

MINUTES

Board of Directors Meeting # 17

April 3, 2024 – 5:30 pm

Microsoft Teams



Attendance – April 3, 2024

Board of Directors			
At-Large Representatives (Elected)		Present / Regrets	Arrived / Departed
Jonah Greenhut	College of Arts	Present	
Vacant	College of Arts		
Daniel Spinner	College of Biological Science	Absent	
Nour Kashlan	College of Biological Science	Present	d: 6:13pm
Jake Levy	College of Engineering and Physical Sciences	Present	
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	d: 8:15pm
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Regrets	
Bella Litvak	Ontario Agricultural College	Present	
Hillary Schneider	Ontario Agricultural College	Regrets	
Noam Einy	Ontario Veterinary College	Absent	
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		Present / Regrets	Arrived / Departed
Sophie Hughes	College of Arts Student Union	Absent	
Natalie Wilkinson	College of Biological Science Student Council	Present	a: 7:56pm
Abdul Rafe Khan	College of Engineering and Physical Sciences Student Council	Absent	
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	d: 7:54pm
Vacant	Central Veterinary Student Association (OVC)		

MINUTES

Board of Directors Meeting # 17

April 3, 2024 – 5:30 pm

Microsoft Teams



Student Organization Representatives (Appointed)		Present / Regrets	Arrived / Departed
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)	Absent	
Krishna Ratnarajah	Interhall Council (IHC)	Absent	
Naomi Amayaevbo	Guelph Campus Co-op	Present	
Eknor Walia	Ontario Public Interest Research Group	Present	a: 5:46pm d: 8:05pm
Marcus Aldred-Ganhao	Student Senate Caucus	Present	
Simran Kalra	Board of Governors	Absent	
Executive (Ex-officio, Non-voting)		Present / Regrets	Arrived / Departed
Shaima Alam	President	Present	
McKenna Williams	Vice President Student Experience	Regrets	
Bawneet Singh	Vice President Academic	Present	
Samar Tariq	Vice President External	Present	

Staff	Position
Cameron Olesen	Chair
Colleen Bovay	Policy & Transition Coordinator
Nikki Tu	Scribe

Guest	Affiliation
Lee Anne Clarke	CSA Business Manager
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 # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Summary of Resolutions

17.2 Adoption of the Agenda

17.2.1 Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 3, 2024, be approved as printed and distributed.

Motion Carried

MOTION TO AMEND: that the agenda be reordered so that **items 17.11.1** through **item 17.11.12** are moved to just after **item 17.5 Approval of Past Minutes;**

FURTHER that the following new business items be added to the agenda:

- Item 17.12.1 Notice Approved the CSA 2024-2025 Draft Operating Budget;
- Item 17.12.2 Approval SafeWalk Reserve Funds Transfer;
- Item 17.12.3 Notice Amendments to Bylaw 1 Organizational Re. PBRC; and
- Item 17.12.4 Notice amendments to Bylaw 1 Organizational and Bylaw 2 Electoral re. PBRC.

AND FURTHER that the agenda be reordered so that item 17.12.2 Approval of SafeWalk Reserve Fund Transfers is moved to just after item 17.11.1 Overview of the 2024-25 Draft CSA Budget.

Motion Carried

AMEND THE AMENDMENT by moving items 17.11.9 and 17.11.10 to just after item 17.12.2 Approval of SafeWalk Reserve Funds Transfer.

Motion Carried

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 3, 2024, be approved as amended with:

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



-
- The reordering of the agenda so that items 17.11.1 through item 17.11.12 are moved to just after item 17.5 Approval of Past Minutes;
 - The addition of 17.12.1, 17.12.2, 17.12.3, and 17.12.4 as new business items;
 - The reordering of the agenda so that item 17.12.2 Approval of SafeWalk Reserve Fund Transfers moved to just after item 17.11.1 Overview of the 2024-25 Draft CSA Budget; and
 - The reordering of the agenda to move items 17.11.9 and 17.11.10 to just after item 17.12.2.

Motion Carried

17.5 Approval of Past Minutes

17.5.1 Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following CSA Board of Directors Meeting:

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

Motion Carried

17.11 Business

17.11.1 Overview of the 2024-2025 Draft CSA Budget – Lee Anne Clarke, Business Manager

(a) Speaking Rights: Business Manager

WHEREAS CSA Rules of Order section 3.3 states that visitors may be extended speaking rights following a motion to the Board;

MOTION: to extend speaking rights to Lee Anne Clarke, Business Manager, for the duration of item 17.11.1 to present an overview of the contents of the CSA 2024-2025 Draft Budget and to respond to questions that arise from members during discussion of this item;

AND FURTHER to extend speaking time from 10 minutes to 30 minutes for this presentation.

Motion Carried

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



(b) Presentation: Business Manager

MOTION: that the presentation from Lee Anne Clarke, Business Manager, regarding the overview of the CSA 2024-2025 Draft Budget, be received as information by the Board of Directors.

Motion Carried

17.11.9 Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification

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 is now in a position of spending more money, stopping other responsibilities to focus on ensuring we are a viable organization after April 30th;

WHEREAS candidates believed they had reached quorum and stopped the campaign to the same extent. This does not mean they stopped fully, as each candidate's goal should be to achieve maximum support. Still, we understand candidates are often students and have to balance elections and academics, and so reaching a quorum then shifts the balance;

WHEREAS only during the post-election verification did it become clear that over 125 votes from multiple races needed to be disqualified; and

WHEREAS new elections are forthcoming, and we want to ensure that this election and future elections are successful;

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



BE IT RESOLVED that the following policy/appendix amendments be accepted to allow for ongoing quorum verification:

FURTHER: Appendix G (Electoral) be amended to add the following to Section 23 Ballot Counting Process:

23.2 New votes should be verified at least once every two business days, and a verified quorum update should be shared with candidates and posted to the CSA website at least once every two business days.

Motion Carried

17.12. New Business

17.12.1 Notice: Approve 2024-2025 CSA Budget

The following motion will be considered at the Board Meeting on April 10, 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.

Notes

2024-2025 Budget Approval Process

- Directors will be provided with a copy of the draft budget prior to the April 3 Board Meeting.
- The Business Manager will present an overview of the draft budget at the April 3 Board Meeting.
- Questions and discussion are encouraged at both the April 3 and April 10 board meetings to fully understand the format and content.
- Debate on budget items (if applicable) and a vote to approve the draft budget will be scheduled at the April 10 Board meeting.
- If board members have questions regarding the draft budget between the April 3 and April 10 Board meetings, they are encouraged to reach out to members of the Finance Committee, the President, or the Business Manager.

17.12.2 Approval of SafeWalk Reserve Funds Transfer

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



WHEREAS SafeWalk purchased a 2020 Polaris GEM electric utility vehicle in July 2020 for the purpose of service expansion,

WHEREAS the electric vehicle was recorded as an asset invested in CSA Capital Assets on the YE 2022 Auditor's Report, and

WHEREAS SafeWalk receives separately collected student fees; BE IT RESOLVED that the purchase price of \$26,995.00 be transferred from the SafeWalk Reserve Account #11840 to the CSA's Accumulated Surplus Account #12050, as recommended by the Finance Committee.

Motion Carried

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Agenda – April 3, 2024

17.0	Call to Order	
17.1	Land Acknowledgement Member Nour Kashlan	
17.2	Adoption of the Agenda 17.2.1 Approve the Agenda 17.2.2 Declarations of Conflicts	
17.3	Ratifications and De-Ratifications	
17.4	Comments from the Chair 17.4.1 Introductions and Pronouns	
17.5	Approval of Past Minutes 17.5.1 Meeting # 15 – February 28, 2024	
17.6	Executive Committee Minutes 17.6.1 Meeting # 24 – February 29, 2024 17.6.2 Meeting # 25 – March 14, 2024 17.6.3 Meeting # 26 – March 15, 2024 17.6.4 Meeting # 27 – March 21, 2024	
17.7	Executive Updates 17.7.1 President – March 27, 2024 17.7.2 President – April 3, 2024 17.7.3 VP Student Experience – March 27, 2024 17.7.4 VP Student Experience – April 3, 2024 17.7.5 VP Academic – March 27, 2024 17.7.6 VP Academic – April 3, 2024 17.7.7 VP External – March 27, 2024 17.7.8 VP External – April 3, 2024	
17.8	Director Reports	
17.9	CSA Service Update and Report	
17.10	Committee Updates and Reports 17.10.1 Summary of Committee Appointments 17.10.2 Hiring Committee Report: Front Office Assistants 17.10.3 Hiring Committee Report: Poster Runners 17.10.4 Hiring Committee Report: SE&RM Coordinator 17.10.5 Hiring Committee Report: SHAC Coordinator 17.10.6 Hiring Committee Report: SHAC Assistant Coordinator 17.10.7 Hiring Committee Report: Board Chair	

MINUTES

Board of Directors Meeting # 17
 April 3, 2024 – 5:30 pm
 Microsoft Teams



	17.10.8 Hiring Committee Report: SafeWalk Coordinator 17.10.9 SEIF Committee Minutes # 4 – February 7, 2024 17.10.10 PBRC Minutes # 8 – February 9, 2024 17.10.11 Finance Committee Minutes # 1 – January 10, 2024 17.10.12 Finance Committee Minutes # 2 – January 24, 2024 17.10.13 Finance Committee Minutes # 3 – February 13, 2024 17.10.14 PBRC Minutes # 9 – March 6, 2024	
17.11	Business 17.11.1 Overview of the 2024-2025 Draft CSA Budget – Lee Anne Clarke, Business Manager 17.11.2 Winter 2024 General Elections: Ratification of Results 17.11.3 Amendments to CSA Rules of Order Section 6 re. PBRC 17.11.4 Amendment to CSA Rules of Order Section 3 re. PBRC 17.11.5 Amendment to Appendix C re. PBRC 17.11.6 Amendment to Appendix J re. PBRC 17.11.7 Amendment to Appendix A Section 3.3.4 17.11.8 CSA Events Report 17.11.9 Appendix G and Bylaw 2 Update to Include Ongoing Voter Verification 17.11.10 Appendix G and Bylaw 2 Update to Quorum 17.11.11 Appoint Statement Making Committee 17.11.12 Notice: Appendix F Policy Manual Update	
17.12	New Business 17.12.1 Notice Approved the CSA 2024-2025 Draft Operating Budget 17.12.2 Approval SafeWalk Reserve Funds Transfer 17.12.3 Notice: Amendments to Bylaw 1 Organizational re. PBRC 17.12.4 Notice: Amendments to Bylaw 1 Organizational and Bylaw 2 Electoral re. PBRC	
17.13	Announcements	
17.14	In Camera Session 17.14.1 Approve In-Camera Minutes – February 28, 2024	
17.15	Adjournment	

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Minutes – April 3, 2024

17.0 Call to Order

The meeting was called to order at 5:43pm.

17.1 Land Acknowledgement

Member Nour Kashlan delivered the following land acknowledgement:

As an individual living off the lands at the University of Guelph, I offer this land acknowledgment with a heartfelt recognition of the deep history and culture of Indigenous People in Canada. The University of Guelph resides on the ancestral and treaty lands of several Indigenous peoples, including the Attawandaron people and the Mississaugas of the Credit. Additionally, we recognize and honour our Anishinaabe, Haudenosaunee, and Métis neighbours. The Dish With One Spoon Covenant underscores our collective responsibility to steward and sustain the land and environment where we live, study, and work, ensuring its resources benefit everyone.

As a radicalized settler, my position on this land is a struggle as I occupy Indigenous peoples' land, but I know that my family and I can no longer occupy their land due to ongoing conflicts, war, and a genocide currently taking place. This reality compels me to reflect on the parallels between the displacement, colonization, oppression and violence experienced by Indigenous peoples here in Canada and the struggles faced by Palestinians in my homeland.

Just as Indigenous communities have been displaced from their ancestral lands and have endured suppression of their cultures, Palestinians continue to face similar challenges, unable to freely access their homes and experiencing ongoing violence and injustice. Graphic photos and videos you see online through the news or social media platforms or choose to look away from could've easily been you or your family. The pain of separation from one's homeland, the loss of cultural heritage, and the struggle for self-determination resonate deeply across both contexts.

Their stories are not just statistics; they are tales of resilience in the face of unspeakable atrocities. In acknowledging Indigenous lands and the need for reconciliation, it is crucial for us not to stop at recognition but to actively engage in building respectful relationships with First Nations, Inuit, and Métis peoples and communities. We mourn the loss of life, identity, independence, and culture of indigenous people which was imposed to secure this land for the use of settlers. Similarly, global solidarity calls for us to amplify the voices

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



of oppressed peoples everywhere, including Palestinians, and work towards a future where all individuals can live with dignity and justice on their ancestral lands.

17.2 Adoption of the Agenda

17.2.1 Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 3, 2024, be approved as printed and distributed.

Moved: Jake Levy

Seconded: Nate Broughton

Motion Carried

MOTION TO AMEND: that the agenda be reordered so that **items 17.11.1** through **item 17.11.12** are moved to just after **item 17.5 Approval of Past Minutes;**

FURTHER that the following new business items be added to the agenda:

- Item 17.12.1 Notice Approved the CSA 2024-2025 Draft Operating Budget;
- Item 17.12.2 Approval SafeWalk Reserve Funds Transfer;
- Item 17.12.3 Notice Amendments to Bylaw 1 Organizational re. PBRC; and
- Item 17.12.4 Notice amendments to Bylaw 1 Organizational and Bylaw 2 Electoral re. PBRC

AND FURTHER that the agenda be reordered so that item 17.12.2 Approval of SafeWalk Reserve Fund Transfers is moved to just after item 17.11.1 Overview of the 2024-25 Draft CSA Budget.

Moved: Shaima Alam, President

Seconded: Jonah Greenhut

Motion Carried

AMEND THE AMENDMENT by moving items 17.11.9 and 17.11.10 to just after item 17.12.2 Approval of SafeWalk Reserve Funds Transfer.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Moved: Jonah Greenhut
Seconded: Jake Levy

Motion Carried

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 3, 2024, be approved as amended with:

- The reordering of the agenda so that items 17.11.1 through item 17.11.12 are moved to just after item 17.5 Approval of Past Minutes;
- The addition of 17.12.1, 17.12.2, 17.12.3, and 17.12.4 as new business items;
- The reordering of the agenda so that item 17.12.2 Approval of SafeWalk Reserve Fund Transfers moved to just after item 17.11.1 Overview of the 2024-25 Draft CSA Budget; and
- The reordering of the agenda to move items 17.11.9 and 17.11.10 to just after item 17.12.2.

Motion Carried

17.2.2 Declarations of Conflicts

Member Broughton declared a conflict of interest due to the ongoing election.

17.3 Ratifications and De-Ratifications

No ratifications or de-ratifications were considered.

17.4 Comments from the Chair

The President, Shaima Alam, temporarily took over as Chair due to technical difficulties. Thank you, folks, for coming. As our second last board meeting, we have a lot of items to dispense with, so we'll just get moving.

17.4.1 Introductions and Pronouns

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

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



17.5 Approval of Past Minutes

17.5.1 Approval of Past Board Minutes

MOTION: That the Minutes be approved for the following CSA Board of Directors Meeting:

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

Moved: Nate Broughton

Seconded: Jonah Greenhut

Motion Carried

17.11 Business

17.11.1 Overview of the 2024-2025 Draft CSA Budget – Lee Anne Clarke, Business Manager

(a) Speaking Rights: Business Manager

WHEREAS CSA Rules of Order section 3.3 states that visitors may be extended speaking rights following a motion to the Board;

MOTION: to extend speaking rights to Lee Anne Clarke, Business Manager, for the duration of item 17.11.1 to present an overview of the contents of the CSA 2024-2025 Draft Budget and to respond to questions that arise from members during discussion of this item;

AND FURTHER to extend speaking time from 10 minutes to 30 minutes for this presentation.

Moved: Jonah Greenhut

Seconded: Marcus Aldred-Ganhao

Motion Carried

The purpose of this presentation is to provide the board with sufficient background information as well as a general overview of the budget structure to make an informed decision.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



The Finance Committee has had four or five meetings breaking this down from when we determine what will the revenue be, what our expenses, wage approval, etc. It is also done in consultation with the various executive and the portfolio, the person responsible for the portfolio, meaning the clubs, the SHAC coordinator, had significant input. The FoodBank coordinator had input, and so it is very much a consultative process.

Our budget is divided into 15 portfolios areas. If there's any money remaining at the end of the year, it is transferred into the accumulated surplus, and then that money is available for special projects and initiatives in the future. Funds received from the FoodBank, SafeWalk and the entertainment fee have all been allocated according to the terms of the referendum question, and they are dedicated reserve accounts.

The CSA Student fee is adjusted by cost of living every year or consumer price index CPI. This year it was 3.8 percent. For next year, it's \$22.70 per full time student and \$7.11 per course for part time students. We expect revenue from Student fee membership to be at \$945,000. So, we've set the budget anticipating \$945,000 worth of CSA membership fees. Our budget, though, you're going to see later, is more than two million. It's important to note that this is the third year in a row that our budget has been very well funded. We've had difficulties in the past, but it is very well funded, and it is absolutely and always driven by the CSA mandate.

We're proposing an operating budget of \$2.151 million. It's important to note that the entertainment fee, it's unlike many other fees. This fee, this referendum, was held in 1976. Students were apprehensive about this fee. It was \$4 at the time, which was a lot of money.

Whenever the revenue exceeds the expenses, the funds billed and they're set aside and they have their own bank accounts, the entertainment fee is estimated for next year to be at \$221,093.31 and when funds reach this level, we are able to bring in high profile performers at a highly discounted ticket price for students.

Next year, we need professional fees. We need more money for that line I've mentioned at one other presentation as accounting standards have become more rigorous for not for profits, and so the cost of the annual audit has increased. This year's audit is estimated at

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



\$34,000, and though we're asking for a budget of \$64,000, that line also houses the expenses for our HR consultant, which is about \$27,000.

The Bullring does not receive CSA fees but does receive funds from the entertainment fee and that supports their open mic nights and their daily entertainment program, both of which have grown significantly this year, do much so that the Bullring made a request to the Finance Committee, which is permitted to approve up to \$2000 in additional funding, which it did to ensure this program can continue through to the end of the winter semester.

For the FoodBank, undergrads provided about \$149,000 in student fees. The GSA promised \$7500 last year but said they wouldn't be repeating it. They have now updated that, and they are providing \$7500 for next year and they're going to institute it into their budget with annual cost of living increases.

The Finance Committee is recommending that we're going to go back to the model where we don't have one full time employee +2 assistants. We're going to have three part time students at the bike centre.

MOTION: to extend speaking-time to an additional 5-minutes

Moved: Jonah Greenhut

Seconded: Nate Broughton

Motion Carried

The SafeWalk staff wanted to replace all the very outdated jackets and get some new gold jackets. SHAC has asked for only one thing, they would appreciate \$1,450, they've already spent \$731 and they're already planning more events.

Thank you to the President and the Finance Committee for their hard work and support. Special thank you to Taylor for attending all the meetings.

(b) Presentation: Business Manager

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



MOTION: that the presentation from Lee Anne Clarke, Business Manager, regarding the overview of the CSA 2024-2025 Draft Budget, be received as information by the Board of Directors.

Moved: Marcus Aldred-Ganhao

Seconded: Nate Broughton

Motion Carried

17.11.9 Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification

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 is now in a position of spending more money, stopping other responsibilities to focus on ensuring we are a viable organization after April 30th;

WHEREAS candidates believed they had reached quorum and stopped the campaign to the same extent. This does not mean they stopped fully, as each candidate's goal should be to achieve maximum support. Still, we understand candidates are often students and have to balance elections and academics, and so reaching a quorum then shifts the balance;

WHEREAS only during the post-election verification did it become clear that over 125 votes from multiple races needed to be disqualified; and

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



WHEREAS new elections are forthcoming, and we want to ensure that this election and future elections are successful;

BE IT RESOLVED every Election, the CRO emails all voters explicitly outlining which programs correspond with which college, and a similar message is posted on the CSA Election Instagram co posted on the CSA's main page;

BE IT RESOLVED that the following policy/appendix amendments be accepted to allow for ongoing quorum verification:

FURTHER: Section 2.3.2 of the Bylaw 2- Electoral is changed to read as follows:
"Following the CRO will **engage in ongoing validation of the nomination signatures and update candidates**. All candidates who meet the allotted requirements will have their interest presented at a meeting of the Board of Directors in a 150-word statement; and

FURTHER Appendix G (Electoral) be amended to add the following to Section 5 Nomination Process:

5.2.4 The CRO, with help from the ARO, will verify the signatures throughout the nomination process, providing potential candidates with accurate daily updates of verified signatures.

FURTHER: Appendix G (Electoral) be amended to add the following to Section 23 Ballot Counting Process:

23.2 New votes should be verified daily, and a verified quorum update should be shared with candidates and posted to the CSA website daily.

Moved: Jonah Greenhut

Seconded: Marcus Aldred-Ganhao

Member Greenhut motivated that this proposal is the culmination of multiple conversations and also based on the issues we saw during the election. He noted that some additional edits have been made since it was given as notice, such as removing the requirement to post quorum updates to instagram. These amendments are important for transparency, and it's important for candidates to have an accurate sense of their efforts.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Candidates are also students and have to balance their academics with their campaigning and role as a student representative.

The President noted that the working hours of the elections staff have to be considered. They don't work everyday, particularly over the weekend, so daily quorum updates won't always be possible. For the ongoing verification, that process is more intensive than simply giving updated numbers. Staff capacity needs to be taken into consideration.

Member Greenhut clarified that weekends were not intended to be included in the daily quorum updates. Based on the election's office hours this semester, there's a staff member in at some point each business day. He noted that he's open to making further amendments during the meeting to prioritize having this item approved, given the current election.

The President noted that the office hours are decided by the elections staff based on their class schedules, so it's not guaranteed to work out to have someone in daily, and the vote verification is done only by the CRO.

Member Broughton noted that the section regarding signature verification may be unnecessary as there's already an additional two business days provided to candidates who submit their packages on time but fall short on their signatures following verification.

MOTION TO AMEND: to strike from the motion the proposed amendments to Bylaw 2 Section 2.3.2 and Section 5.2.4;

AND FURTHER to amend the quorum count during the voting from being verified daily to being verified at least once every two business days.

Moved: Jonah Greenhut

Seconded: Jake Levy

Motion Carried

The President inquired regarding the resolution for the CRO to send an email regarding which programs correspond to which college during each election. Since the current by-election only contains executive candidates, the colleges and programs aren't relevant. She asked if this would have to occur during all elections, as it may be confusing during elections that don't have any director candidates.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



The Board Chair noted that since that resolution does not speak to amending any portion of policy or bylaw, it isn't suitable in this motion. The Chair ruled to strike it from the motion, and it can be separated out as a separate sub-motion afterwards.

MOTION: to call the question

Moved: Jonah Greenhut

Seconded: Marcus Aldred-Ganhao

Motion Carried

AMENDED MOTION: 17.11.9 Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification

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 is now in a position of spending more money, stopping other responsibilities to focus on ensuring we are a viable organization after April 30th;

WHEREAS candidates believed they had reached quorum and stopped the campaign to the same extent. This does not mean they stopped fully, as each candidate's goal should be to achieve maximum support. Still, we understand candidates are often students and have to balance elections and academics, and so reaching a quorum then shifts the balance;

WHEREAS only during the post-election verification did it become clear that over 125 votes from multiple races needed to be disqualified; and

WHEREAS new elections are forthcoming, and we want to ensure that this election and future elections are successful;

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



BE IT RESOLVED that the following policy/appendix amendments be accepted to allow for ongoing quorum verification:

FURTHER: Appendix G (Electoral) be amended to add the following to Section 23 Ballot Counting Process:

23.2 New votes should be verified at least once every two business days, and a verified quorum update should be shared with candidates and posted to the CSA website at least once every two business days.

Motion Carried

17.11.10 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;

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



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.

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.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



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

Moved: Jonah Greenhut

Seconded: Marcus Aldred-Ganhao

Member Greenhut motivated that he made additional edits to these proposed amendments based on feedback from other members. He noted that this is currently a policy gap, and the suggested changes don't give undue power to the Board.

Member Amayaevbo noted that we shouldn't be changing policy due to the outcome of one election. She motivated that the current 10% quorum seems reasonable to obtain, and she doesn't think the Board should consider lowering it beyond that, as it's already a small number of people.

The President noted that this doesn't represent a gap in policy as we have a process if quorum is not reached, which is proceeding to a by-election in the spring for executives, and in the fall for directors. She agrees with the previous speaker that 10% quorum is already a low percentage of the membership.

Quorum was briefly lost at 7:54pm but was regained at 7:56pm.

Member Greenhut noted that amendments could be made, including making distinctions between the directors and executives for quorum requirements. He noted that as the by-election for directors isn't until the fall, it's a large gap of time that a college may not have representation.

The PTC recommended to the members that this is a fundamental piece of bylaw for the organization and would caution against making amendments in the space of one meeting. It would be prudent to refer the matter to PBRC to discuss and ensure it's fully fleshed out.

MOTION: to send this motion to PBRC.

Moved: Naomi Amayaevbo

Seconded:

Quorum was lost before the item could be voted on.

17.12. New Business

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



17.12.1 Notice: Approve 2024-2025 CSA Budget

The following motion will be considered at the Board Meeting on April 10, 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.

Notes

2024-2025 Budget Approval Process

- Directors will be provided with a copy of the draft budget prior to the April 3 Board Meeting.
- The Business Manager will present an overview of the draft budget at the April 3 Board Meeting.
- Questions and discussion are encouraged at both the April 3 and April 10 board meetings to fully understand the format and content.
- Debate on budget items (if applicable) and a vote to approve the draft budget will be scheduled at the April 10 Board meeting.
- If board members have questions regarding the draft budget between the April 3 and April 10 Board meetings, they are encouraged to reach out to members of the Finance Committee, the President, or the Business Manager.

17.12.2 Approval of SafeWalk Reserve Funds Transfer

WHEREAS SafeWalk purchased a 2020 Polaris GEM electric utility vehicle in July 2020 for the purpose of service expansion,

WHEREAS the electric vehicle was recorded as an asset invested in CSA Capital Assets on the YE 2022 Auditor's Report, and

WHEREAS SafeWalk receives separately collected student fees; BE IT RESOLVED that the purchase price of \$26,995.00 be transferred from the SafeWalk Reserve Account #11840 to the CSA's Accumulated Surplus Account #12050, as recommended by the Finance Committee.

Moved: Shaima Alam, President

Seconded: Nate Broughton

Motion Carried

Quorum was lost at 8:15pm and the meeting adjourned.

MINUTES

Board of Directors Meeting # 17
April 3, 2024 – 5:30 pm
Microsoft Teams



Approved by the Board of Directors

Date: June 5, 2024

Signed: _____

Date: _____

Cameron Olesen
Board Chair

Signed: _____

Date: _____

Colleen Bovay
Policy & Transition Coordinator