5 years straight-line basis
- Leasehold improvements: 12 years straight-line basis

Revenue Recognition

The Association follows the restricted fund method of accounting for contributions. Restricted contributions are recognized as revenue of the appropriate restricted fund when received or receivable. If no appropriate restricted fund is presented, then the restricted contribution is recognized as unrestricted revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The estimate in these financial statements is the useful lives of capital assets.

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. All guaranteed investment certificates have been designated to be in the fair value category, with gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.
2. Cash and Short-term Investments

The Association's bank accounts are held at one credit union.

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$1,139,528</td>
<td>$971,326</td>
</tr>
<tr>
<td>Short-term investments</td>
<td>60,000</td>
<td>160,000</td>
</tr>
<tr>
<td>Due to food bank reserve fund</td>
<td>(769)</td>
<td>(2,464)</td>
</tr>
<tr>
<td>Due from (to) late night service reserve fund</td>
<td>(3,599)</td>
<td>337</td>
</tr>
<tr>
<td>Due to Cannon.ca reserve fund</td>
<td>(5,505)</td>
<td>(5,585)</td>
</tr>
<tr>
<td>Due to menstrual hygiene reserve fund</td>
<td>(41,451)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,148,204</td>
<td>$1,123,614</td>
</tr>
</tbody>
</table>

The cash balance earns interest at the rate of 0% to 1.05% (2018 - 0% to 1.05%).

Short-term investments consists of a GIC that earns interest at a rate of 2.50% and matures in April 2021.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to this risk through interest earned on its savings accounts and its guaranteed investments certificates. This risk has not changed since the previous period.

3. Accounts Receivable

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The financial instruments that are exposed to credit risk relate primarily to accounts receivable. This risk has not changed since the previous period.

4. Long-term Investment

During the year the Association entered into an agreement with the University Centre Services to provide an investment of $60,000 for a student-focused lounge space and digital signage partnership. This investment provides the Association with non-financial benefits including contribution acknowledgement, priority service bookings, priority programming, and decision-making involvement. During the year, $5,000 was received as a return on this investment.
The University Of Guelph Central Student Association  
Notes to the Financial Statements  
April 30, 2019

5. Capital Assets

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cost</td>
<td>Amortization</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>$247,253</td>
<td>$140,418</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>36,191</td>
<td>17,263</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td>396,119</td>
<td>97,351</td>
</tr>
<tr>
<td></td>
<td>$679,563</td>
<td>$255,032</td>
</tr>
</tbody>
</table>

During the year, amortization of $70,840 (2018 - $63,876) was recorded on capital assets.

6. Health Plan and Health Plan Reserve Fund

The Association administers the student health plan. Use of health plan reserve funds is restricted for the purpose of funding the students’ health plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and on the health plan activity during the year becomes part of the fund.

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savings</td>
<td>$272,214</td>
<td>$21,763</td>
</tr>
<tr>
<td>Short-term investment</td>
<td>307,950</td>
<td>300,000</td>
</tr>
<tr>
<td>Due from operations to health plan</td>
<td>213,465</td>
<td>310,597</td>
</tr>
<tr>
<td></td>
<td>$793,629</td>
<td>$632,360</td>
</tr>
</tbody>
</table>

The short-term investments consist of GICs that earn interest at rates of 2.45% and 2.75% with maturity dates of July 2019 and April 2023, respectively. The savings accounts earn interest at the rate of 0.20% to 1.15% (2018 - 0.20% to 1.15%).
7. Dental Plan and Dental Plan Reserve Fund

The Association administers the student dental plan. Use of dental plan reserve funds is restricted for the purpose of funding the students' dental plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and dental plan activity during the year becomes part of the fund.

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savings</td>
<td>85,315</td>
<td>57,466</td>
</tr>
<tr>
<td>Short-term investments</td>
<td>205,200</td>
<td>200,000</td>
</tr>
<tr>
<td>Due from operations to dental plan reserve fund</td>
<td>32,697</td>
<td>31,952</td>
</tr>
<tr>
<td></td>
<td>323,212</td>
<td>289,418</td>
</tr>
</tbody>
</table>

The short-term investments consist of GIC's that earn interest at rates of 2.45% and 2.75% with maturity dates of July 2019 and April 2023, respectively. The savings accounts earn interest at the rate of 0.20% to 1.05% (2018 - 0.20% to 1.05%).

8. Affordable Housing Reserve Fund

The Association administers an affordable housing plan. Use of the affordable housing reserve funds is restricted for the purpose of upgrading accessibility of housing for students with special needs. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees. The funds are deposited in a savings account that earns interest at 0.20% (2018 - 0.20%).

9. Late Night Service and Late Night Service Reserve Fund

The Association administers late night bus service for use by the students. Use of any funds resulting from the excess of revenues over expenditures is restricted for the purpose of providing future late night bus services to the students. Revenues earned in the fund are generated from student fees.

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savings</td>
<td>33,839</td>
<td>42,537</td>
</tr>
<tr>
<td>Due from (to) operations</td>
<td>3,599</td>
<td>(337)</td>
</tr>
<tr>
<td></td>
<td>37,438</td>
<td>42,200</td>
</tr>
</tbody>
</table>

The savings account earns interest at the rate of 0.20% (2018 - 0.20%).
The University Of Guelph Central Student Association
Notes to the Financial Statements

April 30, 2019

10. Bullring Capital Reserve Fund

The Association administers a Bullring capital reserve fund. Use of the Bullring capital reserve fund is internally restricted for the purpose of funding capital expenditures. Interest earned on the reserve fund balance during the year becomes part of the fund. The funds are held in a savings account and earn interest at 1.05% (2018 - 1.05%).

11. Food Bank Reserve Fund

The Association administers a food bank plan. Use of the food bank reserve funds is restricted for the purpose of purchasing food to be distributed to low income students. Revenues earned in the fund are generated from student fees. Interest earned on the reserve fund balance during the year becomes part of the fund. The funds are held in a savings account and earn interest at 0.002% (2018 - 0.002%).

12. Menstrual Hygiene Initiative Reserve Fund

The Association administers a Menstrual Hygiene Initiative reserve. Use of the Menstrual Hygiene Initiative reserve fund is restricted for the purpose of providing hygiene products to students. Revenues earned in the fund are generated from student fees. This reserve was established during the current fiscal year and all funds are due from operations.

13. Cannon.ca Partnership

The Association has entered into a partnership agreement with the Guelph Campus Co-operative whereby the yearly income or loss of the Cannon.ca is to be divided equally amongst the two partners.

The Association's portion of the net income of Cannon.ca from inception to April 30, 2019 is included in a reserve account as this money is restricted for the purpose of financing future deficits of the partnership.

14. Live Entertainment Reserve

The Association administers a live entertainment reserve. Use of the live entertainment reserve funds is restricted for the purpose of providing events to students. Revenues earned in the fund are generated from student fees and door receipts. All reserve funds are due from operations.

15. Source of Funds

The Association receives all of its student fees from the University of Guelph. These fees are essential to the continuing operation of the Association.
Item 1.6.2.
Motion to Approve the Audit Report

**MOTION:** To approve the Audit Report for the year ended April 30, 2019, as presented at the CSA Annual General Meeting on February 12, 2020.

Moved: 
Seconded:

Item 1.6.3.
Motion to Appoint BDO Canada LLP as Auditor

**MOTION:** To appoint BDO Canada LLP as Auditor for the CSA for the year 2019-2020.

Moved: 
Seconded:
Item 1.7.1.
Amendments to Bylaw 1: Organizational
Approved by the CSA Board of Directors

**MOTION:** To confirm the following amendments to **Bylaw 1: Organizational**, as approved by the CSA Board of Directors on the dates shown.

Moved:  
Seconded:
AGM Item 1.7.1.1
Amend Bylaw 1, Section 3.1.2 re Board Composition

MOTION: That CSA Bylaw 1: Organizational, Clause 3.1.2. be amended as follows:

- Updating the At-Large (Elected) Representatives list with the name of the Business College as “Gordon S. Lang School of Business and Economics”;
- Updating the College Government Representatives (Appointed) list with “Lang Student Association”;
- Updating the Student Organization Representatives (Appointed) list so that each organization representative is shown as follows:
  - One Student Representative appointed by… [the organization]; and

RESOLVED that CSA Bylaw 1: Organizational, Clauses 3.1.3, 3.1.4, and 3.1.5 be amended as shown and that the list of Student Organization Representatives be deleted from Clause 3.1.5.

Moved:

Seconded:
AGM Item 1.7.1.2. 
Amend Bylaw 1, Section 3.1.9 re Minimum Number Directors

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee;

MOTION: To recommend to the CSA Board that Bylaw 1 - Organizational, Section 3.1. be amended to add an additional clause 3.1.9. as follows:

3.1.9. Should at any time the membership of the CSA Board of Directors fall below three Directors, the representative(s) appointed to fill the vacancy will become ratified without the requirement for a Board motion.

Moved:

Seconded:
AGM Item 1.7.1.3.
Amend Bylaw 1, Section 4.1.2 re Summer Board Meetings

WHEREAS the CSA is implementing various financial strategies in response to the Provincial Government’s Student Choice Initiative, including cancelling CSA Board Meetings during the summer;

MOTION: That CSA Bylaw 1, Section 4.1.2, be amended by inserting the following sentence:

   An exception may be made for meetings during the summer semester, based on financial or other considerations.

So that the bylaw now reads:

4.1.2. The Board of Directors shall meet at least four (4) times during an academic semester. An exception may be made for meetings during the summer semester, based on financial or other considerations. The Policy & Transition Manager shall be responsible for scheduling these meetings.

Moved:

Seconded:
AGM Item 1.7.1.4. and 1.7.1.5.
Amend Bylaw 1 re Standing Committees (S.8.0) and Executive Committee (S.5.3)

WHEREAS, at this time, CSA Bylaw 1 and CSA Policy Manual Appendix A provide a different list of CSA standing committees;

WHEREAS the Service Oversight Committee is not considered a joint CSA / GSA standing committee at this time;

WHEREAS working group, advisory, ad hoc and program committees continue to fulfill an important role as CSA operational committees but are not considered standing committees; and

WHEREAS Notice of this discussion was provided at the Board meeting on September 11, 2019;

MOTION: That CSA Bylaw 1, Section 8.0 be amended to delete the Service Oversight Committee from clause 8.1;

RESOLVED that CSA Bylaw 1, Section 8.0 be further amended so that clause 8.1 reads as follows:

8.1. The Board shall maintain the following Standing Committees:

   a) Executive Committee
   b) Executive Evaluation Committee
   c) Finance Committee
   d) Petitions, Delegations and Representations (PDR) Committee
   e) Policy and Bylaw Review Committee (PBRC);

RESOLVED that CSA Bylaw 1, Section 8.0 be further amended to delete amended clause 8.2: Executive Committee (Terms of Reference) and to insert it as a new clause 5.3., with clauses in Section 5.0 being re-numbered as appropriate;

RESOLVED that CSA Bylaw 1, Section 8.0 be further amended to delete clauses 8.3, 8.4 and 8.5, and to add the following new clauses:

8.2. The Terms of Reference for the Executive Committee shall be found earlier in this Bylaw 1, specifically as clause 5.3;

8.3. The Terms of Reference for the remaining CSA standing committees shall be found in CSA Policy Manual, Appendix A, Section 3.0.
AGM Item 1.7.1.6.
Amend Bylaw 1, Section 10.0 re Conflict of Interest

WHEREAS the Policy & Bylaw Review Committee has reviewed Bylaw 1, Section 10.0 and recommends various amendments;

MOTION: That CSA Bylaw 1: Organizational, Section 10.0 re Conflict of Interest be amended as presented.

Moved: 
Seconded:
Item 1.7.2.
Amendments to Bylaw 2: Electoral
Approved by the CSA Board of Directors

MOTION: To confirm the following amendments to Bylaw 2: Electoral, as approved by the CSA Board of Directors on the dates shown.

Moved:  
Seconded:
AGM Item 1.7.2.1.
Amend Bylaw 2, Section 2.2.5 re Director Appointment Process

WHEREAS the following amendment has been discussed and recommended by the Policy & Bylaw Review Committee; and

WHEREAS a process may be required to facilitate the appointment of more members on the CSA Board;

MOTION: That Bylaw 2 - Electoral, Section 2.2.5. be amended to add an additional clause e) as follows:

e) Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 50 valid nomination signatures and submission of a 150-word statement, to be presented at the following Board of Directors meeting.

Moved:

Seconded:
AGM Item 1.7.2.2. 
Amend Bylaw 2: Electoral, Section 3.1 re Referendum Questions

WHEREAS Policy Appendix G: CSA Electoral was amended on April 3, 2019 so that referendum questions may take place during the “Elections period” rather than only during the “General Elections period”, as previously stated;

WHEREAS the related bylaw should reflect the same wording as the policy;

MOTION: That Bylaw 2: Electoral, Clause 3.1, be amended to delete references to the Fall semester so that it now reads as follows:

3.1. Referendum questions may be accepted by the CSA Elections Office between the first day and the last day of classes in the semester prior to the election period.

Moved: 

Seconded:

Previous Wording:

3.1. Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall semester until the last day of classes in the Fall semester. For further information, see CSA Policy Manual, Appendix G: CSA Electoral.
AGM Item 1.7.2.3.
Amend Bylaw 2: Electoral, Section 3.2 re Referendum Quorum

WHEREAS it has become evident that Bylaw 2: Electoral does not indicate the quorum required for referendum question results;

WHEREAS the quorum requirement is an important aspect of the referendum process and should be formalized in the Electoral Bylaw;

WHEREAS the quorum requirement is stated in Electoral Policy Appendix G (Clause 6.4); and

WHEREAS Notice of this discussion was provided at the Board meeting on September 11, 2019;

MOTION: To amend Bylaw 2: Electoral with regard to the required quorum for a referendum question, by adding a new clause 3.2. as follows:

3.2. Quorum for a referendum question posed to the membership shall be 20% of the general membership.

Moved:

Seconded:
Welcome to your CSA’s Annual General Meeting!

It has been an exciting year for the CSA, this report will highlight some of our collective accomplishments thus far. As the undergraduate student voice, we have advocated, and represented our students to the best of our abilities.

Our front office and Boardroom are in the process of being updated, with new paint, carpeting and signage areas to increase our cohesion and professionalism. This past Fall semester, our kiosks in Creelman plaza were finally fixed to allow for optimum usage, and we have since seen an increase of interest from on-campus partners.

We are continuing to work with our HR Consultant to bring our Health and Safety procedures up to industry standard, including updating our review sheets for space safety assessments. Last year, there was a large focus placed on creating or improving our student and service staff job descriptions. This allowed for an easier review process this year to adjust the descriptions to better fit the responsibilities of the roles. We are also in the process of updating our permanent staff job descriptions to ensure that the descriptions reflect the roles, as best as possible.

This past term, the CSA By-Election successful brought five more College representatives to our Board of Directors. With the By-Election, SafeWalk, saw an overwhelming YES vote to support the $0.33 increase to their fee, which will allow the program to expand its service and accessibility to students. Our General Elections are currently underway, with almost 20 students expressing interest in being an elected representative, whether it be a Director or an Executive.

Another focus of the year has been CSA Awareness to enhance the awareness of CSA services and other general actions that the CSA is a part. This was to inform students of our involvement on campus and in our community, and to show the value that CSA brings to them.

With the remaining time of my term, I look forward to further developing the transition program for incoming Executive, to enhance their experience during their terms.

If you have any questions or concerns, let me know. I would be happy to discuss them; you can reach me at csapresident@uoguelph.ca.

Dena Van de Coevering, President
Executive Update: VP Student Experience 2019/2020

Hi everyone!

This report will highlight an overview of the projects, goals, and accomplishments I have worked on throughout my term at the CSA. I will also run through a few exciting projects coming up this semester.

If you have any questions about my report or want to provide constructive feedback, I encourage you to get in touch. If there is an initiative you’d like to see on campus or are passionate about anything in my portfolio, I want to hear about it! Please email me at csavpexperience@uoguelph.ca or stop by my office.

For your reference, my job, duties, and responsibilities are outlined in Policy Manual, Appendix A, Section 14.4. – Vice President Student Experience.

Events
My portfolio is the “cool” portfolio because I get to do what I love – organize and attend events. Section 14.4.3 includes running events across campus and collaborating with student groups.

1. Orientation Week
   ▪ Ran multiple high-volume and well attended O-Week events including the most successful Block Party in recent years
   ▪ Launched the addition of a Drag Queen host for Sexy Bingo
   ▪ Currently working with the Orientation Week Advisory Committee and Orientation Team to ensure high-volume events are scheduled for best turn-out and mitigation of logistical setbacks

2. Past & Current Events
   ▪ Sexy Bingo now runs bi-weekly, an initiative in collaboration with Brass Taps. It has seen similar turnouts than the monthly Sexy Bingo, if not more attendees. Last month, we had to turn away attendees for the event as Brass Taps was at capacity.
   ▪ Initiated a Voter Appreciation Night with the Vice-President External to encourage and celebrate first time voters, with a fully packed Brass Taps
   ▪ Created a “Halloweek” event series to raise funds for the Student Food Bank. The series of events, including an “IT” Movie Screening, a Pumpkin Patch Pop-Up, and Scare Fair in collaboration with CSA Clubs and other departments on campus, which raised over $2000 and carts-full of priority products for the Student Food Bank

3. Future Events
   ▪ Booked Bill Nye (the Science Guy) as our Speaker for the year. The event is set to take place March 5, with tickets on sale through the month of February.
Created a Guelph Student Market, where creative students can sell their products—whether they are prints, CD’s, clothing, or anything else they have created. The event is being held March 31 in the University Centre Courtyard.

Increased allocation for stress-buster events to ease the stress of students during examination periods, providing students with food, snacks, and care packages.

Accomplishments

1. Comfort Room Revitalization
   ▪ Successful SLEF Application for $1,000 to revitalize the current Comfort Room in the Clubs Hallway.
   ▪ The space, previously known as the “Comfort Room”, was mandated to provide a space for students to decompress.
   ▪ Improvements include a name change to “Calm Space”, the addition of wellness kits to target acute stress and anxiety, the addition of a SAD Lamp used for Seasonal Affective Disorder, and prominent information on wellness resources on campus.
   ▪ This revitalization will be launched this month and will be consistently monitored for success or improvements.

2. Event Accessibility
   ▪ Communicating with administration and organizations on campus to ensure accessible information is available about campus buildings, to better communicate venue accessibility on event pages.
   ▪ Advocating for accessible signage and access in event spaces on campus.

3. Menstrual Hygiene Initiative
   ▪ With primary help from staff, introduced free Diva Cups to undergraduate students with sign-ups each month.
   ▪ Joined a Canadian university-wide campaign named “Menstruation Matters” to advocate for free menstrual hygiene products across Canada.

4. Student Engagement
   ▪ Increased social media followers by 150% during Orientation Week from giveaways.
   ▪ Introduced a new event, “Coffee with your CSA”, to allow for students to share concerns and feedback in a relaxing, face-to-face environment.
   ▪ Launched data collection and student engagement through increased social media polling and questionnaires on topics surrounding student space, events, CSA services, and divestment.
   ▪ Introduced a “services” tab on social media to increase awareness of all CSA services.

Claudia Idzik, Vice President Student Experience
EXECUTIVE UPDATE: VP EXTERNAL 2019/2020

Hello Gryphon friends! Thank you for joining us tonight, this is where student democracy happens! There has been so much happening at the CSA. I’ve really enjoyed my time serving as your CSA VP External. Below are some highlights of my term so far.

For your reference, my job, duties, and responsibilities can be found in our Bylaws and Policies in Policy Appendix A, Section 14.6. – Vice President External.

EXTERNAL AFFAIRS AND COMMITTEES
- **Green New Deal (GND) Committee** – Green New Deal Town Hall took place September 20 in Peter Clark Hall, 150 people attended the event. This town hall gave students and community a place to address climate issues and how to revamp our society in an environmentally sustainable way.

LOCAL AFFAIRS, EVENTS AND COMMITTEES
- **CSA/GSA Transit Committee** – The CSA and GSA transit committee meets often, and there are exciting changes coming soon! Guelph Transit will be moving towards a tap system where students would tap their student card on the fare box in order to use their Universal Student Bus Pass. This means: NO MORE STICKERS!
- **Parking on Campus** – I have filed a grievance letter against Parking Services for changing the parking system in a way that is extremely unfair to students. This letter consisted of up to 16 student stories and experiences about the parking new system.

CAMPAIGNS
- **We the Students** – Campaign demands more grants not loans, the elimination of tuition fees for all students, increased public funding for public education, protection of students’ independent voices, and the right to organize.
- **Time to Be Bold** – Feral Election campaign educating students on how and where to vote, while also addressing some of the issues that matter to students, such as free post-secondary education, climate action, Indigenous rights, and fairness for international students. Up to 3,236 students voted in the on campus voting polls.
- **United for Equity** – Campaign that challenges the many forms of oppressions that take place in our lives.
- **TAPIN!/ Water is a Human Right** – Campaigns centered around water issues that aim to pressure universities to go bottled water free, while also addressing water scarcity and privatization issues in local and global communities.
- **Fairness for International Students** – Campaign against the unfair tuition fees charged to international students by Post-Secondary Institutions. I have been meeting with international students to hear their stories and address their concerns.
• No Islamophobia – Campaign challenging Islamophobia on campus. I have been collaborating with the Muslim Students Association to bring this campaign to our campus.

• Fossil Free Guelph/ DIVESTMENT – I’ve been working with Fossil Free Guelph to work towards the goal of getting the University of Guelph to divest from the fossil fuel industry. The CSA wrote a letter urging the university to divest.

POLITICAL ENGAGEMENT

• Guelph City Council Meeting delegation – I delegated at the City Council Meeting on Monday, May 27 to support a Climate Emergency motion put forward by James Gordon and Leanne Piper. Council decided to “acknowledge a climate crisis” rather than declaring a climate emergency.

• Bringing student stories to Doug Ford’s Office – On June 21, several student leaders came together and headed to Doug Ford’s office to deliver tweets from students in response to the cuts to OSAP. The office locked its doors on us, preventing any conversations.

• First Time Voter Birthday Party – CSA, Interhall Council, and Residence hosted a first-time voters birthday party for first year students.

• Student Votes Matter – The CSA hosted a night at Brass Taps on October 21st to celebrate student voters.

• Power of Many – The Ontario Federation of Labour hosted an event to “welcome” back MPPs at Queen’s Park on Monday, October 28. This action was a reminder to the Ontario government that we have not forgotten about the massive cuts to public education and that we will continue organizing against these cuts.

• Solidarity with OSSTF and ETFO – The Ontario Secondary School Teachers Federation (OSSTF) and the Elementary Teachers Federation of Ontario (ETFO) have been actively organizing against the changes to public education.

CANADIAN FEDERATION OF STUDENTS (CFS) Local 54 REPRESENTATION

• CFS Ontario Executive Committee (OEC) – First OEC meeting took place May 11 to 12 in Toronto. Second OEC meeting took place October 26 in Toronto.

• CFS Ontario Annual General Meeting (OGM) – The OGM took place from August 15 to 18 in Toronto.

• CFS National Annual General Meeting (NGM) – The first NGM took place from June 8 to 12 in Ottawa. The second NGM took place from November 23 to 26 in Toronto.

• CFS Legal Challenge – CFS and the York Federation of Students (YFS) filed for a legal challenge against the Ontario government’s Student “Choice” Initiative and won! The court hearing took place October 11. On November 21, the Divisional Court unanimously deemed the Student Choice Initiative (SCI) unlawful and inconsistent with statutory scheme regulating universities and colleges. The court also recognized the
long history of independent student unions and sent a strong message that if the government tries to legislate, there would be a strong charter challenge.

GOALS AND PROJECTS

- **CSA Racialized Students Constituency** – The Racialized Students Constituency is a safer space for all racial identity groups across campus to come together to share goals, resources, ideas, and to update one another about some of the initiatives taking place across campus. There aren't very many radicalized students only spaces across our Guelph campus, this group hopes to remedy that. This group aims to make spaces across campus more inclusive, challenge oppression, and run solidarity campaigns.

- **CSA Guelph Environmental Justice Coalition** - The Environmental Justice Coalition is a space for all environmental groups across campus to come together to share goals, resources, ideas, and to update one another about some of the sustainability initiatives taking place across campus.

Horeen Hassan, Vice President External
Hello undergraduate students!

Thank you all for coming out to the CSA Annual General Meeting! For your reference, my job, duties, and responsibilities are outlined in Policy Manual, Appendix A, Section 14.5. – Vice President Academic. Want to work with me on a committee, event, or project? If you want more information about anything listed here, please reach out! I’m happy to meet with you.

Internal CSA
Student Help and Advocacy Centre (SHAC)
- SHAC is a student-run legal information, advocacy, and referral service, where our wonderful staff and volunteers can support you with academic, tenancy, human rights, and financial resources. It is confidential and aims to be inclusive and equitable for all.
- Throughout my term, I have worked alongside our SHAC Coordinator, Maggy, Assistant Coordinators, Sara and Krista, and their wonderful team of volunteers, which included a presentation about academic policies and resources for students. I’ve also been able to support students in SHAC cases.

University Meetings/Committees
Senate and Standing Committees
- I am an ex-officio member of Senate, the university’s highest academic governing body, and its various sub-committees, while co-chairing Student Senate Caucus. Through these, I represent and actively work to protect the academic interests and rights of students.
- I worked with the University Registrar to remove gendered pronouns from the university academic calendars (referring to ‘the student’ as ‘he/she’), aligning these documents more with the UofG Inclusion Framework. This change was approved in Fall 2019.
- I have participated in the development of policies including a maximum weighting for one assessment, academic consideration, and minimum grades to be returned by the 40th class day, all of which are pending final revisions and approval. The protection of the study breaks has also moved forward after being initiated by our previous VP Academic, Natalie.
- I’ve also had the privilege to participate in 10 convocation ceremonies, to celebrate the accomplishments of over 3000 graduating students at the University of Guelph.

Non-Tuition Ancillary Fees Committee
- I have participated in several discussions about the Student Choice Initiative and assisted with review of approximately 150 Student Life Enhancement Fund (SLEF) applications, which are grants awarded for non-academic initiatives that enrich the student experience.

Accessibility Committees
- I have worked with several committees that work towards making this campus more accessible for all students. This includes the Accessible Space Committee, which identifies and actively aims to remove physical barriers around campus. Additionally, the Positive Spaces Committee creating inclusivity training for working with the LGBTQ2S+ community.
Events/Conferences/Trainings

Student Memorial Service
- Every year, the CSA and GSA collaborate to organize a memorial for students who passed away in the previous academic year. Funded by the Health and Dental Committee, we honoured the lives of three students who passed away in the 2018-2019 academic year. The service took place on September 20, 2019 in the Arboretum Centre.

Art in the Bullring
- This is an annual event held in collaboration with the Bullring and Fine Arts Network to celebrate amazing artwork created by students, in which five are chosen to be on display at the Bullring for the remainder of the year. The event took place on November 14, 2019 and was a great success with over 25 artwork pieces submitted.

Academic Campaigns
- Open Access Week took place in October, during which I worked with the Library to hold an event that gathered student stories about their experiences with course materials.
- In November, your VP External and I participated in the Financial Literacy Fair, to raise awareness about the changes to OSAP and institutional funding, as well as to promote campaigns around increasing financial accessibility of post-secondary education.
- At bus pass distribution in January, I asked students how much they spend each semester on required course material. The responses were astonishing, with a majority being several hundreds of dollars. This shows that we must continue to push for accessible education, which would include no-cost course materials, such as open access textbooks.
- Open Education Week is coming up March 2-6, for which I will once again be collaborating with the Library to raise awareness about OERs.

Accessibility Conference
- In May 2019, I attended the Accessibility Conference held here at UofG, where I broadened my knowledge of accessibility in the context of post-secondary institutions. This assisted me in actively bringing an accessibility lens to the work that I’ve am doing.

Centre for Innovation of Campus Mental Health (CICMH) Conference
- This conference offered sessions about promoting student resiliency, standards for psychological health and safety, implementing light therapy and meditation resources, in addition to panels and keynotes about mental health on post-secondary campuses.

CICMH Evaluation 201 / Quality Improvement Trainings
- I attended two workshop-style sessions, which introduced strategies for program and service evaluations beyond user surveys. Through this training I learned about principles, practices, and processes to improve quality of student services.

Teaching Excellence Award
- Nominations for the Teaching Excellence Award are being accepted until February 28. If you know an amazing professor or sessional instructor, please nominate them!
- More information can be found at csaonline.ca/TEA or by contacting me.
Bike Centre

This service update is divided into two paragraphs. First, to describe services that have been offered to students and visitors of the Bike Centre. Second, to describe services that have been provided to volunteers of the Bike Centre. Majority of services are being kept the same. Personal discretion is the only difference in styles of doing things from when Dustin was in charge to now me being in charge of certain things.

I make people tea and I help them learn how to fix their own bike. Generally, they need to clean their chain of rust, grease it up, oil their brakes, and pump tires. I play music that I think would be appreciated by everyone in the Bike Centre. This includes Cat Stevens, Coco Love Alcorn (I got a bicycle) and Queen (I want to ride my bicycle). I have been making posts to our Instagram to let our fan base know about service hours and upcoming events. I also perform basic opening and closing duties (locking doors, locking garage, doing the extra dirty dishes people leave around, sweeping occasionally, stocking naloxone kit in basement which I obtained free via OHIP). I treat every patron with the same respect, kindness, courtesy and attentiveness that I would, myself, like to be treated with.

Volunteers get more benefits, like snacks. As well, we try to hold a weekly movie night on Sunday. Reza or I generally rent the projector on Friday afternoon from the CSA front desk staff and then we watch the movies at 7 pm. I send out weekly emails to volunteers with all the information I can think of that could be of use to them (when our events are, what we require of them). Of course, after I have recognized work they have done that is great, I send out a thank-you email.

So far, I have been enjoying working at the Bike Centre very much. I am looking forward to learning more as I go. I am currently building on a vintage Peugeot frame Reza has acquired, to be sold at the Bike Auction, potentially to my girlfriend (if she can make it!). I am grateful for having been given the opportunity to make a positive contribution to the Bike Centre. I am confident that is what I am doing. I am more than open to constructive criticism and questions.

Owen Marshall Young
Central Coordinator
CSA Bike Centre
The combination of our regular summer clientele along with conference business, private bookings for receptions made for a very busy summer. During the summer semester, we had four full-time staff members (including myself) as well as several part-time casual staff to help with events and days off. We were open Monday to Friday, 8:30 am to 5:00 pm and served on average 250 customers per day. With the exception of a week closure in August, we were open the entire summer.

Our full complement of approximately 45 part time student staff returned in September. In the fall and winter semesters, we are open Monday to Thursday, 8 am to 10 pm (11 pm Wednesdays for Open Stage) and Fridays 8 am to 7 pm. We continue to book private events on weekends. The Fall Semester was very busy, serving upwards of 1300 people daily (which is an increase from last year) and we hope to see that trend continue into Winter 2020.

On-going Programming:
Open Mic – We host this every Wednesday evening during the semester. It is all ages and all talents are encouraged. This weekly event continues to be successful.
Live Music during the day – We have a several student or student groups who play monthly or bimonthly during the daytime.
Bullring Band Night – We hosted our third band night on Friday, October 25 and once again, it was a success. We sold over 110 tickets and had three live bands.
Begonia – In collaboration with the CSA we hosted Begonia on Saturday, November 9 – it was a SOLD-OUT show, and a very good fit for the Bullring, the band and the CSA.
Art in the Ring – took place at the end of November – it’s an adjudicated art competition; the five winners Art is on display in the Bullring until April.

Our Initiatives:
Composting Program
- Coffee Grounds – are diverted out of the garbage stream and get used in the Urban Organic Garden here on campus.
- Vegetable Scraps (food processing) – are diverted to our onsite composter

Compostable Take Out Containers and Cutlery – For over ten years, we have offered these take out containers as an alternative to dining in the Bullring.

Mug Mondays – This idea from two students in a sustainability class has turned into everyday life, reducing waste from single-use coffee cups. We now have a Mug Library. We encourage our clients to bring a reusable mug from home. If they forget, we will lend them one and it can be returned at their leisure. We continue to accept mug donations.

The Bullring will continue to strive to have great customer service, create delicious food and to be as efficient as possible. We look forward to serving you all soon.

Katrina Lindsay
Bullring General Manager
Clubs

The Clubs Office works with more than 120 CSA accredited clubs throughout the year. The Clubs Administrative Coordinator is primarily responsible for the mandatory accreditation process and conflict management among the clubs. The Clubs Programming Coordinator is responsible for Student Event & Risk Management (SE&RM) approvals for the CSA clubs and programming events.

The CSA Clubs Hallway is located on the second floor of the UC. This space includes five meetings rooms that CSA Clubs have first priority to book, the Clubs Lounge, Comfort Room, poster room, lockers and a garage overflow space.

CSA Clubs Days takes place for two days in the UC Courtyard at the beginning of each semester. This is a highly attended event and is a great opportunity for students to interact with the clubs that they are interested in.

To run as a club under the CSA, each club must complete their accreditation process through GryphLife by submitting the appropriate club information and documents. In the Fall 2019 semester, the Clubs Tribunal approved the accreditation of 122 clubs under the CSA, 14 of which were new clubs at our campus. Accreditation for the Winter 2020 semester will be due on February 14.

In order to host events as a club, a SE&RM form must be completed on GryphLife. The SE&RM process allows the CSA to mitigate any risks that may be associated with the event and to ensure club events are covered under our insurance.

This semester, we are working on transition workshops and resources to ensure that incoming executives can hit the ground running in the Fall 2020 semester.

Thibeca Kengatharan
Clubs Administrative Coordinator
Elections

The CSA Elections Office administers the elections process for all positions on the Board of Directors of the CSA. This year, the Elections Office conducted a fall by-election that filled many of the vacant seats on the Board of Directors. Seven candidates ran in the election and five Board positions were filled. This ensured that students had increased representation on the decisions taken by the Board.

The Elections Office has also been working on a plan to increase reach-out to the student body, promoting elections using the theme “Be an Ambassador of Something Bigger”. This includes increased promotion to encourage the nomination of candidates and raise overall awareness and turnout in the election. Some of these promotional materials include banners by Creelman and in the UC, posters across campus and in all residence buildings. One of the barriers identified was that students were unaware of the job requirements of the Board and Executive positions. The elections team has used many tools including tabling, listservs, and social media to increase students’ understanding of the election process and the role of the Board and Executive.

The general election for this year began on January 17, 2020 with the opening of nominations. During the general election, all 14 elected seats on the Board of Directors are vacant and available to run for. In addition, the four Executive positions will be filled. The election period will conclude on Friday, February 14, 2020 at midnight when voting closes. Throughout the election period, the elections team acts as a resource to candidates and voters. They answer any questions, ensure that candidates comply with policy, and work to increase voter turnout.

Going forward, the elections team is continuing to develop new strategies for the CSA to engage more students and ensure that their voices are heard and represented.

Patrick MacCarthy
Chief Returning Officer
FoodBank

The Guelph Student FoodBank is currently supporting just over 370 visitors. As of January 21, 2020, 70% of our visitors are graduate students, 81% are full-time students, and 67% of our students are international. These usage statistics speak to the costs of full-time education, especially for graduate students and international students. We also support 208 dependents, as we afford extra items to each visitor based on the number of people in their family.

The top cited reasons for accessing our services include low-paying job or insufficient hours (41%), high rent/bills or other fixed costs (36%), and unexpected expenses (21%). 38% of our visitors work part-time, 21% live on a scholarship, and 19% are supported by their families. These statistics highlight the issues that our visitors face, and that have become a growing issue in the student community, as well as Guelph’s community at large.

We are looking to establish a poverty awareness campaign to increase knowledge and understanding of student poverty and food insecurity. We believe that awareness is the first step to action. We have a few people involved in the establishment of this campaign, and we are looking for more. If you have any interest in being involved, please contact foodbank@uoguelph.ca.

Our breakfast program runs every Wednesday in the UC Lounge from 9:30 am to 11:30 am. We are promoting this on social media and via posters and would love to continue to spread the word. We are still seeing less folks than we have the capacity for, so we invite you to stop by and grab yourself a coffee, tea, breakfast sandwich or a snack.

We will hold two cooking classes this semester, one at the end of February and another in mid-March. We had excellent turnout for our soup-based cooking class in the fall of last year, and we are hopeful to see good numbers at the next two as well. We will be starting registration shortly.

We have established a system to ensure more visitors are able to get milk and eggs, but we have not perfected our system for produce, and at this time we are unable to extend our produce beyond the first hour after we open on delivery day. We are working towards our fundraising goal and are open to suggestions and assistance in raising funds. We are looking to hold another donation drive in February or March and are planning several other fundraisers in collaboration with Hospitality Services and the Roundtable in downtown Guelph. Stay tuned for more information.

Clarissa Shepherd
FoodBank Coordinator
SafeWalk

SafeWalk had a successful referendum in the Fall of 2019, resulting in increased funding to the program. This allowed SafeWalk to purchase an electric cart that will be used to improve our service. This cart will be tested at the end of Winter 2020 to ensure policies and regulations will be functional for the Fall semester of 2020. We had a moderately-high number of calls for our service in the Fall semester, in part due to a low number of shifts missed overall. This semester, we currently have 64 volunteers, eight over what we require to run consistently, giving added protection against shift cancellations and scheduling conflicts. As a result, in January we missed zero shifts, as compared to five in the Winter of 2019, despite running twice the number of shifts this January compared to last. Usually, we are forced to run reduced hours while we recover our volunteer numbers between semesters, but our retention rate between Fall 2019 and Winter 2020 was above 90% and allowed us to run full hours right from the start of the semester.

We have also received five times the number of calls in January 2020 compared to January 2019. Our social media presence has been expanded, with more consistent posting and advertising of upcoming events. And the introduction of more easily accessible online applications led to a record number of Winter semester applications. Additionally, SafeWalk has been able to expand its advertising in order to ensure all students at the University of Guelph are knowledgeable about the service, and we are currently in the process of proactively preparing next year’s executive with supplies necessary to succeed in our goal of providing a reliable service to all those at the University of Guelph.

Tyler Poirier
Volunteer and Public Relations Coordinator
SafeWalk
Student Event & Risk Management (SE&RM)

The Student Event and Risk Management Coordinator is a very important role that oversees all the events that undergraduate students wish to run throughout the university. The SE&RM process that students undergo is to ensure that student-run events appropriately mitigate risks, comply with our insurance policies, and avoid any possible repercussions or liability with regard to the University’s reputation.

All events that wish to be run must be submitted through the SE&RM form on Gryphlife.com. When an event is approved through the SE&RM process, the SE&RM Committee is saying that we are comfortable letting the University’s insurance policy cover the event. There are quite a few different policies depending on what events entail. They can be as small as a general meeting with food, or as big as a trip overseas, so each one has many different policies and regulations that are situational to the event details.

I want to highlight the importance of having student leaders and executive members be aware of the importance of knowing the different policies that are set in place for different events. Because of this, attending an SE&RM training is always highly recommended as it provides great insight for what needs to be done in order to get an SE&RM form approved by the committee. Overall, our aim is to ensure that undergraduate students are able to run fun, safe and inclusive events for the student body.

Hana Aria
Student Event & Risk Management Coordinator
Greetings CSA Membership!

SHAC or the Student Help and Advocacy Centre is a legal information and referral centre that aims to help students get answers to their legal, housing, financial and human rights questions (along with anything else they may have questions about)! We aim to do this by empowering students through connections to the information they need.

We achieve this in three ways:

1) We curate resources and information that may be relevant to students and young adults, then stock it in the SHAC office.
2) We train and practice with all staff and volunteers how to research for resources that are relevant to specific student questions, and how to help with legal information.
3) We provide a lawyer and a paralegal that students can access FOR FREE to get legal advice!

We see cases of students facing a variety of issues including landlord tenancy issues, maintenance issues, eviction, employment termination, insurance issues, criminal charges, highway traffic act charges, and pretty much anything else you can think of, though the bulk of the cases that we deal with are related to housing and tenancy in some way.

We aim to never have someone leave the SHAC office with an “I don’t know”, if we don’t know the answer or have information on the spot, we will get back to a student with it within 48 hours.

Between May and December 2019, we met with 115 students in the SHAC office, completed 26 FILAC cases and interacted with 220 students through information tabling events on campus, which is on track with or above previous year’s numbers for student engagement!

This W20 semester, we have added an additional SHAC Assistant Coordinator to our team, bringing us up to three paid part time employees and five dedicated volunteers. This addition to our team has allowed us to keep the SHAC office open longer and to turn student cases around sooner. We also hosted three Living off Campus 101 information sessions in residence this semester in parentship with Off Campus Living.

Overall a very successful year so far at SHAC!

Please feel free to reach out to me with any questions you many have about SHAC or its services.

Maggy Watson
SHAC Coordinator
Item 1.12.1.
Motion to Adjourn

**MOTION:** To adjourn the CSA Annual General Meeting on February 12, 2020.

Time:

Moved: 
Seconded: