

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



## Attendance – April 10, 2024

<b>Board of Directors</b>			
<b>At-Large Representatives (Elected)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Jonah Greenhut	College of Arts	Present	
Vacant	College of Arts		
Daniel Spinner	College of Biological Science	Absent	
Nour Kashlan	College of Biological Science	Present	
Jake Levy	College of Engineering and Physical Sciences	Regrets	
Nate Broughton	College of Engineering and Physical Sciences	Present	
Mason Friebe	College of Social and Applied Human Sciences	Absent	
Reem Salloum	College of Social and Applied Human Sciences	Present	
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Present	
Bella Litvak	Ontario Agricultural College	Present	
Hillary Schneider	Ontario Agricultural College	Present	
Noam Einy	Ontario Veterinary College	Present	
Vacant	Ontario Veterinary College		
<b>Member College Government Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Sophie Hughes	College of Arts Student Union	Regrets	
Natalie Wilkinson	College of Biological Science Student Council	Present	
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council	Present	
Rachel Marcus	College of Social and Applied Human Sciences -Student Alliance	Present	
Vacant	Lang Students' Association		
Taylor Legge	Student Federation of the Ontario Agricultural College	Present	
Vacant	Central Veterinary Student Association (OVC)		

# MINUTES

Board of Directors Meeting # 18  
 April 10, 2024 – 6:00 pm  
 Microsoft Teams



<b>Student Organization Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Samantha Scott	Indigenous Student Society (ISS)	Present	
Chikaima Ifezue	Guelph Black Students Association (GBSA)	Absent	
Jayden Khan	Guelph Queer Equality (GQE)	Present	
Danielle Callaghan	Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)	Present	
Joshua Ivan Jacinto	International Student Organization (ISO)	Present	
Krishna Ratnarajah	Interhall Council (IHC)	Absent	
Naomi Amayaevbo	Guelph Campus Co-op	Present	
Eknoor Walia	Ontario Public Interest Research Group	Present	
Marcus Aldred-Ganhao	Student Senate Caucus	Present	D: 8:44pm
Simran Kalra	Board of Governors	Regrets	
<b>Executive (Ex-officio, Non-voting)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Shaima Alam	President	Present	
McKenna Williams	Vice President Student Experience	Present	
Bawneet Singh	Vice President Academic	Present	
Samar Tariq	Vice President External	Present	

<b>Staff</b>	<b>Position</b>
Cameron Olesen	Chair
Colleen Bovay	Policy & Transition Coordinator
Nikki Tu	Scribe

<b>Guest</b>	<b>Affiliation</b>
Samuel Skelhorn	In-Coming Board Chair

*Note: If a Member arrives after the Call to Order, their arrival time (a) is shown above.  
 If they leave before Adjournment, their departure time (d) is shown.  
 If no time is shown in the column, they were present for the entire meeting.*

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

## Summary of Resolutions

### 18.2 Adoption of the Agenda

#### 18.2.1 Approve the Agenda

**MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 10, 2024, be approved as printed and distributed.

**Motion Carried**

**MOTION TO AMEND:** that the agenda be reordered so that **items 18.11.1** through **item 18.11.14** are moved to just after **item 18.4.1 Introductions**.

**Motion Carried**

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 10, 2024, be approved as amended with:

- The reordering of the agenda so that **items 18.11.1** through **item 18.11.14** are moved to just after **item 18.4.1 Introductions**.

**Motion Carried**

### 18.3 Ratifications and De-Ratifications

#### 18.3.1 De-Ratify Directors

**WHEREAS** CSA Bylaw 1 (Organizational) section 4.10.1 states that the Board may decide to remove Directors who fail to perform their duties;

**WHEREAS** CSA Bylaw 1 section 6.2.3 states that the Board of Directors shall have power to de-ratify any Director should they be absent without reasonable cause for two or more consecutive meetings or, three or more regularly scheduled meetings, during one semester;

**WHEREAS** CSA Bylaw 1 section 6.2.4 states that the Board of Directors shall also have the power to de-ratify any Director who fails to complete any mandatory training;

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**WHEREAS** the previous two meetings have lost quorum before all items could be dispensed with, creating delays and undue operational burden;

**WHEREAS** Member Daniel Spinner has been absent without notice from 6 Board of Directors Meetings in the Winter 2024 semester and has attended only 1 of 8 board meetings in the Winter 2024 semester;

**WHEREAS** Member Mason Friebe has been absent without notice from 4 Board of Directors Meetings in the Winter 2024 semester and has attended only 3 of 8 board meetings in the Winter 2024 semester;

**WHEREAS** Member Daniel Neiterman has been absent without notice from 3 Board of Directors Meetings in the Winter 2024 semester and was absent without notice from the mandatory Board Training in January 2024, and has attended only 2 of 8 board meetings in the Winter 2024 semester; and

**WHEREAS** Member Chikaima Ifezue has been absent without notice from 5 Board of Directors Meetings in the Winter 2024 semester and was absent without notice from the mandatory Board Training in the Winter 2024 semester, and has only attended 3 of 8 board meetings in the Winter 2024 semester;

**BE IT RESOLVED** that the following Board Directors be de-ratified from the 2023-2024 CSA Board of Directors, effective immediately:

- Daniel Spinner – Director at Large, College of Biological Sciences
- Mason Friebe – Director at Large, College of Social and Applied Human Sciences
- Daniel Neiterman – Director at Large, Lang School of Business
- Chikaima Ifezue – Director for GBSA

### **Motion Carried**

## **18.6 Executive Committee Minutes**

**MOTION:** That the Minutes be received as information for the following Executive Committee Meetings:

<b>Agenda Item #</b>	<b>Meeting #</b>	<b>Meeting Date</b>
18.6.1	Meeting # 24	February 29, 2024
18.6.2	Meeting # 25	March 14, 2024
18.6.3	Meeting # 26	March 15, 2024

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



18.6.4	Meeting # 27	March 21, 2024
18.6.5	Meeting # 28	March 27, 2024
18.6.6	Meeting # 29	April 2, 2024

## Motion Carried

### 18.7 Executive Updates

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

18.7.1	President	March 27, 2024
18.7.2	President	April 10, 2024
18.7.3	VP Student Experience	March 27, 2024
18.7.4	VP Student Experience	April 10, 2024
18.7.5	VP Academic	March 27, 2024
18.7.6	VP Academic	April 10, 2024
18.7.7	VP External	March 27, 2024
18.7.8	VP External	April 10, 2024

## Motion Carried

### 18.10 Committee Updates and Reports

#### 18.10.1 Summary of Committee Appointments

**MOTION:** That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

## Motion Carried

#### 18.10.2 Hiring Committee Report: Front Office Assistants

**MOTION:** That the hiring of Arshia Puri & Ada Sencio for the positions (2) of Front Office Assistant be approved, as recommended by the Hiring Committee.

## Motion Carried

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.10.3 Hiring Committee Report: Poster Runners

**MOTION:** That the hiring of Hannah Riley & Ellena Song for the positions (2) of Poster Runner be approved, as recommended by the Hiring Committee.

**Motion Carried**

**MOTION:** to discuss item 18.10.4 through item 18.10.8 as omnibus.

**Motion Carried**

**Omnibus Motion:**

**BE IT RESOLVED** that the hiring of Patience Akankwasa for the position of Student Events & Risk Management Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Danielle Callaghan for the position of SHAC Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Isabella Ramirez for the position of SHAC Assistant Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Samuel Skelhorn for the position of Board Chair be approved, as recommended by the Hiring Committee; and

**FURTHER** that the hiring of Kennedy McGregor for the position of Safewalk Coordinator be approved, as recommended by the Hiring Committee.

**Motion Carried**

### 18.10.9 Student Events and Initiatives Funding (SEIF) Committee Minutes

**MOTION:** that the minutes for the following SEIF Committee meeting be received as information by the Board of Directors:

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

Agenda Item #	Meeting #	Meeting Date
18.10.9	Meeting # 4	February 7, 2024

## Motion Carried

**MOTION:** to discuss item 18.10.10 through item 18.10.16 as omnibus.

## Motion Carried

### Omnibus Motion:

**BE IT RESOLVED** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.10	Meeting # 8	February 9, 2024

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.11	Meeting # 1	January 10, 2024

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.12	Meeting # 2	January 24, 2024

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.13	Meeting # 3	February 13, 2024

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**FURTHER** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

<b>Agenda Item #</b>	<b>Meeting #</b>	<b>Meeting Date</b>
18.10.14	Meeting # 9	March 6, 2024

**FURTHER** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

<b>Agenda Item #</b>	<b>Meeting #</b>	<b>Meeting Date</b>
18.10.15	Meeting # 10	March 21, 2024

**AND FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

<b>Agenda Item #</b>	<b>Meeting #</b>	<b>Meeting Date</b>
18.10.16	Meeting # 4	March 19, 2024

**Motion Carried**

### **18.10.17 SEIF Committee Winter 2024 Report**

**MOTION:** That the Student Events and Initiatives Funding Committee Winter 2024 Report, as included in the board agenda package, be received as information;

**Motion Carried**

### **18.10.18 theCannon.ca Operating Committee End-of-Year Report 2023-24**

**MOTION:** That theCannon.ca Operating Committee End-of-Year Report, as included in the board agenda package, be received as information;

**Motion Carried**

### **18.11 Business**



## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.11.1 Approve 2024-2025 CSA Budget

*Notice of this motion was provided at the Board Meeting on April 3, 2024.*

**MOTION:** that the 2024-2025 CSA Budget be approved as provided and as presented by the Business Manager at the April 3, 2024 board meeting.

**Motion Carried**

### 18.11.2 Amendments to Bylaw 1 (Organizational) re. PBRC

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on April 3, 2024.*

**WHEREAS** at the Board of Directors meeting on February 28, 2024 the Board passed a motion to refer the topic of Executive Officer Accountability within CSA bylaws and policies to the PBRC for consideration; and

**WHEREAS** the Policy & Bylaw Review Committee had formed a Working Group to review policies in relation to Executive and Director accountability;

**BE IT RESOLVED** that the amendments to Bylaw 1 (Organizational) be approved as recommended by the PBRC and as included in the Board Agenda Package.

**Motion Carried**

### 18.11.3 Amendments to Bylaw 1 (Organizational) and Bylaw 2 (Electoral) re. PBRC

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on April 3, 2024.*

**MOTION:** that Bylaw 1 (Organizational) Section 5.2.3 be deleted and replaced with the following, as recommended forward by the Policy & Bylaw Review Committee.

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

5.2.3 At all times, there shall be a minimum of three Executive Officers.

- a) If for any reason the CSA is left with less than three Executive Officers, the Board of Directors shall have the authority to appoint Executive Officers. This shall include ensuring that one individual is the Corporate President, and one individual is the Corporate Secretary. The Executive Officer Appointment Process is outlined in Bylaw 2 Electoral, Section 2.3.

**AND FURTHER** that the following section be added to Bylaw 2 (Electoral), as recommended forward by the Policy & Bylaw Review Committee.

## **2.3 Executive Officer Appointment Process**

As outlined in Bylaw 1 Organizational, Section 5.2.3, if for any reason the CSA is left with less than three Executive Officers, the Board of Directors shall have the authority to appoint Executive Officers, using the following process.

- If there is a scheduled Board of Directors meeting within three business days of when it is first known that the CSA will be left with less than three Executive Officers, the Board will pass a motion to initiate the Executive Officer Appointment Process. If there is not a scheduled Board of Directors meeting within this timeline, the Executive Committee will be empowered to motion to initiate the process. Notice of this will be immediately provided to the Board of Directors via email by the President.
- In collaboration with the President, the Policy & Transition Coordinator will ensure a call-out takes place on relevant platforms to advertise the Executive Officer Appointment Process.
- The CRO will provide all interested members with nomination forms to seek no less than 50 valid nomination signatures from CSA Members in Good Standing.
- Candidacy is exclusive, members may seek office for only one position.
- All current CSA Members in Good Standing are eligible to run in the Executive Officer Appointment Process. In addition, individuals who have served as a CSA Board Director or CSA Executive in the past three academic years are also eligible to run.
- Nominations will remain open for a minimum of three business days. One additional business day will be granted to collect any remaining signatures for those who submit their nomination forms by the deadline but have less than 50

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

valid nomination signatures following the verification process .

- Following the CRO’s validation of the nomination signatures, all candidates who meet the allotted requirements will attend a meeting of the Board of Directors to provide a 150-word maximum statement of interest for the position. Board Members will be permitted to ask questions to each candidate following their statement.
- The Board of Directors will then hold a secret ballot vote where the successful candidate(s) is/are determined by a two-thirds majority vote if running uncontested, and a simple majority vote in the case of multiple candidates for one position. The successful candidate(s) will be subsequently ratified and appointed as Executive Officer(s).
- If the Executive Officer Appointment Process occurs following the Winter General Election or a Spring By-Election, the vacancies will be filled for the interim until the Fall By-Election is held. If the Executive Officer Appointment Process takes place after a Fall By-Election, or if the Fall By-Election does not produce a successful candidate to fill the role, the appointed Executive will continue to hold the position until April 30 of the current academic year.

## Motion Carried

### 18.11.4 Winter 2024 General Elections: Ratification of Results

#### BE IT RESOLVED:

- a) that the Winter 2024 General Elections Unofficial Results, as included in the board agenda package, be received as information;
- b) that the results of the Winter 2024 General Elections, as included in the board agenda package, be ratified, and declared official;
- c) that the following CSA Members be ratified as At-Large College Representatives on the 2024-25 CSA Board of Directors, for a term ending April 30, 2025:

<b>College of Engineering and Physical Sciences</b>	Nate Broughton
<b>College of Engineering and Physical Sciences</b>	Jake Levy
<b>Gordon S. Lang School of Business</b>	Daniel Neiterman
<b>Gordon S. Lang School of Business</b>	Manpreet Rattan
<b>Ontario Agricultural College</b>	Chadha Gursimran

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



<b>Ontario Agricultural College</b>	Bella Litvak
<b>Ontario Veterinary College</b>	Noam Einy

## Motion Carried

### 18.11.5 Amendments to CSA Rules of Order Section 6 (In-Camera Policy and Procedures) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** That the Board of Directors approve the amendments resolved from a comprehensive review of CSA Rules of Order Section 6 (In-Camera Policy and Procedures), as included in the board agenda package, and as recommended forward by the Policy & Bylaw Review Committee.

## Motion Carried

### 18.11.6 Amendment to CSA Rules of Order Section 3 (Efficiency of Board Meetings) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the addition of the following sub-section be added to CSA Rules of Order Section 3 (Efficiency of Board Meetings), as recommended forward by the Policy and Bylaw Review Committee:

### 3.13: Suspending the Rules of Order

3.13.1: For the suspension of the Rules of Order, the procedures outlined in Robert's Rules of Order shall be followed with one exception. Where Robert's Rules of Order require a two-thirds vote to suspend the rules, instead a three-fourths vote is required.

## Motion Carried

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.11.7 Amendment to Appendix C (Human Resources) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the Right to Disconnect From Work Policy to be included in Appendix C (Human Resources), as included in the board agenda package, and as recommended forward by the Policy and Bylaw Review Committee.

**Motion Carried**

### 18.11.8 Amendment to Appendix J (Internal) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the Social Media Policy to be included in Appendix J (Internal), as included in the board agenda package, and as recommended forward by the Policy and Bylaw Review Committee.

**Motion Carried**

### 18.11.9 Amendment to Appendix A (Executive Portfolios) Section 3.3.4

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**WHEREAS** within the development of the CSA Events Coordinator position and the VP Student Experience portfolio, it was agreed upon for a permanent staff member to

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

organize Orientation Week programming due to it being an annual undertaking with large-scale events that need to be planned up to six months before;

**WHEREAS** for a staff member to be able to authorize expenses for programming, the budget line for O-Week programming needs to be in their budget portfolio;

**WHEREAS** the O-Week programming budget line is currently in VPSE, and is under consideration to be moved to the Events Coordinator budget; and

**WHEREAS** the Executive Portfolios should be as specific as possible in understanding where their role begins and ends for their responsibilities;

**BE IT RESOLVED** that the attached amendment to Section 3.3.4 of Appendix A (Executive Portfolios) be made to clarify the support the VP Student Experience is to provide to the CSA Events Coordinator regarding Orientation Week.

### **Current wording:**

3.3.4 To support the CSA Events Coordinator with organizing and running Orientation Week events.

### **Proposed Wording:**

3.3.4 To be responsible for robust and successful Orientation Week programming in collaboration with the CSA Events Coordinator.

- To support the CSA Events Coordinator with organizing and running Orientation Week events.
- To ensure that the Executive Committee is fully informed about their participation and understands their responsibilities as pertaining to Orientation week events.

### **Motion Carried**

## **18.11.10 Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum**

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on March 20, 2024.*

**WHEREAS** the Winter 2024 General Election failed to meet quorum in multiple races, including executives;

**WHEREAS** the CSA has a quorum requirement of 10% in all elections;

**WHEREAS** quorum exists to represent students; and

**WHEREAS** there is currently no policy for quorum not being met in any election besides in the case of the online contingency plan Appendix G section 26.8 or Bylaw 2 section 2.2.4 about open executive positions;

**BE IT RESOLVED** that the following policy/appendix amendments be accepted to allow for lower quorum verification in specific circumstances;

**BE IT RESOLVED** a New Section be added to Appendix G that is Labeled section 28-Quorum Contingency, that reads as follows:

28.1.1 In the event that quorum is not reached by the end of the voting period of an election (by-election, winter general, etc.), the CSA Board of Directors shall have the authority to vote to ratify the results of the election under the conditions specified in section 28.2. This requires a two-thirds majority vote and can be applied only to Executive and Board of Directors positions, not referendums.

### **28.2 Eligibility**

28.2.1 The candidate must be in an uncontested election. This means that there is no opposing candidate for any of the executive positions or only two directors running for a director position, **AND** the remaining votes to reach quorum would not change the election outcome.

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

28.2.2 If there is a contested election, this policy can be invoked if the remaining votes to obtain quorum would not change the election outcome.

28.2.3 At least 8.5% of the general membership of the applicable constituency must have voted in the Election.

28.3 Positions achieved through this policy only serve until the next election, where they will be required to resign to re-run **AND** must achieve the 10% quorum in this election. If they do not, this policy cannot be invoked, as the candidate has demonstrated that they are not capable of rallying support on multiple occasions.

**FURTHER** Bylaw 2 - Electoral is updated as follows:

2.1.2 Quorum shall be 10% of the general membership of the applicable constituency.

- a) or 8.5% and other requirements outlined in Appendix G, section 28

2.2.2 Quorum shall be 10% of the general membership of the applicable constituency.

- a) or 8.5% and other requirements outlined in Appendix G, section 28

### **Motion Referred to PBRC**

#### **18.11.11 CSA Events Report**

**MOTION:** that the Board of Directors receive the CSA Events Report by Jack Fisher, CSA Events Coordinator, as included in the board agenda package, as information.

### **Motion Carried**

#### **18.11.12 Appendix F (Clubs Handbook) Policy Manual Update**

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion is hereby provided at the Board meeting on April 3, 2024.*



## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

*This motion will be considered at the Board meeting on April 10, 2024.*

**WHEREAS** the Clubs Garage and Clubs Garage Overflow located on the University Centre's Second Floor is accessible to many CSA clubs; and

**WHEREAS** security of the space and items stored in Club Garage and Garage Overflow Space is an ongoing concern;

**BE IT RESOLVED** that Section 9.5 The Garage (UC 219) of Appendix F be amended to add the following:

9.5 A written or electronic record of all club office hours within the Clubs Garage and Clubs Garage Overflow must be kept. All club executives with access to the space must sign in and sign out when using the space and must include the time and date. This record will include the name of the Club conducting the office hours, the name of the executives hosting the office hours, the student number of the executives, the date, time, and length of the office hours, the sign in time and the sign out time.

All clubs with access to the Clubs garage and Clubs Garage Overflow must provide a list of executives who have access to the space to the Clubs Coordinator and CSA Vice President Student Experience.

Only clubs with lockers and items stored within the Clubs Garage will be able to have a key to the room in order to protect the property stored within the space.

Only clubs with lockers and items stored within the Clubs Garage Overflow will be able to have a key to the room in order to protect the property stored within the space.

No club executive shall use the Club Garage or the Club Garage Overflow other than for Club activities such as office hours, meetings, and events.

Any club found in violation of this section will be striped of the right to access the Clubs Garage and Clubs Garage Overflow and store any items there. Any clubs in violation will also be required to return the key to the CSA.

### **Motion Referred to PBRC**

**18.11.13 Notice: Amendment to Appendix I (Issues Policy) Section 2.4**

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion is hereby provided at the Board meeting on April 10, 2024.*

**WHEREAS** the language in Appendix I (Issues Policy), Section 2.4 is grammatically incorrect; and

**WHEREAS** the language in Section 2.4 should be amended to ensure the CSA has an inclusive and updated Issues Policy;

**BE IT RESOLVED** that the following paragraph in Appendix I (Issues Policy) Section 2.4 be deleted and replaced with the proposed wording below.

### **Current Wording:**

The right to organize events of an athletic, cultural, educational or other nature which serve to promote a sense of identity and community among gay, lesbian, bisexual, transgender, transsexual and intersex people.

### **Proposed Wording:**

“The right to access resources that aid in the development of a positive and healthy identity for lesbian, gay, bisexual, transgender, transsexual, and intersex people.”

### **18.11.14 Updated Job Description: CSA Events Coordinator**

**WHEREAS** an Interim Student Experience Coordinator was hired in May 2022 when the former Programmer retired and VP Student Experience position remained vacant, and stayed on when the VP Student Experience became vacant again to ensure vital events happened;

**WHEREAS** a job description for Interim Student Experience Coordinator was approved on March 23, 2022 to manage the responsibilities of the VP Student Experience (annual events [i.e. Sexy Bingo], and duties [i.e. Clubs Office Supervision], and more), and also some of the Programmer’s responsibilities (i.e. coordinating the Imaginus Poster Sale and hosting live music events);

**WHEREAS** the VP Student Experience role was filled in November 2023 and will be filled again, and has been redefined in the policy update from February 28, 2024 –, and now certain duties have become vital so we need a full-time staff to coordinate O-Week

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

and Homecoming events, supervise the SE&RM coordinator and process, and be the continuing support for event facilitation for the CSA with respect to Live Entertainment, Risk Management, and logistical training;

**WHEREAS** the current Interim Student Experience Coordinator has – over this year – transitioned into fulfilling these essential responsibilities while we had no Programmer, and can use their preexisting skill and experience to amplify the role;

**WHEREAS** the current Student Experience Coordinator has proved to be fiscally and logistically responsible, and has become an integral part of the CSA Permanent Staff Team;

**WHEREAS** the budget for the CSA Events Coordinator – as presented at the April 3rd Board meeting – was created with the current incumbent in mind;

**BE IT RESOLVED** that the following job description for a CSA Events Coordinator be approved as a full-time position;

**FURTHER** be it recommended that the previous interim Student Experience Coordinator stays on and is onboarded into the CSA Events Coordinator position.

## Motion Carried

### 18.14 In Camera

#### 18.14.1 Approval of Past In-Camera Minutes

**MOTION:** That the In-Camera Minutes be approved for the following CSA Board of Directors Meeting:

18.14.1	CSA Board Meeting # 15	February 28, 2024
---------	------------------------	-------------------

## Motion Carried

### 18.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 18 on April 10, 2024, be adjourned at 10:01 pm

## Motion Carried

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

## Agenda – April 10, 2024

<b>18.0</b>	<b>Call to Order</b>	
<b>18.1</b>	<b>Land Acknowledgement</b>	
<b>18.2</b>	<b>Adoption of the Agenda</b> 18.2.1 Approve the Agenda 18.2.2 Declarations of Conflicts	
<b>18.3</b>	<b>Ratifications and De-Ratifications</b> 18.3.1 De-Ratify Directors	
<b>18.4</b>	<b>Comments from the Chair</b> 18.4.1 Introductions and Pronouns	
<b>18.5</b>	<b>Approval of Past Minutes</b>	
<b>18.6</b>	<b>Executive Committee Minutes</b> 18.6.1 Meeting # 24 – February 29, 2024 18.6.2 Meeting # 25 – March 14, 2024 18.6.3 Meeting # 26 – March 15, 2024 18.6.4 Meeting # 27 – March 21, 2024 18.6.5 Meeting # 28 – March 27, 2024 18.6.6 Meeting # 29 – April 2, 2024	
<b>18.7</b>	<b>Executive Updates</b> 18.7.1 President – March 27, 2024 18.7.2 President – April 10, 2024 18.7.3 VP Student Experience – March 27, 2024 18.7.4 VP Student Experience – April 10, 2024 18.7.5 VP Academic – March 27, 2024 18.7.6 VP Academic – April 10, 2024 18.7.7 VP External – March 27, 2024 18.7.8 VP External – April 10, 2024	
<b>18.8</b>	<b>Director Reports</b>	
<b>18.9</b>	<b>CSA Service Update and Report</b>	
<b>18.10</b>	<b>Committee Updates and Reports</b> 18.10.1 Summary of Committee Appointments 18.10.2 Hiring Committee Report: Front Office Assistants 18.10.3 Hiring Committee Report: Poster Runners 18.10.4 Hiring Committee Report: SE&RM Coordinator 18.10.5 Hiring Committee Report: SHAC Coordinator 18.10.6 Hiring Committee Report: SHAC Assistant Coordinator	

# MINUTES

Board of Directors Meeting # 18  
 April 10, 2024 – 6:00 pm  
 Microsoft Teams



	18.10.7 Hiring Committee Report: Board Chair 18.10.8 Hiring Committee Report: SafeWalk Coordinator 18.10.9 SEIF Committee Minutes # 4 – February 7, 2024 18.10.10 PBRC Minutes # 8 – February 9, 2024 18.10.11 Finance Committee Minutes # 1 – January 10, 2024 18.10.12 Finance Committee Minutes # 2 – January 24, 2024 18.10.13 Finance Committee Minutes # 3 – February 13, 2024 18.10.14 PBRC Minutes # 9 – March 6, 2024 18.10.15 PBRC Minutes # 10 – March 21, 2024 18.10.16 Finance Committee Minutes # 4 – March 29, 2024 18.10.17 SEIF Committee Winter 2024 Report 18.10.18 theCannon.ca Operating Committee End-of-Year Report 2023-24	
<b>18.11</b>	<b>Business</b> 18.11.1 Approve CSA 2024-2025 Draft Budget 18.11.2 Amendments to Bylaw 1 (Organizational) re. PBRC 18.11.3 Amendments to Bylaw 1 (Organizational) and Bylaw 2 (Electoral) re. PBRC 18.11.4 Winter 2024 General Elections: Ratification of Results 18.11.5 Amendments to CSA Rules of Order Section 6 re. PBRC 18.11.6 Amendment to CSA Rules of Order Section 3 re. PBRC 18.11.7 Amendment to Appendix C re. PBRC 18.11.8 Amendment to Appendix J re. PBRC 18.11.9 Amendment to Appendix A Section 3.3.4 18.11.10 Appendix G and Bylaw 2 Update to Quorum 18.11.11 CSA Events Report 18.11.12 Notice: Appendix F Policy Manual Update 18.11.13 Issues Policy Amendment 18.11.14 Updated Job Description: CSA Events Coordinator	
<b>18.12</b>	<b>New Business</b> 18.12.1	
<b>18.13</b>	<b>Announcements</b>	
<b>18.14</b>	<b>In Camera Session</b> 18.14.1 Approve In-Camera Minutes – February 28, 2024	
<b>18.15</b>	<b>Adjournment</b>	

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

## Minutes – April 10, 2024

### 18.0 Call to Order

The meeting was called to order at 6:15 pm.

### 18.1 Land Acknowledgement

Member Naomi Amayaevbo delivered the following land acknowledgement:

The place we call Guelph has served as traditional lands and place of refuge for many people over time, but more specifically for the Attawandaron people. The land is held as treaty lands and territory for the Mississaugas of the Credit nation. While we're in this last meeting for the semester, I think and hope that we all remember that we are on borrowed land and that we respect all people of this indigenous land, thank you.

### 18.2 Adoption of the Agenda

#### 18.2.1 Approve the Agenda

**MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 10, 2024, be approved as printed and distributed.

**Moved:** Nate Broughton

**Seconded:** Jonah Greenhut

**Motion Carried**

**MOTION TO AMEND:** that the agenda be reordered so that **items 18.11.1** through **item 18.11.14** are moved to just after **item 18.4.1 Introductions**.

**Moved:** Nate Broughton

**Seconded:** Jonah Greenhut

**Motion Carried**

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 18 on April 10, 2024, be approved as amended with:

- The reordering of the agenda so that **items 18.11.1** through **item 18.11.14** are moved to just after **item 18.4.1 Introductions**.

### **Motion Carried**

## **18.2.2       Declarations of Conflicts**

Member Broughton, Member Wilkinson, and the VP Academic declared conflicts of interest pertaining to any election related items as candidates in the ongoing by-election.

Member Neiterman declared a conflict of interest with item 18.3.1.

Member Callaghan declared a conflict of interest with the SHAC Coordinator Hiring Committee Report, as the successful applicant.

## **18.3   Ratifications and De-Ratifications**

### **18.3.1       De-Ratify Directors**

**WHEREAS** CSA Bylaw 1 (Organizational) section 4.10.1 states that the Board may decide to remove Directors who fail to perform their duties;

**WHEREAS** CSA Bylaw 1 section 6.2.3 states that the Board of Directors shall have power to de-ratify any Director should they be absent without reasonable cause for two or more consecutive meetings or, three or more regularly scheduled meetings, during one semester;

**WHEREAS** CSA Bylaw 1 section 6.2.4 states that the Board of Directors shall also have the power to de-ratify any Director who fails to complete any mandatory training;

**WHEREAS** the previous two meetings have lost quorum before all items could be dispensed with, creating delays and undue operational burden;

**WHEREAS** Member Daniel Spinner has been absent without notice from 6 Board of Directors Meetings in the Winter 2024 semester and has attended only 1 of 8 board meetings in the Winter 2024 semester;

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**WHEREAS** Member Mason Friebe has been absent without notice from 4 Board of Directors Meetings in the Winter 2024 semester and has attended only 3 of 8 board meetings in the Winter 2024 semester;

**WHEREAS** Member Daniel Neiterman has been absent without notice from 3 Board of Directors Meetings in the Winter 2024 semester and was absent without notice from the mandatory Board Training in January 2024, and has attended only 2 of 8 board meetings in the Winter 2024 semester; and

**WHEREAS** Member Chikaima Ifezue has been absent without notice from 5 Board of Directors Meetings in the Winter 2024 semester and was absent without notice from the mandatory Board Training in the Winter 2024 semester, and has only attended 3 of 8 board meetings in the Winter 2024 semester;

**BE IT RESOLVED** that the following Board Directors be de-ratified from the 2023-2024 CSA Board of Directors, effective immediately:

- Daniel Spinner – Director at Large, College of Biological Sciences
- Mason Friebe – Director at Large, College of Social and Applied Human Sciences
- Daniel Neiterman – Director at Large, Lang School of Business
- Chikaima Ifezue – Director for GBSA

**Moved:** Shaima Alam, President

**Seconded:** Jonah Greenhut

### **Motion Carried**

The President motivated that this motion has arise as we've had multiple board meetings recently where we've lost quorum, and it has been consistently the same members who have been absent without notice, which is grounds for removal based on our bylaws. She noted that by de-ratifying these members it will lower our quorum, since it's based on a percentage of our ratified members. She explained that we have been lenient of absences to be accommodating, but now it's affecting the organization.

The Board Chair explained that as Member Neiterman has attended the meeting tonight, he will be allowed to speak to the item and then step out of the meeting for the remainder of the discussion, based on his conflict of interest.

Member Neiterman explained that he understands the requirements of directors and has tried his best to meet those during his terms on the board. As he's currently enrolled in an accounting co-op term and it is tax season, he has been working demanding hours since early March. He feels that the noted 2 out of 8 meetings attended is not fully reflective as



## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

he provided notice of his absence for some meetings, and other meetings missed were emergency meetings on short notice. He intends to attend any following meetings scheduled this semester and is hopeful that he can commit to that.

**MOTION TO AMEND:** to remove Member Neiterman's name from the motion.

**Moved:** Marcus Aldred-Ganhao

**Seconded:** Jonah Greenhut

Member Aldred-Ganhao motivated that Member Neiterman showed up to this meeting and showed his willingness to commit to attending, unlike the other members listed. He has been passionate and has provided excellent input in the past.

Member Greenhut agreed with the previous speaker and noted that the member has committed to attending any additional meetings, should we not get through the full agenda tonight.

Member Broughton noted that the member has only attended now that the de-ratification has come forward, and the member does clearly meet the requirements for being removed per the bylaw.

The President reminded members that the member is in the top two for number of meetings missed. Being a member of the board is a privilege, and the other members in attendance have been consistent in doing their responsibilities. There has been a pattern of poor attendance from the member, not just this semester but in prior ones as well.

**Motion Defeated**

### 18.4 Comments from the Chair

The Chair thanked everyone for attending and issued reminders for participating in online meetings. The Chair reminded members to raise their hands if they have a point of information, point of order, point of parliamentary procedure, or point of personal privilege.

#### 18.4.1 Introductions and Pronouns

Each member provided their name, pronouns, and role on the Board.

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



## 18.6 Executive Committee Minutes

**MOTION:** That the Minutes be received as information for the following Executive Committee Meetings:

Agenda Item #	Meeting #	Meeting Date
18.6.1	Meeting # 24	February 29, 2024
18.6.2	Meeting # 25	March 14, 2024
18.6.3	Meeting # 26	March 15, 2024
18.6.4	Meeting # 27	March 21, 2024
18.6.5	Meeting # 28	March 27, 2024
18.6.6	Meeting # 29	April 2, 2024

**Moved:** Nate Broughton

**Seconded:** Jonah Greenhut

**Motion Carried**

## 18.7 Executive Updates

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

18.7.1	President	March 27, 2024
18.7.2	President	April 10, 2024
18.7.3	VP Student Experience	March 27, 2024
18.7.4	VP Student Experience	April 10, 2024
18.7.5	VP Academic	March 27, 2024
18.7.6	VP Academic	April 10, 2024
18.7.7	VP External	March 27, 2024
18.7.8	VP External	April 10, 2024

**Moved:** Nate Broughton

**Seconded:** Jonah Greenhut

**Motion Carried**

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.7.1 President

The President noted that the main highlight from this past written update was that the elections were starting again.

### 18.7.2 President

The President has been working on end of year appreciation events for staff and the Board. At the Board Appreciation Event, Nate and Mauricio were awarded Director of the Year.

The President and PTC have been planning the transition of the new Executives.

Media-wise, the President has been working with the Promo Coordinator on the website audit to reduce the content of the website and switch to the WordPress platform. We've received a quote for the website redesign but must significantly reduce the page count first.

For committees, the SEIF Committee had their last meeting and submitted a year-end report in the board package. The Cannon.ca Operating Committee has also hosted a final meeting and submitted a report to the Board. PBRC has wrapped up all the projects that had working groups; any newly referred items will carry over to the new term. The Compulsory Fee Committee rejected a number of student fees from increasing. The President noted that she participated in writing a letter to several student leaders, the Provost, and the Board of Governors to express concerns with the growing reliance on increasing student fees to fund their departments. The Student Budget Committee has finished their report as well.

Member Greenhut inquired into the process of the website audit.

The President explained that many pages and links on the website are now unused and outdated but haven't been deleted. Some pages used to be used to specifically advertise for certain events such as Board Meetings, Town Halls, etc., whereas now Instagram is used more for advertising. We'll still have a page dedicated to upcoming events, but not an archive of pages from many years ago.

### 18.7.3 VP Student Experience

The VP Student Experience noted that at the time of this written update, she was doing UC Board Selection which led to four newly appointed UC Board Members.

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

Additionally, she was involved with the St. Patrick's Day Committee and was coordinating with the VP External for the late-night bus service.

The Clubs Office hosted Club Hub on March 18 which went well. Other key events that were underway was the Last Toast and After the Last Toast, as well as the Menstrual Hygiene Giveaway. Stressbusters were also starting to be planned.

### 18.7.4 VP Student Experience

The VP Student Experience shared that The Last Toast and After the Last Toast were successful and had just under 200 people attend each event. There are extra champagne glasses from the Last Toast that we'll be selling in the Front Office for \$8.

The VP Student Experience is now focusing on transitioning in the next VPSE.

Member Greenhut inquired into the stressbusters being run during exams.

The VP Student Experience shared that we're doing Minute to Win it games, a nerf shooting game, a stacking game, and more. These will be either in the UC Courtyard or outside, depending on the weather. The VPSE is also waiting on final confirmation for a breakfast giveaway with The Grove.

### 18.7.5 VP Academic

The VP Academic noted that at the time of this written update, the Teaching Excellence Award was underway. There were 16 nominations and two professors, Professor Mohammed and Professor Ritu, were declared the winners on March 19.

The VP Academic and the Business Manager met with the Fine Arts Network, who collaborate on Art in the Bullring, and decided to increase the prize from \$100 to \$200.

Hiring has been completed for the SHAC Coordinator and Assistant Coordinator.

### 18.7.6 VP Academic

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

The VP Academic has recently been working on an academic misconduct explanation video series, which will be released soon. He spoke with students on campus to inquire into their knowledge of their rights with academic misconduct rulings.

The VP Academic has a meeting arranged with the CEPS Director and Dean regarding the addition of a new program.

Stressbusters are ongoing, as discussed by the VP Student Experience.

The VP Academic has also been advocating for class notes and class recordings to be published. TMU is taking on a similar campaign, so he has reached out to them about collaborating.

### 18.7.7 VP External

The VP External noted that at the time of this written update she was organizing documents to update our service manuals for the Bike Centre and FoodBank.

The VP External was planning a partnership with OPIRG for a screening of a water privatization documentary as a follow-up to World Water Day and the TapIn Campaign. Additionally, the VP External was working with Samantha Casey for the Sustainable Action Fund.

### 18.7.8 VP External

The VP External shared that the service operations manuals are nearly finalized.

For the Water Fountain Directory, the VP External met with Ed Townsley and provided recommendations for obvious spots across central campus that need fountains, which was received positively. She will be passing on the general timelines promised to the incoming VP External during transition to ensure they can hold him accountable. The incoming VPE can also continue the research into the water fountain directory.

The VP External is planning for transition and setting up meet and greets with key collaborators of the VPE role.

Member Greenhut inquired into Ed Townsley's role with the university and asked where the money from the bike auction is allocated to.

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

The VP External explained that Ed Townsley is the VP of Ancillary Services. She noted that the bike auction went very smoothly, and the funds raised will go back to the Bike Centre directly. The funds can be used for projects such as workshops throughout the year, purchasing specific parts for students that may be more expensive, and more.

### 18.8 Director Reports

Member Broughton shared that he has been attending several committees including SEIF Committee, theCannon.ca Operating Committee, and PBRC, which has included several PBRC working groups as well.

### 18.10 Committee Updates and Reports

#### 18.10.1 Summary of Committee Appointments

**MOTION:** That the Summary of Committee Appointments, as presented in the Board Agenda Package, be received as information.

**Moved:** Jonah Greenhut

**Seconded:** Nate Broughton

**Motion Carried**

#### 18.10.2 Hiring Committee Report: Front Office Assistants

**MOTION:** That the hiring of Arshia Puri & Ada Sencio for the positions (2) of Front Office Assistant be approved, as recommended by the Hiring Committee.

**Moved:** Shaima Alam, President

**Seconded:** Jonah Greenhut

**Motion Carried**

#### 18.10.3 Hiring Committee Report: Poster Runners

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**MOTION:** That the hiring of Hannah Riley & Ellena Song for the positions (2) of Poster Runner be approved, as recommended by the Hiring Committee.

**Moved:** Jonah Greenhut  
**Seconded:** Jayden Khan

**Motion Carried**

**MOTION:** to discuss item 18.10.4 through item 18.10.8 as omnibus.

**Moved:** Nate Broughton  
**Seconded:** Naomi Amayaevbo

**Motion Carried**

**Omnibus Motion:**

**BE IT RESOLVED** that the hiring of Patience Akankwasa for the position of Student Events & Risk Management Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Danielle Callaghan for the position of SHAC Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Isabella Ramirez for the position of SHAC Assistant Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Samuel Skelhorn for the position of Board Chair be approved, as recommended by the Hiring Committee; and

**FURTHER** that the hiring of Kennedy McGregor for the position of Safewalk Coordinator be approved, as recommended by the Hiring Committee.

**Moved:** Nate Broughton  
**Seconded:** Jonah Greenhut

**Motion Carried**

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

## 18.10.9 Student Events and Initiatives Funding (SEIF) Committee Minutes

**MOTION:** that the minutes for the following SEIF Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.9	Meeting # 4	February 7, 2024

**Moved:** Jonah Greenhut  
**Seconded:** Nate Broughton

**Motion Carried**

**MOTION:** to discuss item 18.10.10 through item 18.10.16 as omnibus.

**Moved:** Nate Broughton  
**Seconded:** Jonah Greenhut

**Motion Carried**

**Omnibus Motion:**

**BE IT RESOLVED** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.10	Meeting # 8	February 9, 2024

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.11	Meeting # 1	January 10, 2024

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
---------------	-----------	--------------



# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



18.10.12	Meeting # 2	January 24, 2024
----------	-------------	------------------

**FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.13	Meeting # 3	February 13, 2024

**FURTHER** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.14	Meeting # 9	March 6, 2024

**FURTHER** that the minutes for the following PBRC meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.15	Meeting # 10	March 21, 2024

**AND FURTHER** that the minutes for the following Finance Committee meeting be received as information by the Board of Directors:

Agenda Item #	Meeting #	Meeting Date
18.10.16	Meeting # 4	March 19, 2024

**Moved:** Jonah Greenhut  
**Seconded:** Nate Broughton

**Motion Carried**

## 18.10.17 SEIF Committee Winter 2024 Report

**MOTION:** That the Student Events and Initiatives Funding Committee Winter 2024 Report, as included in the board agenda package, be received as information;

**Moved:** Shaima Alam, President  
**Seconded:** Jayden Khan

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### Motion Carried

#### 18.10.18 theCannon.ca Operating Committee End-of-Year Report 2023-24

**MOTION:** That theCannon.ca Operating Committee End-of-Year Report, as included in the board agenda package, be received as information;

**Moved:** Shaima Alam, President

**Seconded:** Jonah Greenhut

The President explained that the Cannon Committee hadn't met in several years, but now it's being reintroduced. The terms of reference were updated this year, and the document outlines the required contents of the end of year report.

The President noted that the most interesting portion of the report outlines the summary of the year and the new direction being taken with the website. The focus has shifted to the classifieds since that's what the students need, and the design has been updated to an accessible format that addressed the prior technical concerns. In addition to the classifieds, there's also more of a focus on providing resources, for example from SHAC and the Guelph Campus Co-Op bookstore.

She noted that the report also includes the meeting minutes from the past year and the financial statements.

### Motion Carried

#### 18.11 Business

##### 18.11.1 Approve 2024-2025 CSA Budget

*Notice of this motion was provided at the Board Meeting on April 3, 2024.*

**MOTION:** that the 2024-2025 CSA Budget be approved as provided and as presented by the Business Manager at the April 3, 2024 board meeting.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

The President reminded members that the proposed budget was overviewed in a presentation by the Business Manager at the last Board meeting, and this motion is to approve the budget for the next fiscal year.

### **Motion Carried**

#### **18.11.2 Amendments to Bylaw 1 (Organizational) re. PBRC**

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on April 3, 2024.*

**WHEREAS** at the Board of Directors meeting on February 28, 2024 the Board passed a motion to refer the topic of Executive Officer Accountability within CSA bylaws and policies to the PBRC for consideration; and

**WHEREAS** the Policy & Bylaw Review Committee had formed a Working Group to review policies in relation to Executive and Director accountability;

**BE IT RESOLVED** that the amendments to Bylaw 1 (Organizational) be approved as recommended by the PBRC and as included in the Board Agenda Package.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

The President explained that these amendments reenforce the expectations of executive for the required hours worked and to not take more than one credit or have conflicting employment. These items will be verified each semester and will be taken to the board if the base guidelines aren't being met.

**MOTION:** to call the question.

**Moved:** Marcus Aldred-Ganhao

**Seconded:** Jonah Greenhut

**Motion Carried**

**Roll Call Vote:**

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**Members in favour:** Marcus Aldred-Ganhao, Taylor Legge, Jayden Khan, Reem Salloum, Jonah Greenhut, Mauricio Fernandez, Eknor Walia, Hillary Schneider, Noam Einy, Naomi Amayaevbo, Danielle Callaghan, Bella Litvak, Rachel Marcus, Joshua Jacinto, Abdul Rafe Khan.

**Members Opposed:** None.

### Motion Carried

#### 18.11.3 Amendments to Bylaw 1 (Organizational) and Bylaw 2 (Electoral) re. PBRC

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on April 3, 2024.*

**MOTION:** that Bylaw 1 (Organizational) Section 5.2.3 be deleted and replaced with the following, as recommended forward by the Policy & Bylaw Review Committee.

5.2.3 At all times, there shall be a minimum of three Executive Officers.

- b) If for any reason the CSA is left with less than three Executive Officers, the Board of Directors shall have the authority to appoint Executive Officers. This shall include ensuring that one individual is the Corporate President, and one individual is the Corporate Secretary. The Executive Officer Appointment Process is outlined in Bylaw 2 Electoral, Section 2.3.

**AND FURTHER** that the following section be added to Bylaw 2 (Electoral), as recommended forward by the Policy & Bylaw Review Committee.

#### 2.3 Executive Officer Appointment Process

As outlined in Bylaw 1 Organizational, Section 5.2.3, if for any reason the CSA is left with less than three Executive Officers, the Board of Directors shall have the authority to appoint Executive Officers, using the following process.

- If there is a scheduled Board of Directors meeting within three business days of when it is first known that the CSA will be left with less than three Executive Officers, the Board will pass a motion to initiate the Executive Officer

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

Appointment Process. If there is not a scheduled Board of Directors meeting within this timeline, the Executive Committee will be empowered to motion to initiate the process. Notice of this will be immediately provided to the Board of Directors via email by the President.

- In collaboration with the President, the Policy & Transition Coordinator will ensure a call-out takes place on relevant platforms to advertise the Executive Officer Appointment Process.
- The CRO will provide all interested members with nomination forms to seek no less than 50 valid nomination signatures from CSA Members in Good Standing.
- Candidacy is exclusive, members may seek office for only one position.
- All current CSA Members in Good Standing are eligible to run in the Executive Officer Appointment Process. In addition, individuals who have served as a CSA Board Director or CSA Executive in the past three academic years are also eligible to run.
- Nominations will remain open for a minimum of three business days. One additional business day will be granted to collect any remaining signatures for those who submit their nomination forms by the deadline but have less than 50 valid nomination signatures following the verification process .
- Following the CRO's validation of the nomination signatures, all candidates who meet the allotted requirements will attend a meeting of the Board of Directors to provide a 150-word maximum statement of interest for the position. Board Members will be permitted to ask questions to each candidate following their statement.
- The Board of Directors will then hold a secret ballot vote where the successful candidate(s) is/are determined by a two-thirds majority vote if running uncontested, and a simple majority vote in the case of multiple candidates for one position. The successful candidate(s) will be subsequently ratified and appointed as Executive Officer(s).
- If the Executive Officer Appointment Process occurs following the Winter General Election or a Spring By-Election, the vacancies will be filled for the interim until the Fall By-Election is held. If the Executive Officer Appointment Process takes place after a Fall By-Election, or if the Fall By-Election does not produce a successful candidate to fill the role, the appointed Executive will continue to hold the position until April 30 of the current academic year.

# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



**Moved:** Shaima Alam, President

**Seconded:** Jonah Greenhut

The President explained that we needed to create a proper executive appointment process as we're required to have at least three executives at all times, and must appoint executives if it falls below the requirement.

## Roll Call Vote:

**Members in favour:** Marcus Aldred-Ganhao, Taylor Legge, Jayden Khan, Reem Salloum, Jonah Greenhut, Mauricio Fernandez, Eknoor Walia, Hillary Schneider, Noam Einy, Naomi Amayaevbo, Danielle Callaghan, Bella Litvak, Rachel Marcus, Joshua Jacinto, Abdul Rafe Khan.

**Members Opposed:** None

## Motion Carried

### 18.11.4 Winter 2024 General Elections: Ratification of Results

#### BE IT RESOLVED:

- d) that the Winter 2024 General Elections Unofficial Results, as included in the board agenda package, be received as information;
- e) that the results of the Winter 2024 General Elections, as included in the board agenda package, be ratified, and declared official;
- f) that the following CSA Members be ratified as At-Large College Representatives on the 2024-25 CSA Board of Directors, for a term ending April 30, 2025:

<b>College of Engineering and Physical Sciences</b>	Nate Broughton
<b>College of Engineering and Physical Sciences</b>	Jake Levy
<b>Gordon S. Lang School of Business</b>	Daniel Neiterman
<b>Gordon S. Lang School of Business</b>	Manpreet Rattan
<b>Ontario Agricultural College</b>	Chadha Gursimran
<b>Ontario Agricultural College</b>	Bella Litvak
<b>Ontario Veterinary College</b>	Noam Einy

**Moved:** Shaima Alam, President

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**Seconded:** Jonah Greenhut

**Motion Carried**

### 18.11.5 Amendments to CSA Rules of Order Section 6 (In-Camera Policy and Procedures) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** That the Board of Directors approve the amendments resolved from a comprehensive review of CSA Rules of Order Section 6 (In-Camera Policy and Procedures), as included in the board agenda package, and as recommended forward by the Policy & Bylaw Review Committee.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

The President motivated that these amendments help ensure that in-camera sessions aren't entered into unnecessarily. The threshold to enter in-camera outside of the strict criteria that require in-camera sessions has been increased.

Member Greenhut asked for clarification on what a protected minority of three entails.

The President explained that if three members oppose to the motion to move in-camera, the motion will be defeated.

The Board Chair recommended a wording change to define that the protected minority can defeat the motion.

**MOTION TO AMEND:** to change the wording to “unless a protected minority of three members are opposed”.

**Moved:** Nate Broughton

**Seconded:** Shaima Alam, President

**Motion Carried**

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.11.6 Amendment to CSA Rules of Order Section 3 (Efficiency of Board Meetings) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the addition of the following sub-section be added to CSA Rules of Order Section 3 (Efficiency of Board Meetings), as recommended forward by the Policy and Bylaw Review Committee:

#### 3.13: Suspending the Rules of Order

3.13.1: For the suspension of the Rules of Order, the procedures outlined in Robert's Rules of Order shall be followed with one exception. Where Robert's Rules of Order require a two-thirds vote to suspend the rules, instead a three-fourths vote is required.

**Moved:** Nate Broughton

**Seconded:** Jonah Greenhut

Member Broughton motivated that this item arose as for a period of meetings, the rules of order were frequently being suspended to add items to the agenda. It seemed appropriate to raise the voting threshold needed to suspend the rules in hopes that it will dissuade members from using it without a good reason, as it's important for members to be able to look at all agenda items prior to the meeting.

**Motion Carried**

### 18.11.7 Amendment to Appendix C (Human Resources) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the Right to Disconnect From Work Policy to be included in Appendix C (Human Resources), as included in the board agenda package, and as recommended forward by the Policy and Bylaw Review Committee.



## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**Moved:** Shaima Alam, President

**Seconded:** Jonah Greenhut

The President explained that this addition to policy was made necessary by government legislation that requires Ontario workplaces to have a disconnect from work policy.

**Motion Carried**

### 18.11.8 Amendment to Appendix J (Internal) re. PBRC

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**MOTION:** that the Board of Directors approve the Social Media Policy to be included in Appendix J (Internal), as included in the board agenda package, and as recommended forward by the Policy and Bylaw Review Committee.

**Moved:** Shaima Alam, President

**Seconded:** Marcus Aldred-Ganhao

The President explained that we've introduced several processes and guidelines regarding promotions and social media this year. This policy outlines the rules for staff that operate our social media accounts.

**Motion Carried**

### 18.11.9 Amendment to Appendix A (Executive Portfolios) Section 3.3.4

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion was provided at the Board meeting on March 27, 2024.*

**WHEREAS** within the development of the CSA Events Coordinator position and the VP Student Experience portfolio, it was agreed upon for a permanent staff member to

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

organize Orientation Week programming due to it being an annual undertaking with large-scale events that need to be planned up to six months before;

**WHEREAS** for a staff member to be able to authorize expenses for programming, the budget line for O-Week programming needs to be in their budget portfolio;

**WHEREAS** the O-Week programming budget line is currently in VPSE, and is under consideration to be moved to the Events Coordinator budget; and

**WHEREAS** the Executive Portfolios should be as specific as possible in understanding where their role begins and ends for their responsibilities;

**BE IT RESOLVED** that the attached amendment to Section 3.3.4 of Appendix A (Executive Portfolios) be made to clarify the support the VP Student Experience is to provide to the CSA Events Coordinator regarding Orientation Week.

### Current wording:

3.3.4 To support the CSA Events Coordinator with organizing and running Orientation Week events.

### Proposed Wording:

3.3.4 To be responsible for robust and successful Orientation Week programming in collaboration with the CSA Events Coordinator.

- To support the CSA Events Coordinator with organizing and running Orientation Week events.
- To ensure that the Executive Committee is fully informed about their participation and understands their responsibilities as pertaining to Orientation week events.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

The President reminded members that this appendix was overhauled earlier in the semester, and it's been updated to be very accurate to the roles of each executive. More recently, the Events Coordinator job description was updated, which included changes to the depth of their role with planning orientation week. This amendment is to reflect the updated role of the Events Coordinator.

### Motion Carried

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### 18.11.10 Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Note: Bylaw 1 - Organizational, Section 12, states that amendments to a CSA Bylaw require one Board meeting notice. Bylaw amendments require a two-thirds majority vote at a Board meeting.*

*Notice of this motion was provided at the Board meeting on March 20, 2024.*

**WHEREAS** the Winter 2024 General Election failed to meet quorum in multiple races, including executives;

**WHEREAS** the CSA has a quorum requirement of 10% in all elections;

**WHEREAS** quorum exists to represent students; and

**WHEREAS** there is currently no policy for quorum not being met in any election besides in the case of the online contingency plan Appendix G section 26.8 or Bylaw 2 section 2.2.4 about open executive positions;

**BE IT RESOLVED** that the following policy/appendix amendments be accepted to allow for lower quorum verification in specific circumstances;

**BE IT RESOLVED** a New Section be added to Appendix G that is Labeled section 28-Quorum Contingency, that reads as follows:

28.1.1 In the event that quorum is not reached by the end of the voting period of an election (by-election, winter general, etc.), the CSA Board of Directors shall have the authority to vote to ratify the results of the election under the conditions specified in section 28.2. This requires a two-thirds majority vote and can be applied only to Executive and Board of Directors positions, not referendums.

### 28.2 Eligibility

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

28.2.1 The candidate must be in an uncontested election. This means that there is no opposing candidate for any of the executive positions or only two directors running for a director position, **AND** the remaining votes to reach quorum would not change the election outcome.

28.2.2 If there is a contested election, this policy can be invoked if the remaining votes to obtain quorum would not change the election outcome.

28.2.3 At least 8.5% of the general membership of the applicable constituency must have voted in the Election.

28.3 Positions achieved through this policy only serve until the next election, where they will be required to resign to re-run **AND** must achieve the 10% quorum in this election. If they do not, this policy cannot be invoked, as the candidate has demonstrated that they are not capable of rallying support on multiple occasions.

**FURTHER** Bylaw 2 - Electoral is updated as follows:

2.1.2 Quorum shall be 10% of the general membership of the applicable constituency.

b) **or 8.5% and other requirements outlined in Appendix G, section 28**

2.2.2 Quorum shall be 10% of the general membership of the applicable constituency.

b) **or 8.5% and other requirements outlined in Appendix G, section 28**

**Moved:** Jonah Greenhut

**Seconded:** Marcus Aldred-Ganhao

Member Greenhut explained that this item was discussed last week and was about to be motioned to be referred to PBRC when the meeting lost quorum. He supports sending it to PBRC for discussion.

**MOTION:** to send the item to PBRC with feedback returned by the fall semester.

**Moved:** Naomi Amayaevbo

**Seconded:** Jonah Greenhut

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

### Motion Carried

#### 18.11.11 CSA Events Report

**MOTION:** that the Board of Directors receive the CSA Events Report by Jack Fisher, CSA Events Coordinator, as included in the board agenda package, as information.

**Moved:** Nate Broughton

**Seconded:** Naomi Amayaevbo

### Motion Carried

#### 18.11.12 Appendix F (Clubs Handbook) Policy Manual Update

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion is hereby provided at the Board meeting on April 3, 2024.*

*This motion will be considered at the Board meeting on April 10, 2024.*

**WHEREAS** the Clubs Garage and Clubs Garage Overflow located on the University Centre's Second Floor is accessible to many CSA clubs; and

**WHEREAS** security of the space and items stored in Club Garage and Garage Overflow Space is an ongoing concern;

**BE IT RESOLVED** that Section 9.5 The Garage (UC 219) of Appendix F be amended to add the following:

9.5 A written or electronic record of all club office hours within the Clubs Garage and Clubs Garage Overflow must be kept. All club executives with access to the space must sign in and sign out when using the space and must include the time and date. This record will include the name of the Club conducting the office hours, the name of the executives hosting the office hours, the student number of the executives, the date, time, and length of the office hours, the sign in time and the sign out time.

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

All clubs with access to the Clubs garage and Clubs Garage Overflow must provide a list of executives who have access to the space to the Clubs Coordinator and CSA Vice President Student Experience.

Only clubs with lockers and items stored within the Clubs Garage will be able to have a key to the room in order to protect the property stored within the space.

Only clubs with lockers and items stored within the Clubs Garage Overflow will be able to have a key to the room in order to protect the property stored within the space.

No club executive shall use the Club Garage or the Club Garage Overflow other than for Club activities such as office hours, meetings, and events.

Any club found in violation of this section will be striped of the right to access the Clubs Garage and Clubs Garage Overflow and store any items there. Any clubs in violation will also be required to return the key to the CSA.

**Moved:** Marcus Aldred-Ganhao  
**Seconded:** Jonah Greenhut

Member Aldred-Ganhao motivated that there's no specific policies in place to protect the garage space, and thefts could occur in the future. He would like to implement this policy to track who's in the space, who has access, and to limit access for clubs that don't have items in the space.

**MOTION:** to send the item to PBRC.

**Moved:** Nate Broughton  
**Seconded:** Jonah Greenhut

**Motion Carried**

### 18.11.13 Notice: Amendment to Appendix I (Issues Policy) Section 2.4

*Note: Bylaw 4 – Policy of the CSA, Section 2.2 states that amendments to a policy require one Board meeting notice, and a two-thirds majority vote at a meeting of the Board.*

*Notice of this motion is hereby provided at the Board meeting on April 10, 2024.*

**WHEREAS** the language in Appendix I (Issues Policy), Section 2.4 is grammatically incorrect; and

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**WHEREAS** the language in Section 2.4 should be amended to ensure the CSA has an inclusive and updated Issues Policy;

**BE IT RESOLVED** that the following paragraph in Appendix I (Issues Policy) Section 2.4 be deleted and replaced with the proposed wording below.

### **Current Wording:**

The right to organize events of an athletic, cultural, educational or other nature which serve to promote a sense of identity and community among gay, lesbian, bisexual, transgender, transsexual and intersex people.

### **Proposed Wording:**

“The right to access resources that aid in the development of a positive and healthy identity for lesbian, gay, bisexual, transgender, transsexual, and intersex people.”

### **18.11.14 Updated Job Description: CSA Events Coordinator**

**WHEREAS** an Interim Student Experience Coordinator was hired in May 2022 when the former Programmer retired and VP Student Experience position remained vacant, and stayed on when the VP Student Experience became vacant again to ensure vital events happened;

**WHEREAS** a job description for Interim Student Experience Coordinator was approved on March 23, 2022 to manage the responsibilities of the VP Student Experience (annual events [i.e. Sexy Bingo], and duties [i.e. Clubs Office Supervision], and more), and also some of the Programmer’s responsibilities (i.e. coordinating the Imaginus Poster Sale and hosting live music events);

**WHEREAS** the VP Student Experience role was filled in November 2023 and will be filled again, and has been redefined in the policy update from February 28, 2024 –, and now certain duties have become vital so we need a full-time staff to coordinate O-Week and Homecoming events, supervise the SE&RM coordinator and process, and be the continuing support for event facilitation for the CSA with respect to Live Entertainment, Risk Management, and logistical training;

**WHEREAS** the current Interim Student Experience Coordinator has – over this year – transitioned into fulfilling these essential responsibilities while we had no Programmer, and can use their preexisting skill and experience to amplify the role;

## MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

**WHEREAS** the current Student Experience Coordinator has proved to be fiscally and logistically responsible, and has become an integral part of the CSA Permanent Staff Team;

**WHEREAS** the budget for the CSA Events Coordinator – as presented at the April 3rd Board meeting – was created with the current incumbent in mind;

**BE IT RESOLVED** that the following job description for a CSA Events Coordinator be approved as a full-time position;

**FURTHER** be it recommended that the previous interim Student Experience Coordinator stays on and is onboarded into the CSA Events Coordinator position.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

**Motion Carried**

### 18.12. New Business

No New Business was presented at this meeting.

### 18.13 Announcements

Members provided personal updates and information regarding their involvement in groups on campus.

The President thanked those who attended the Board Appreciation Event and reminded members to pick up their gift at the CSA Front Office.

### 18.14 In Camera

**MOTION:** to move in-camera.

**Moved:** Jonah Greenhut

**Seconded:** Nate Broughton

**Motion Carried**



# MINUTES

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



---

## 18.14.1 Approval of Past In-Camera Minutes

**MOTION:** That the In-Camera Minutes be approved for the following CSA Board of Directors Meeting:

18.14.1	CSA Board Meeting # 15	February 28, 2024
---------	------------------------	-------------------

**Moved:** Nate Broughton  
**Seconded:** Naomi Amayaevbo

**Motion Carried**

**MOTION:** to close the in-camera session.

**Moved:** Nate Broughton  
**Seconded:** Jonah Greenhut

**Motion Carried**

## 18.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 18 on April 10, 2024 be adjourned at 10:01 pm.

**Moved:** Jonah Greenhut  
**Seconded:** Nour Kashlan

**Motion Carried**

**MINUTES**

Board of Directors Meeting # 18  
April 10, 2024 – 6:00 pm  
Microsoft Teams



**Approved by the Board of Directors**

**Date: June 19, 2024**

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

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

Cameron Olesen  
Board Chair

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

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

Colleen Bovay  
Policy & Transition Coordinator