

# MINUTES

Board of Directors Meeting # 15a  
March 20, 2024 – 6:00 pm  
Microsoft Teams



## Attendance – March 20, 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	Present	
Nate Broughton	College of Engineering and Physical Sciences	Present	
Mason Friebe	College of Social and Applied Human Sciences	Present	d: 7:26pm
Reem Salloum	College of Social and Applied Human Sciences	Absent	
Mauricio Fernandez	Gordon S. Lang School of Business and Economics	Present	
Daniel Neiterman	Gordon S. Lang School of Business and Economics	Absent	
Bella Litvak	Ontario Agricultural College	Present	a: 6:14pm
Hillary Schneider	Ontario Agricultural College	Regrets	
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	Regrets	
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	
Vacant	Central Veterinary Student Association (OVC)		

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<b>Student Organization Representatives (Appointed)</b>		<b>Present / Regrets</b>	<b>Arrived / Departed</b>
Samantha Scott	Indigenous Student Society (ISS)	Regrets	
Chikaima Ifezue	Guelph Black Students Association (GBSA)	Absent	
Jayden Khan	Guelph Queer Equality (GQE)	Present	d: 6:43pm
Danielle Callaghan	Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED)	Present	
Joshua Ivan Jacinto	International Student Organization (ISO)	Present	a: 6:23pm
Krishna Ratnarajah	Interhall Council (IHC)	Present	d: 7:23pm
Naomi Amayaevbo	Guelph Campus Co-op	Present	
Eknoor Walia	Ontario Public Interest Research Group	Present	d: 7:17pm
Marcus Aldred-Ganhao	Student Senate Caucus	Present	
Simran Kalra	Board of Governors	Present	d: 6:44pm
<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	Regrets	
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>
William Coleman	CSA Chief Returning Officer
Emma Bradley	CSA Promotional Services Coordinator

*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.*

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## Summary of Resolutions

### 15a.2 Adoption of the Agenda

#### 15a.2.1 Approve the Agenda

**MOTION:** That the agenda for the CSA Board of Directors Meeting # 15a on March 20, 2024, be approved as printed and distributed.

**Motion Carried**

**MOTION TO AMEND:** to add items **15a.12.1 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification** and **15a.12.2 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum** to the agenda under new business.

**Motion Carried**

**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 15a on March 20, 2024, be approved as amended with:

- The addition of items **15a.12.1 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification** and **15a.12.2 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum** under new business.

**Motion Carried**

#### 15a.11.1 CSA Spring 2024 By-Election Timeline

**WHEREAS** quorum was not met for executive positions in the CSA Winter 2024 General Elections;

**WHEREAS** CSA Bylaw 2 (Electoral) Section 2.2.4 states that if an Executive position becomes vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim; and

**WHEREAS** all executive positions will be vacant as of May 1, 2024;

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**BE IT RESOLVED** that the Board of Directors receive as information the timeline for the CSA Spring 2024 By-Election, as presented in the Board Agenda Package.

### **Motion Carried**

#### **15a.11.2 Notice: Suspension of Policy Appendix G: Electoral – Section 2.15.1**

*Note: Bylaw 4 – Policy of the CSA, Section 2.3 states that the suspension of policies, or a section of a policy, must be submitted and included in the Board package for review prior to the Board meeting. All suspensions require a 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 March 20, 2024.*

*The following motion will be considered at the Board meeting on March 27, 2024.*

**WHEREAS** CSA Policy Manual Appendix G – Electoral, Section 2.15.1 states that the Election Schedule shall include a minimum of five (5) business days for each of the following elections periods: nominations, promotion and signature verification, campaigning, and voting;

**WHEREAS** the CSA will be running a Spring By-Election to fill all four executive positions as executive quorum was not met in the Winter 2024 General Elections;

**WHEREAS** the Spring By-Election will extend to the end of exams if each elections period is given five (5) business days;

**BE IT RESOLVED** that the CSA Board of Directors suspend Appendix G – Electoral, Section 2.15.1 of the CSA Policy Manual for the duration of the CSA Spring 2024 By-Election.

#### **15a.11.3 Director Class Talks: re Spring 2024 By-Election**

**WHEREAS** CSA Bylaw 1: Organizational, Section 4.10.1 (d) states: “Each Director shall... be prepared to speak to classes during times of significant importance to the CSA, including but not limited to Annual General Meetings, General Member Meetings, Elections, hiring, large-scale programs and Awareness Weeks”;

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**WHEREAS** CSA Policy Appendix G: Electoral, Section 4.2 states that Directors will be required to complete a minimum of one class talk to promote the election for the nomination period and a minimum of one class talk during the voting period; and

**WHEREAS** it is important to maximize promotional efforts encouraging undergraduate members to run and vote in the election so that Executive vacancies are filled, the minimum quorum requirements are met, and a successful election process is achieved;

**BE IT RESOLVED** that each Director schedule and present at least one class talk during the Nomination Period and at least one class talk during the Voting Period of the Spring 2024 By-Election;

**FURTHER** that the Chief Returning Officer provide Directors with suggested speaking points that may be used in their election class talks;

**AND FURTHER** that Directors provide the date and location of their presentation(s) to the CRO so that this information is included in the final Election Results Report.

### **Motion Carried**

#### **15a.12 New Business**

##### **15a.12.1 Notice: 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 is hereby provided at the Board meeting on March 20, 2024.*

*This motion will be considered at the Board meeting on March 27, 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 and putting in more resources to ensure we are a viable organization after May 1st

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**WHEREAS** candidates believed that they had reached quorum and stopped the campaign to the same extent

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

**WHEREAS** new elections are forthcoming and we want to ensure that this election are a success

**BE IT RESOLVED** every Election, the CRO sends an email to all voters explicitly outline which programs correspond with each college

**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: "The CRO's will **engage in ongoing validation of the nomination signatures**, 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 Verification of new votes should occur daily, with a verified quorum update being shared both with candidates, posted to the CSA website, posted to CSA election, and CSA Instagram**

### **15a.12.2 Notice: 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.*

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*This motion will be considered at the Board meeting on March 27, 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%

**WHEREAS** quorum exists in order to represent students

**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

**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 hold a vote to ratify the results of the election without having reached quorum 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.

### **28.2 Eligibility**

28.2.1 The candidate must be in an uncontested election. This means either that there is no opposing candidate for any of the executive positions or there are only two directors running for a director position.

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 re-run

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

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

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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



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## Agenda – March 20, 2024

<b>15a.0</b>	<b>Call to Order</b>	
<b>15a.1</b>	<b>Land Acknowledgement</b>	
<b>15a.2</b>	<b>Adoption of the Agenda</b> 15a.2.1 Approve the Agenda 15a.2.2 Declarations of Conflicts	
<b>15a.3</b>	<b>Ratifications and De-Ratifications</b>	
<b>15a.4</b>	<b>Comments from the Chair</b> 15a.4.1 Introductions and Pronouns	
<b>15a.5</b>	<b>Approval of Past Minutes</b>	
<b>15a.6</b>	<b>Executive Committee Minutes</b>	
<b>15a.7</b>	<b>Executive Updates</b>	
<b>15a.8</b>	<b>Director Reports</b>	
<b>15a.9</b>	<b>CSA Service Update and Report</b>	
<b>15a.10</b>	<b>Committee Updates and Reports</b>	
<b>15a.11</b>	<b>Business</b> 15a.11.1 Spring 2024 By-Election Schedule 15a.11.2 Notice: Suspension of Policy Appendix G: Electoral – Section 2.15.1 15a.11.3 Director Class Talks re. Spring 2024 By-Election	
<b>15a.12</b>	<b>New Business</b> 15a.12.1 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification 15a.12.2 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum	
<b>15a.13</b>	<b>Announcements</b>	
<b>15a.14</b>	<b>In Camera Session</b>	
<b>15a.15</b>	<b>Adjournment</b>	

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## Minutes – March 20, 2024

### 15a.0 Call to Order

The meeting was called to order at 6:10 pm.

### 15a.1 Land Acknowledgement

VP External delivered the following land acknowledgement:

It is our privilege to study, participate in leadership and attend university on the land of the Anishinaabe and Haudenosaunee peoples of the First Treaty Mississaugas of the Credit.

Let us honour our treaty systems historically and always remember to pay respects and recognition to Indigenous folks whose land we occupy. Thank you.

### 15a.2 Adoption of the Agenda

#### 15a.2.1 Approve the Agenda

**MOTION:** that the agenda for the CSA Board of Directors Meeting # 15a on March 20, 2024, be approved as printed and distributed.

**Moved:** Jake Levy

**Seconded:** Noam Einy

**Motion Carried**

**MOTION TO AMEND:** to add items **15a.12.1 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification** and **15a.12.2 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum** to the agenda under new business.

**Moved:** Jonah Greenhut

**Seconded:** Marcus Aldred-Ganhao

**Motion Carried**

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**AMENDED MOTION:** that the agenda for the CSA Board of Directors Meeting # 15a on March 20, 2024, be approved as amended with:

- The addition of items **15a.12.1 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Include Ongoing Voter Verification** and **15a.12.2 Notice: Appendix G (Electoral Policy) and Bylaw 2 (Electoral) Update to Quorum** under new business.

**Motion Carried**

### **15a.2.2      Declarations of Conflicts**

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

### **15a.3 Ratifications and De-Ratifications**

No ratifications or de-ratifications were considered.

### **15a.4 Comments from the Chair**

The Board Chair provided an overview of key meeting rules in relation to online board meetings, and reviewed the incidental motions that can be utilized such as point of information, point of order, and point of personal privilege.

### **15a.4.1      Introductions and Pronouns**

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

### **15a.11      Business**

#### **15a.11.1      CSA Spring 2024 By-Election Timeline**

**WHEREAS** quorum was not met for executive positions in the CSA Winter 2024 General Elections;

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**WHEREAS** CSA Bylaw 2 (Electoral) Section 2.2.4 states that if an Executive position becomes vacant after a General Election and prior to the Fall By-Election, a separate By-Election for the sole purpose of filling the vacant position(s) may be held in the interim; and

**WHEREAS** all executive positions will be vacant as of May 1, 2024;

**BE IT RESOLVED** that the Board of Directors receive as information the timeline for the CSA Spring 2024 By-Election, as presented in the Board Agenda Package.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

The President, Shaima Alam, noted that the previous election did not reach quorum for the Executive positions and that it is pertinent to ensure there are no vacant Executives. Our Bylaws dictate that we hold a spring by-election if Executive positions remain vacant following the general elections. To have the elections finished as quickly as possible, the timeline skips the campaign week and shortens the verification week. This allows for time to complete the Executive Appointment Process if quorum is not reached. We have an intensive outreach plan; the nomination period will start tomorrow and last for a week with daily class talks. There will be two business days for verification and promotions, it will also allow folks to hit their nomination signature count. We will then move on to the voting period with daily class talks and other promotional efforts.

Member Levy noted concerns with using similar techniques as the prior election to get students to vote, as quorum was not reached using these methods and now it will be more challenging to get students to vote as exam season is starting and less students will be present on campus. Member Levy also inquired to what the plan is if the by-election does not reach quorum.

The President noted that for the by-election there will be additional promotional efforts taken by the Executives and permanent staff on a daily basis, whereas for the general elections the primary promotions were print and digital signage along with tabling by externally hired polling staff. If quorum isn't reached, Executives will be appointed by the Board.

Jonah Greenhut noted that the Executives have just run a referendum regarding a fall reading week, and it didn't appear to be given the same amount of prioritization on behalf of the Executives. Member Greenhut inquired as to an explanation for that.

The President explained that the fall reading week referendum varies from other types of referendums as it's primarily more of a survey to gauge the interest of students regarding a fall reading week, as opposed to a referendum that is required to be passed to

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implement adding a new Executive or a new fee, for instance. She added that the fall reading week isn't something that can be guaranteed through a referendum, and the Executives felt that if the students felt strongly about the fall reading week, then it would show in the results. This wasn't an initiative that the Executive team felt strongly about pursuing, but they wanted to pose the question as a fall reading week is a topic that has been raised by students throughout the term.

### **Motion Carried**

#### **15a.11.2 Notice: Suspension of Policy Appendix G: Electoral – Section 2.15.1**

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**WHEREAS** the CSA will be running a Spring By-Election to fill all four executive positions as executive quorum was not met in the Winter 2024 General Elections;

**WHEREAS** the Spring By-Election will extend to the end of exams if each elections period is given five (5) business days;

**BE IT RESOLVED** that the CSA Board of Directors suspend Appendix G – Electoral, Section 2.15.1 of the CSA Policy Manual for the duration of the CSA Spring 2024 By-Election.

#### **15a.11.3 Director Class Talks: re Spring 2024 By-Election**

**WHEREAS** CSA Bylaw 1: Organizational, Section 4.10.1 (d) states: "Each Director shall... be prepared to speak to classes during times of significant importance to the

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CSA, including but not limited to Annual General Meetings, General Member Meetings, Elections, hiring, large-scale programs and Awareness Weeks”;

**WHEREAS** CSA Policy Appendix G: Electoral, Section 4.2 states that Directors will be required to complete a minimum of one class talk to promote the election for the nomination period and a minimum of one class talk during the voting period; and

**WHEREAS** it is important to maximize promotional efforts encouraging undergraduate members to run and vote in the election so that Executive vacancies are filled, the minimum quorum requirements are met, and a successful election process is achieved;

**BE IT RESOLVED** that each Director schedule and present at least one class talk during the Nomination Period and at least one class talk during the Voting Period of the Spring 2024 By-Election;

**FURTHER** that the Chief Returning Officer provide Directors with suggested speaking points that may be used in their election class talks;

**AND FURTHER** that Directors provide the date and location of their presentation(s) to the CRO so that this information is included in the final Election Results Report.

**Moved:** Shaima Alam, President

**Seconded:** Nate Broughton

The President motivated that it will be important to maximize the number of class talks done during nominations and the first few days of voting before classes finish for the semester.

**Motion Carried**

### 15a.12 New Business

#### 15a.12.1 Notice: 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.*

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**WHEREAS** the CSA is now in a position of spending more money and putting in more resources to ensure we are a viable organization after May 1st

**WHEREAS** candidates believed that they had reached quorum and stopped the campaign to the same extent

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

**WHEREAS** new elections are forthcoming and we want to ensure that this election are a success

**BE IT RESOLVED** every Election, the CRO sends an email to all voters explicitly outline which programs correspond with each college

**BE IT RESOLVED** that the following policy/apendix 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: "The CRO's will **engage in ongoing validation of the nomination signatures**, 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** Verification of new votes should occur daily, with a verified quorum update being shared both with candidates, posted to the CSA website, posted to CSA election, and CSA Instagram

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Member Greenhut noted as the member proposing this notice item that he is happy to discuss this item and make changes with any interested members before the meeting next week.

### **15a.12.2 Notice: 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.*

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**WHEREAS** quorum exists in order to represent students

**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

**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 hold a vote to ratify the results of the election without having reached quorum 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.

### **28.2 Eligibility**



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28.2.1 The candidate must be in an uncontested election. This means either that there is no opposing candidate for any of the executive positions or there are only two directors running for a director position.

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 re-run

**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

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

Member Greenhut reiterated that similarly to the last notice item, members are welcome to reach out to him to discuss any suggested amendments.

### 15a.13 Announcements

The President, Shaima Alam, reminded everyone of the Board Appreciation Dinner. Please be sure to RSVP for the customized gifts!

The PTC thanked everyone for coming and reminded everyone to do class talks and respond to the CRO about what you have done for promotion.

The CRO noted that we are starting the process for the spring by-elections. There is a new change to the nomination package which will be changed to a digital format.

Member Levy stated Hillel is hosting an event tomorrow at noon called March Madness Bracket Challenge.

Member Jacinto reminded everyone of the Genshiken Festival is happening tomorrow and encouraged everyone to attend.

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The Chair shared that he has successfully relocated for his job and looks forward to finding the new Chair for the upcoming year.

Quorum was lost at 7:27pm and the meeting adjourned just prior to the motion for adjournment.

**Approved by the Board of Directors**

**Date: June 5, 2024**

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

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

Cameron Olesen  
Board Chair

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

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

Colleen Bovay  
Policy & Transition Coordinator