

**\*Central Student Association**

# **CSA \* AGM**

**FALL 2023** ANNUAL GENERAL MEETING



2023 AGENDA

# AGENDA

Annual General Meeting  
November 22, 2023 – 6:00 pm  
Peter Clark Hall



<b>1.0</b>	<b>Call to Order</b>	
<b>1.1</b>	<b>Land Acknowledgement</b>	
<b>1.2</b>	<b>Welcome &amp; Introductory Comments</b> 1.2.1 CSA Chair: Welcome, How to Participate in the AGM 1.2.2 Policy & Transition Coordinator: Importance of Quorum	
<b>1.3</b>	<b>Adoption of the Agenda</b> 1.3.1 Approve the Agenda 1.3.2 Declarations of Conflicts	1
<b>1.4</b>	<b>Approval of Past Minutes</b> 1.4.1 2022 Annual General Meeting Minutes – March 30, 2022 1.4.2 Questions and Business Arising from the Minutes	2 3
<b>1.5</b>	<b>Receive Auditor's Report</b> 1.5.1 Motion to Receive the Audit Report – 2020-2021 1.5.2 Motion to Appoint BDO Canada LLP as Auditor for the 2022-2023 fiscal year 1.5.3 Motion to Appoint BDO Canada LLP as Auditor for the 2023-2024 fiscal year	31
<b>1.6</b>	<b>Confirmation of Amendments to CSA Bylaws</b> (Since the 2022 AGM) 1.6.1 <b>Bylaw 1 – Organizational</b> a) Section 2.1 – Membership (February 1, 2023) b) Section 2.8.2 – Rights, Privileges and Responsibilities of Membership (February 1, 2023) 1.6.2 <b>Bylaw 2 – Electoral</b> a) Comprehensive Review (August 2, 2023) 1.6.3 <b>Bylaw 3 – Financial</b> No revisions made to this bylaw since the previous AGM. 1.6.4 <b>Bylaw 4 – CSA Policy</b> No revisions made to this bylaw since the previous AGM. 1.6.5 <b>CSA Policy and Bylaw Manual</b> This section reflects changes made to vocabulary throughout the entire manual. a) Indigenous (March 1, 2023) b) Policy and Transition Coordinator (March 1, 2023)	65 66  67    73 74
<b>1.7</b>	<b>Summary of Amendments to CSA Policy Manual</b> (Since the 2022 AGM) (Information Only) 1.7.1 <b>Appendix A – Executive Portfolios</b> No revisions to this policy since the previous AGM. 1.7.2 <b>Appendix B – CSA Services Policy</b> No revisions to this policy since the previous AGM. 1.7.3 <b>Appendix C – Human Resources Policy</b>	75

# AGENDA

Annual General Meeting

November 22, 2023 – 6:00 pm

Peter Clark Hall



	<p>a) Section 4.2 – Hiring (March 1, 2023)</p> <p><b>1.7.4 Appendix D – CSA Committees</b></p> <p>a) Section 8.3.1 – Structure (July 27, 2022)</p> <p>b) Section 8.3.2 – Structure (July 27, 2022)</p> <p>c) Section 7 – Student Events and Initiatives Funding Committee (September 13, 2023)</p> <p><b>1.7.5 Appendix E – Organizational Policy</b></p> <p>No revisions to this policy since the previous AGM.</p> <p><b>1.7.6 Appendix F – Clubs Handbook</b></p> <p>a) Comprehensive Review (April 6, 2022)</p> <p><b>1.7.7 Appendix G – Electoral Policy</b></p> <p>a) Section 26.3 – Online Elections Contingency Plan (April 3, 2023)</p> <p>b) Section 26.7 – Online Elections Contingency Plan (April 3, 2023)</p> <p>c) Comprehensive Review (August 2, 2023)</p> <p><b>1.7.8 Appendix H – Second Floor Student Space Acceptable Use Policy</b></p> <p>No revisions to this policy since the previous AGM.</p> <p><b>1.7.9 Appendix I – Issues Policy</b></p> <p>No revisions to this policy since the previous AGM.</p> <p><b>1.7.10 Appendix J – Internal CSA Policy</b></p> <p>No revisions to this policy since the previous AGM.</p> <p><b>1.7.11 CSA Policy Manual</b></p> <p>This section reflects changes made to vocabulary throughout all policy appendices.</p> <p>a) Clubs Office Job Titles (April 3, 2023)</p>	
<b>1.8</b>	<p><b>Summary of Amendments to CSA Rules of Order</b></p> <p>(Since the 2022 AGM) (Information Only)</p> <p>No revisions to the CSA Rules of Order since the previous AGM</p>	
<b>1.9</b>	<p><b>Report of the Organization</b></p> <p><b>1.9.1 Executive Updates</b></p> <p>a) President – Shaima Alam</p> <p>b) VP Student Experience – Mckenna Williams</p> <p>c) VP Academic – Bawneet Singh</p> <p>d) VP External – Samar Tariq</p>	<p>77</p> <p>78</p> <p>81</p> <p>83</p> <p>85</p>
<b>1.10</b>	<p><b>Business</b></p> <p><b>Prize draws!</b></p> <p>1.10.1 Submitted Motions (No motions submitted)</p> <p>1.10.2 Open Forum</p>	
<b>1.11</b>	<b>Adjournment</b>	87

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



---

### **Item 1.3.1 Approve the 2023 AGM Agenda**

**MOTION** that the agenda for the 2023 CSA AGM on **November 22, 2023** be approved as printed and distributed.

**Moved:**

**Seconded:**

---

#### **1<sup>st</sup> POSSIBLE AMENDMENT**

**MOTION TO AMEND:** To reorder the agenda so that:

- Items ... follows item ... above.

**Moved:**

**Seconded:**

---

#### **2<sup>nd</sup> POSSIBLE AMENDMENT**

**MOTION TO AMEND:** To add item ... under New Business items.

**Moved:**

**Seconded:**

---

**AMENDED MOTION** that the agenda for the 2023 CSA AGM on **November 22, 2023** be approved as amended:

a)

**Moved:**

**Seconded:**

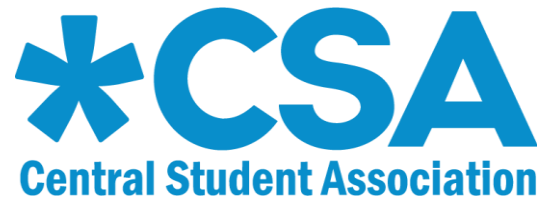
## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall

---



### **Item 1.4.1**

#### **Approve the 2022 AGM Minutes**

**MOTION** to approve the minutes from the 2022 CSA Annual General Meeting held on March 30, 2022.

**Moved:**

**Seconded:**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



## 2022 AGM – Summary of Resolutions

### 1.3.1 Approve the Agenda

**MOTION:** That the agenda for the 2022 CSA AGM on March 30, 2022 be approved as printed and distributed.

**Motion carried**

### 1.4.1 Approve the 2021 AGM Minutes

**MOTION:** To approve the minutes from the 2021 CSA Annual General Meeting held on March 16, 2021.

**Motion carried**

### 1.5.1 Approve the 2019-2020 Audit Report

**MOTION:** To receive the Audit Report for the year ended April 30, 2020, as presented in the March 30, 2022 CSA Annual General Meeting package, for information.

**Motion carried**

### 1.5.2 Appoint BDO Canada LLP as Auditor for 2021-2022

**MOTION:** To appoint BDO Canada LLP as Auditor for the CSA for the year 2021-2022.

**Motion carried**

### 1.6.1(a) Amendments to Bylaw 1 – Organizational, Section 9.3: Town Halls

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on April 7, 2021:

**RESOLVED:** That the following subsection be added to Bylaw 1 – Organizational, Section 9.0: Members' Meetings as recommended by the Policy & Bylaw Review Committee (PBRC):

9.3 Town Halls

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



9.3.1 The Executive Committee may use informal meetings, such as Town Halls, to promote communication with undergraduate students. Such meetings are designed to enhance engagement with CSA members, are not restricted in topic or format, and must be accessible to all students.

9.3.2 Town Halls are in addition to, and shall not be used as alternatives to, mandated 'annual and other meetings of the members' as identified in Section 9.1 Annual and Other Meetings of the Members.

### Motion carried

#### 1.6.1(b) Amendments to Bylaw 1 – Organizational, Section 8.0: Standing Committees

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on October 27, 2021:

**RESOLVED:** That Bylaw 1 – Organizational, Section 8.1 be updated to reflect the Standing Committees classification as identified in the proposed Appendix D – CSA Committees:

The Board shall maintain the following Standing Committees:

- a) Executive Committee
- b) Executive Evaluation Committee
- c) Finance Committee
- d) Petitions, Delegations and Representations (PDR) Committee
- e) Policy and Bylaw Review Committee (PBRC)
- f) Accessibility Committee
- g) Capacity, Analysis, and Planning Committee (CAPCOM)

### Motion carried

#### 1.6.1(c) Amendments to Bylaw 1 – Organizational, Subsection 4.16.7: Virtual Board Meeting Participation

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022:

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**RESOLVED:** That Bylaw 1 – Organizational be revised by:

Adding the following subsection to permit virtual participation in Board Meetings and set expectations and responsibilities of staff and Board members:

### 4.16 Board Meetings

4.16.7 Members of the Board of Directors or any committee designated by the Board of Directors may participate in a meeting of the Board or committee by means of a conference telephone, computer application, or similar permitted communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence, in person, at a meeting.

A member may attend a meeting and participate in Board deliberations and decisions by remote participation if the member is prevented from physically attending the meeting due to: personal illness or disability, out-of-town travel, unexpected lack of child-care, family member illness or emergency; weather conditions, military service, employment obligations, or a scheduling conflict.

Members are expected to provide notice at least 48 hours in advance, or in the event of an emergency, as soon as possible, to the Policy & Transition Manager when they are anticipating attending a meeting virtually.

The determination of a valid reason shall be made by the Policy & Transition Manager in conjunction with the Board Chair.

### Motion carried

#### 1.6.1(d) Amendments to Bylaw 1 – Organizational, Subsection 9.1.2: Member Meeting Location

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022:

**RESOLVED:** That Bylaw 1 – Organizational be revised by:

Reinstating the following section, with the addition of a subsection explicitly permitting in-person, virtual, or hybrid member Meetings, including Annual General Meetings (AGMs):

### 9.0 Members' Meetings



## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



9.1.2 Member Meetings, including the Annual General Meeting (AGM), shall be held at the University of Guelph or elsewhere in the City of Guelph, at a time and place determined by the Board of Directors.

a) Member Meetings may be held physically (in-person), virtually (remotely), or in a combination of both formats (hybrid) as determined by the Board of Directors.

### **Motion carried**

#### **1.6.2(a) Amendments to Bylaw 2 – Electoral, Subsection 3.1: Referendum Submission Deadline**

**MOTION:** To confirm the following amendment to **Bylaw 2 – Electoral** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on July 7, 2021:

**RESOLVED:** That Bylaw 2 – Electoral, Section 3.1 be revised from:

Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall semester until the last day of classes in the Fall semester.

To:

Referendum questions may be accepted by the CSA Elections Office following the first day of the Summer semester until the last day of classes in the Fall semester.

### **Motion carried**

#### **1.6.2(b) Amendments to Bylaw 2 – Electoral Comprehensive Review**

**MOTION:** To confirm amendments to **Bylaw 2 – Electoral** resulting from a comprehensive review conducted by the Policy & Bylaw Review Committee (PBRC), and that includes numerous amendments as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on September 15, 2021.

### **Motion carried**

#### **1.6.3(a) 5.0 Budgeting Process**

**MOTION:** To confirm the following amendment to **Bylaw 3 – Financial** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on July 28, 2021:

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**RESOLVED:** That Bylaw 3 – Financial, Section 5.0: Budgeting Process, subsection 5.1 be amended to:

The budget of the Central Student Association shall be determined during the Winter semester for the upcoming year. The budget shall be presented to the Board of Directors before the last Board meeting of the winter semester. The President will oversee the budgeting process in adherence with CSA Bylaws and Policies. The Business Manager is responsible for the development of the draft budget. The process shall include consultation with the Executive Committee, Program Coordinators, and the Finance Committee.

### Motion carried

#### 1.7 Receive Policy Amendments as Approved by the CSA Board of Directors

*Note: Item 1.7 reference information was presented in a separate Agenda Package Supplemental.*

**MOTION:** To receive the following amendments to CSA Policies Appendices as approved by the CSA Board of Directors on the stated date, as information:

##### 1.7.1 Appendix A – Internal CSA Policy

Separated into Appendix A – Executive Portfolios, Appendix D – CSA Committees, and Appendix J – Internal CSA Policy (October 27, 2021)

##### 1.7.2 Appendix D – Bullring Human Resources

Rescinded by the Board (May 26, 2021)

##### 1.7.4 Appendix B – CSA Services Policy

a) Section 1.0: Bullring Policy (May 26, 2021)

##### 1.7.5 Appendix C – Human Resources Policy

a) Section 11.0: Vacation (May 26, 2021)

b) Section 12.0: Personal Emergency Days (PED) (May 26, 2021)

##### 1.7.6 Appendix D – CSA Committees

(Formerly: Appendix D – Bullring Human Resources)

a) Section 13.0: Bullring Operations Committee (May 26, 2021)

b) Section 3.0: Committees Overview (October 27, 2021)

c) Student Help and Advocacy Centre (SHAC) Advisory Committee was dissolved and all references to it were removed (February 2, 2022)

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.7.9 Appendix G – Electoral Policy

- a) Section 13.3: Referendum Campaigning (July 7, 2021)
- b) Comprehensive Review (September 15, 2021)
- c) Subsection 4.2.1: Director Signatures (February 2, 2022)

**Motion carried**

### 1.8.1 Amendments to CSA Rules of Order Section 3.12: Secret Ballot

**MOTION:** To receive the following amendment to CSA Rules of Order as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022, as information:

**RESOLVED:** That the CSA Rules of Order, Section 3.12 be amended to prescribe a paper ballot system for in-person meetings, and permits virtual secret ballot voting as required; which includes providing a procedure that verifies each member's vote, and maintains voter anonymity.

**Motion carried**

### 1.9.1 Executive Updates

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

- a) President – Nicole Walker
- b) VP Student Experience (Position currently vacant)
- c) VP Academic – Lisa Kazuhara
- d) VP External – Shilik Hamad

**Motion carried**

### 1.9.2 CSA Service Updates

**MOTION:** To receive the following CSA Service Updates as information at the 2022 CSA Annual General Meeting on March 30, 2022:

- a) SafeWalk
- b) FoodBank
- c) Student Help and Advocacy Centre (SHAC)
- d) Student Events and Risk Management (SERM)
- e) CSA Clubs
- f) Bike Centre

**Motion carried**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



## Agenda – AGM – March 30, 2022

### 1.0 Call to Order

### 1.1 Land Acknowledgement

Bella Harris

### 1.2 Welcome and Introductory Comments

1.2.1 CSA President: Overview of the CSA

1.2.2 CSA Chair: Welcome, How to Participate in the AGM

1.2.3 Policy & Transition Manager: Importance of Quorum

1.2.4 VP External Shilik Hamad to explain Ambassador Role

### 1.3 Adoption of the Agenda

1.3.1 Motion to Approve the Agenda

1.3.2 Declarations of Conflicts

### 1.4 2021 AGM Minutes

1.4.1 Motion to Approve the 2021 AGM Minutes – March 16, 2021

1.4.2 Questions and Business Arising from the Minutes

### 1.5 Approval of Auditor's Report

The completion of the 2019-2020 audited financial statements was delayed due to the impact of Covid-19. The 2020-2021 audited financial statements are expected to be completed early in the summer semester and will be presented to the members as soon as possible.

1.5.1 Motion to Approve the Audit Report for the year ended April 30, 2020

1.5.2 Motion to Appoint BDO Canada LLP as Auditor for the year 2022 – 2023

### 1.6 Confirmation of Amendments to CSA Bylaws

(Since the previous 2021 AGM)

#### 1.6.1 Bylaw 1 – Organizational (Date of Board Approval)

a) Section 9.3: Town Halls (April 7, 2021)

b) Section 8.0: Standing Committees (October 27, 2021)

c) Subsection 4.16.7: Virtual Board Meeting Participation (February 2, 2022)

d) Subsection 9.1.2: Member Meeting Location (February 2, 2022)

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



- 1.6.2 **Bylaw 2 – Electoral** (Date of Board Approval)
  - a) Subsection 3.1: Referendum Submission Deadline (July 7, 2021)
  - b) Comprehensive Review (September 15, 2021)

- 1.6.3 **Bylaw 3 – Financial** (Date of Board Approval)
  - a) Section 5.0: Budgeting Process (July 28, 2021)

- 1.6.4 **Bylaw 4 – CSA Policy** (No amendments)

No revisions made to this bylaw since the previous AGM.

### 1.7 **Summary of 2021-2022 Amendments to CSA Policy Manual** (Since the previous 2021 AGM) Information Only

*Note: Item 1.7 reference information was presented in a separate Agenda Package Supplemental.*

- 1.7.1 **Appendix A – Internal CSA Policy**

Separated into Appendix A – Executive Portfolios, Appendix D – CSA Committees, and Appendix J – Internal CSA Policy (October 27, 2021)

- 1.7.2 **Appendix D – Bullring Human Resources**

Rescinded by the Board (May 26, 2021)

- 1.7.3 **Appendix A – Executive Portfolios**

(Formerly Appendix A – Internal CSA Policy)  
No substantive revisions were made to the content of this appendix.

- 1.7.4 **Appendix B – CSA Services Policy**
  - a) Section 1.0: Bullring Policy (May 26, 2021)

- 1.7.5 **Appendix C – Human Resources Policy**
  - a) Section 11.0: Vacation (May 26, 2021)
  - b) Section 12.0: Personal Emergency Days (PED) (May 26, 2021)

- 1.7.6 **Appendix D – CSA Committees**

(Formerly Appendix D – Bullring Human Resources)

  - a) Section 13.0: Bullring Operations Committee (May 26, 2021)
  - b) Section 3.0: Committees Overview (October 27, 2021)
  - c) Student Help and Advocacy Centre (SHAC) Advisory Committee was dissolved and all references to it were removed (February 2, 2022)

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.7.7 **Appendix E – Organizational Policy**

No revisions were made to this policy since the previous AGM.

### 1.7.8 **Appendix F – Clubs Handbook**

No revisions were made to this policy since the previous AGM.

### 1.7.9 **Appendix G – Electoral Policy**

- a) Section 13.3: Referendum Campaigning (July 7, 2021)
- b) Comprehensive Review (September 15, 2021)
- c) Subsection 4.2.1: Director Signatures (February 2, 2022)

### 1.7.10 **Appendix H – Second Floor Student Space Acceptable Use Policy**

No revisions to this policy since the previous AGM.

### 1.7.11 **Appendix I – Issues Policy**

No revisions to this policy since the previous AGM.

### 1.7.12 **Appendix J – Internal CSA Policy**

(Formerly Appendix A - Internal CSA Policy)

No substantive revisions were made to the content of this appendix.

## 1.8 **Summary of 2021-2022 Amendments to CSA Rules of Order**

(Since the previous 2021 AGM) (Information Only)

1.8.1 Section 3.12: Secret Ballot (February 2, 2022)

## 1.9 **Report of the Organization**

### 1.9.1 **Executive Updates**

- a) President – Nicole Walker
- b) VP Student Experience (Position currently vacant)
- c) VP Academic – Lisa Kazuhara
- d) VP External – Shilik Hamad

### 1.9.2 **CSA Service Updates**

- a) SafeWalk
- b) FoodBank
- c) Student Help and Advocacy Centre (SHAC)
- d) Student Events and Risk Management (SERM)
- e) CSA Clubs
- f) Bike Centre

## **MINUTES**

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



---

### **1.10 Business**

1.10.1 Submitted Motions (None received)

1.10.2 Open Forum

### **1.11 Adjournment**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



## Minutes – AGM – March 30, 2022

### 1.0 Call to Order

The meeting was called to order after quorum was met with 101 CSA Undergraduate members in attendance as verified by the CSA Office Manager & Executive Support at 5:11pm.

### 1.1 Land Acknowledgement

Hello everyone. We gather today in Guelph within the treaty lands and territory of the Mississaugas of the Credit First Nation and recognize that we meet within the bounds of the Between the Lakes Treaty Number 3, agreed upon by the Mississaugas of the Credit and the British Crown in 1792. More details of this treaty, specifically if you're interested, and I highly recommend it, can be found at [www.mnccfn.ca/treaty3](http://www.mnccfn.ca/treaty3). With the spirit of recognition, I want to acknowledge that this land, the parts divided, and relabelled under colonization, and the whole as Turtle Island, is home to many Indigenous peoples, some remembered and some we must remember again, since time immemorial. So let's bring to this meeting a spirit of reconciliation between Indigenous and non-Indigenous peoples, and the land that cares for us all.

Bella Harris

### 1.2 Welcome and Introductory Comments

#### 1.2.1 CSA President: Overview of the CSA

President Nicole Walker welcomed everyone to the AGM and she was happy that everyone could attend. She introduced herself and the CSA. She gave an overview of the incentives that would be provided to attendants in recognition of their participation. She noted that the AGM for graduate students was taking place the following evening, and that tonight's meeting was regarding undergraduate students, but that if graduate students wished, they could still attend it.

#### 1.2.2 CSA Chair: Welcome, How to Participate in the AGM

Chair Cameron Oleson provided an overview of the rules for the AGM and Robert's Rules so that members knew how to participate (the overview was guided by the How to Participate in the AGM document available on the CSA Website. He also



## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



specified any changes to these rules based on the use of Microsoft Teams as opposed to an in-person format.

### 1.2.3 Policy & Transition Manager: Importance of Quorum

Policy & Transition Manager Pete Wobschall emphasized the importance of quorum. If quorum is lost, the meeting will be stopped until it is regained. Attendees were encouraged to invite other students to join.

### 1.2.4 VP External Shilik Hamad: Ambassador Role

VP External Shilik Hamad reviewed her role as Ambassador for the meeting. She aims to assist any students having difficulties with participation or who have questions about Robert's Rules. She asked the Policy & Transition Manager about the specifics of how she could assist students in this manner.

Policy & Transition Manager Pete Wobschall suggested that she could potentially enter a breakout room with any students who needed assistance, or temporarily leave the meeting to connect with them for help via the chat function or a separate meeting.

VP External Shilik Hamad provided her Teams information for any members who need to get in contact with her during the meeting.

The Policy & Transition Manager provided additional information about how members could participate by voting on the motions in order to maintain accessibility for those attending.

## 1.3 Adoption of the Agenda

### 1.3.1 Approve the 2022 AGM Agenda

**MOTION:** That the agenda for the 2022 CSA AGM on **March 30, 2022** be approved as printed and distributed.

**Moved:** Member Taylor-Stackhouse

**Seconded:** Member Stevens

Member Bustraen and Member Vinet-Cecha abstained.

**Motion carried**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.3.2 Declarations of Conflicts

No conflicts were declared at this meeting.

### 1.4 2021 AGM Minutes

#### 1.4.1 Approve the 2021 AGM Minutes

**MOTION:** To approve the minutes from the 2021 CSA Annual General Meeting held on March 16, 2021.

**Moved:** Member Maharaj

**Seconded:** Member Rocha

**Motion carried**

#### 1.4.2 Questions and Business Arising from the Minutes

No questions arose from the Minutes.

### 1.5 Approval of Auditor's Report

The completion of the 2019-2020 audited financial statements was delayed due to the impact of Covid-19. The 2020-2021 audited financial statements are expected to be completed early in the summer semester and will be presented to the members as soon as possible.

#### 1.5.1 Approve the 2019-2020 Audit Report

**MOTION:** To receive the Audit Report for the year ended April 30, 2020, as presented in the March 30, 2022 CSA Annual General Meeting package, for information.

**Moved:** VP External Shilik Hamad

**Seconded:** Member Stevens

President Nicole Walker provided context by explaining that the audits for both the current and prior fiscal years are behind schedule, and this is why the audit from two years ago is the one being received for information.

**Motion carried**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.5.2 Appoint BDO Canada LLP as Auditor for 2021-2022

**MOTION:** To appoint BDO Canada LLP as Auditor for the CSA for the year 2021-2022.

**Moved:** President Nicole Walker

**Seconded:** Member Zuk

President Nicole Walker explained that BDO Canada has been the CSA's auditor for several years now. They have done an excellent job so the CSA wishes to continue using their services.

**Motion carried**

### ***Door Prizes Round 1***

The winners for \$10 Bullring gift cards were announced:

- Yan Yin Phoebe Yuen
- Esther Langendoen
- Karley George
- Bella Harris
- Sindhu Sindhu
- Chloe El Hani
- Isaac Bustraen
- Masoud Azizi Malekabadi
- Shaima Alam
- Gabrielle Nguyen

### 1.6 Confirmation of Amendments to CSA Bylaws

(Since the previous 2021 AGM)

#### 1.6.1 Bylaw 1 – Organizational (Date of Board Approval)

##### 1.6.1(a) Amendments to Bylaw 1 – Organizational, Section 9.3: Town Halls

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on April 7, 2021:

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**RESOLVED:** That the following subsection be added to Bylaw 1 – Organizational, Section 9.0: Members’ Meetings as recommended by the Policy & Bylaw Review Committee (PBRC):

### 9.3 Town Halls

9.3.1 The Executive Committee may use informal meetings, such as Town Halls, to promote communication with undergraduate students. Such meetings are designed to enhance engagement with CSA members, are not restricted in topic or format, and must be accessible to all students.

9.3.2 Town Halls are in addition to, and shall not be used as alternatives to, mandated ‘annual and other meetings of the members’ as identified in Section 9.1 Annual and Other Meetings of the Members.

**Moved:** VP Academic Lisa Kazuhara

**Seconded:** Member Persram

**Motion carried**

### 1.6.1(b) Amendments to Bylaw 1 – Organizational Section 8.0: Standing Committees

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on October 27, 2021:

**RESOLVED:** That Bylaw 1 – Organizational, Section 8.1 be updated to reflect the Standing Committees classification as identified in the proposed Appendix D – CSA Committees:

The Board shall maintain the following Standing Committees:

- a) Executive Committee
- b) Executive Evaluation Committee
- c) Finance Committee
- d) Petitions, Delegations and Representations (PDR) Committee
- e) Policy and Bylaw Review Committee (PBRC)
- f) Accessibility Committee
- g) Capacity, Analysis, and Planning Committee (CAPCOM)

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**Moved:** Member Mounir

**Seconded:** Member Conibear

**Motion carried**

### **1.6.1(c) Amendments to Bylaw 1 – Organizational, Subsection 4.16.7: Virtual Board Meeting Participation**

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022:

**RESOLVED:** That Bylaw 1 – Organizational be revised by:

Adding the following subsection to permit virtual participation in Board Meetings and set expectations and responsibilities of staff and Board members:

#### **4.16 Board Meetings**

4.16.7 Members of the Board of Directors or any committee designated by the Board of Directors may participate in a meeting of the Board or committee by means of a conference telephone, computer application, or similar permitted communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence, in person, at a meeting.

A member may attend a meeting and participate in Board deliberations and decisions by remote participation if the member is prevented from physically attending the meeting due to: personal illness or disability, out-of-town travel, unexpected lack of child-care, family member illness or emergency; weather conditions, military service, employment obligations, or a scheduling conflict.

Members are expected to provide notice at least 48 hours in advance, or in the event of an emergency, as soon as possible, to the Policy & Transition Manager when they are anticipating attending a meeting virtually.

The determination of a valid reason shall be made by the Policy & Transition Manager in conjunction with the Board Chair.

**Moved:** Member Stevens

**Seconded:** Member Mihaly

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



Policy & Transition Manager Pete Wobschall explained that bylaws are processed individually as they are the highest level of policy for the organization. These bylaws are part of who the CSA is as registered with the Province under the Ontario Not-for-Profit Corporations Act.

**Motion carried**

### **1.6.1(d) Amendments to Bylaw 1 – Organizational Subsection 9.1.2: Member Meeting Location**

**MOTION:** To confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022:

**RESOLVED:** That Bylaw 1 – Organizational be revised by:

Reinstating the following section, with the addition of a subsection explicitly permitting in-person, virtual, or hybrid member meetings, including Annual General Meetings (AGMs):

9.0 Members' Meetings

9.1.2 Member Meetings, including the Annual General Meeting (AGM), shall be held at the University of Guelph or elsewhere in the City of Guelph, at a time and place determined by the Board of Directors.

a) Member Meetings may be held physically (in-person), virtually (remotely), or in a combination of both formats (hybrid) as determined by the Board of Directors.

**Moved:** Member Stevens

**Seconded:** Member Bhakta

**Motion carried**

### **1.6.2(a) Amendments to Bylaw 2 – Electoral, Subsection 3.1: Referendum Submission Deadline**

**MOTION:** To confirm the following amendment to **Bylaw 2 – Electoral** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on July 7, 2021:

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**RESOLVED:** that Bylaw 2 – Electoral, Section 3.1 be revised from:

Referendum questions may be accepted by the CSA Elections Office following the first day of the Fall semester until the last day of classes in the Fall semester.

To:

Referendum questions may be accepted by the CSA Elections Office following the first day of the Summer semester until the last day of classes in the Fall semester.

**Moved:** VP External Shilik Hamad

**Seconded:** Member Persram

**Motion carried**

### 1.6.2(b) Amendments to Bylaw 2 – Electoral – Comprehensive Review

**MOTION:** To confirm amendments to **Bylaw 2 – Electoral** resulting from a comprehensive review conducted by the Policy & Bylaw Review Committee (PBRC), and that includes numerous amendments as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on September 15, 2021.

**Moved:** Member Taylor-Stackhouse

**Seconded:** Member George

**Motion carried**

### 1.6.3 Amendments to Bylaw 3 – Financial

#### 1.6.3(a) 5.0 Budgeting Process

**MOTION:** To confirm the following amendment to **Bylaw 3 – Financial** as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on July 28, 2021:

**RESOLVED:** That Bylaw 3 – Financial, Section 5.0: Budgeting Process, subsection 5.1 be amended to:

The budget of the Central Student Association shall be determined during the Winter semester for the upcoming year. The budget shall be presented to the Board of Directors before the last Board meeting of the winter semester. The President will oversee the budgeting process in adherence with CSA Bylaws and

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



Policies. The Business Manager is responsible for the development of the draft budget. The process shall include consultation with the Executive Committee, Program Coordinators, and the Finance Committee.

**Moved:** VP External Shilik Hamad

**Seconded:** Member Stevens

**Motion carried**

### 1.6.4 Bylaw 4 – CSA Policy

No revisions were made to this bylaw since the previous AGM.

### 1.7 Receive Policy Amendments as Approved by the CSA Board of Directors

*Note: Item 1.7 reference information was presented in a separate Agenda Package Supplemental.*

**MOTION:** To receive the following amendments to CSA Policies Appendices as approved by the CSA Board of Directors on the stated date, as information:

#### 1.7.1 Appendix A – Internal CSA Policy

Separated into Appendix A – Executive Portfolios, Appendix D – CSA Committees, and Appendix J – Internal CSA Policy (October 27, 2021)

#### 1.7.2 Appendix D – Bullring Human Resources

Rescinded by the Board (May 26, 2021)

#### 1.7.3 Appendix A – Executive Portfolios

(Formerly Appendix A – Internal CSA Policy)

No substantive revisions were made to this appendix.

#### 1.7.4 Appendix B – CSA Services Policy

a) Section 1.0: Bullring Policy (May 26, 2021)

#### 1.7.5 Appendix C – Human Resources Policy

a) Section 11.0: Vacation (May 26, 2021)

b) Section 12.0: Personal Emergency Days (PED) (May 26, 2021)



## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.7.6 Appendix D – CSA Committees

(Formerly Appendix D – Bullring Human Resources)

- a) Section 13.0: Bullring Operations Committee (May 26, 2021)
- b) Section 3.0: Committees Overview (October 27, 2021)
- c) Student Help and Advocacy Centre (SHAC) Advisory Committee was dissolved and all references to it were removed (February 2, 2022)

### 1.7.7 Appendix E – Organizational Policy

No revisions to this policy were made since the previous AGM.

### 1.7.8 Appendix F – Clubs Handbook

No revisions to this policy were made since the previous AGM.

### 1.7.9 Appendix G – Electoral Policy

- a) Section 13.3: Referendum Campaigning (July 7, 2021)
- b) Comprehensive Review (September 15, 2021)
- c) Subsection 4.2.1: Director Signatures (February 2, 2022)

### 1.7.10 Appendix H – Second Floor Student Space Acceptable Use Policy

No revisions to this policy were made since the previous AGM.

### 1.7.11 Appendix I – Issues Policy

No revisions to this policy were made since the previous AGM.

### 1.7.12 Appendix J – Internal CSA Policy

(Formerly: Appendix A - Internal CSA Policy)

No substantive revisions were made to this appendix.

**Moved:** Member Stevens

**Seconded:** VP External Shilik Hamad

**Motion carried**

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### 1.8 Summary of 2021-2022 Amendments to CSA Rules of Order (Since the previous 2021 AGM) Information Only

#### 1.8.1 Amendments to CSA Rules of Order Section 3.12: Secret Ballot

**MOTION:** To receive the following amendment to CSA Rules of Order as presented in the 2022 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 2, 2022, as information:

**RESOLVED:** That the CSA Rules of Order, Section 3.12 be amended to prescribe a paper ballot system for in-person meetings, and permits virtual secret ballot voting as required; which includes providing a procedure that verifies each member's vote, and maintains voter anonymity.

**Moved:** VP External Shilik Hamad

**Seconded:** Member Bedi

**Motion carried**

### 1.9 Report of the Organization

#### 1.9.1 Executive Updates

##### a) President – Nicole Walker

President Nicole Walker thanked members for their participation in the meeting. She highlighted major activities of the CSA. These included challenges faced such as the pandemic, but also a number of achievements. During the year, the CSA approved the student bus pass referendum, which had more than 6,000 students participating. The CSA also brought back the late-night bus service. Following the Return to Campus survey, many students had indicated that there was an increased need for mental health support. In response to this, the CSA approached the University administration and asked for additional funding for mental health supports. As a result, there will be increased funding dedicated to the online counselling service, Feeling Better Now, which is offered through the student health plan. This year as well, the CSA navigated the reopening of all its services, which are fully back in-person or hybrid. Clubs' spaces have reopened, the Bullring is seeing increased traffic, and programming is returning, such as the Sexy Bingo Night tomorrow evening. The President noted the great work of various CSA members such as the CSA Directors, who allow the CSA to accomplish day-to-day work. She also noted that there will be a Fall by-election; members who will still be undergraduates in the Fall and would like to be more

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



involved with the CSA should consider running. She thanked the service staff, core staff, and permanent staff for all of their great work this year. She looks forward to the upcoming year and the opportunities it will present for additional student advocacy and involvement in the CSA. She offered to answer any questions from members.

### **b) VP Student Experience (Position currently vacant)**

### **c) VP Academic – Lisa Kazuhara**

VP Academic Lisa Kazuhara began by explaining the scope of her role and the committees and partners she is involved with. These include accessibility services, Wellness, course selections and course outlines, library services, and collaborating with academic Deans, among other activities. Some of her main projects this year were the Student Memorial Service and the Art in the Bullring event. She also spearheaded the Return to Campus Survey which received over 5,000 responses. Based on these responses she will be advocating for students to receive the course delivery formats that they would like. The Professional and Career Development Record is another project she has taken on this year, in collaboration with the Experiential Learning Hub. This project will allow students to see all their experiential learning opportunities both on and off campus under the Professional and Career Development records on the Experience Guelph website. Students can then link these experiences to their Linked-in profiles, which will help to make their involvement in these activities during their time at the University of Guelph more visible. She has been supervising the Student Help and Advocacy Centre, as well as SafeWalk, and SE&RM. All of these services have been doing great work this year, which will be detailed more during the Service Updates section of the meeting. She sits on the University of Guelph Senate, as well as the Board of Undergraduate Studies. She is happy to answer any questions or respond to any comments that students have for her regarding her role.

### **d) VP External – Shilik Hamad**

VP External Shilik Hamad began by giving an introduction of her role and thanking members for their involvement in this meeting. In October, due to the rise of gender-based violence on campuses, the CSA led a successful walk out in support of student survivors which had over 200 supporters. This led to more discussions with University administration to assess policies, support, and culture regarding sexual violence. This is in part why events such as tomorrow's Sexy Bingo with a focus on Consent are occurring. Other initiatives include working with Guelph Hillel on Holocaust education week, working with Guelph Black Student Association, Guelph Women in Leadership, and the Cultural Diversity

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



Office. For Black Heritage Month they invited Minna Salami to speak at the University. She worked with the PSSA and Amer Zahr on a Comedy Show. She also assisted the BIPOC Student Coalition on maintaining their work, and assisted the UofG Campus Coalition on putting together solidarity statements and initiatives on things that are affecting the students. VP External Shilik Hamad frequently mobilizes with students on issues that they care about, and represents them on federal, provincial, and municipal levels. This includes issues surrounding students such as elections. As a result, during Lobby week she met with MPPs to discuss post-secondary education and how to support students better. This included a town hall with Mike Schriner from Guelph. She is also the supervisor of the FoodBank and the Bike Centre. After having the Bike Centre closed for over a year, they were really happy to have it reopened, and tomorrow the Bike Auction is starting. The UPass was reinstated this year, and the late-night service was introduced. Finally, she sits on a variety of other committees that she would be happy to share about with students if they are interested. She is happy to answer any questions or comments that students may have regarding her work in this position.

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

- a) President – Nicole Walker
- b) VP Student Experience (Position currently vacant)
- c) VP Academic – Lisa Kazuhara
- d) VP External – Shilik Hamad

**Moved:** Member Stevens

**Seconded:** Member Bedi

Member McMillan abstained.

**Motion carried**

### ***Door Prizes Round 2***

The winners for the \$10 Bullring gift cards were announced:

- Akshay Babubhai Dangariya
- Olivia Wells
- Stephanie Fletcher
- Michael Pacheco
- Margaret-Josephine Hickson
- Wesolim Abambora
- Kyle Farquharson
- Joni Babulal

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



- Yuha Khan
- Caitlin Holder

The winners for the \$50 gift cards were announced:

- Sofie Julien
- Joshua Vito
- Keshini Digamber
- Jennifer Penney-Moccio
- Briyenne Babulal

### 1.9.2 CSA Service Updates

#### a) SafeWalk

VP Academic Lisa Kazuhara gave an overview of the SafeWalk experience this year with the pandemic. They ran at a reduced schedule due to public health restrictions, but they have since resumed their services at full capacity. More details are available in the Board Package, and she is happy to provide any additional information to any students who are interested.

#### b) FoodBank

VP External Shilik Hamad provided a quick run-down of the FoodBank. They provide graduate and undergraduate students with access to food and anti-poverty resources, as well as referrals to other services and resources. The service is confidential and by appointment only. Each person has access to thirty items per month, plus 30 per month per additional dependant. The FoodBank has been able to expand their service a lot this year as well, due to the hiring of additional assistants. She is happy to answer any questions students may have as well.

Member Bhakta had a question about the CSA's services, such as the FoodBank, in the past year. Member Bhakta asked whether the CSA has been monitoring whether the level of participation with the FoodBank has been impacted by the pandemic and by any potential supply chain issues?

President Nicole Walker noted that there has actually been an uptick in users in the FoodBank since the beginning of the pandemic. The FoodBank is now currently operating at maximum capacity due to increased food insecurity on campus during the pandemic. They are working to help the students accessing the service receive additional supports. They source the Food locally through the Seed Guelph. They haven't seen supply issues due to sourcing them locally.

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



Member Chesbro asked if students were able to donate to the FoodBank, and if so, how they would go about doing so?

VP External Shilik Hamad noted that students may contact the FoodBank Coordinator and ask about donating some food.

President Nicole Walker added that personal donations may be dropped off directly at the FoodBank during their hours of operation. Additionally, students can also email the FoodBank at [foodbank@uoguelph.ca](mailto:foodbank@uoguelph.ca) as VP External Shilik Hamad noted. The FoodBank Coordinator did an exceptional job of acquiring donations and ran several fundraisers this year. Another option for students wishing to contribute is to visit the CSA's front office as there is a donation jar there. Funding was provided by alumni and through initiatives across campus, such as \$2 donations at the Bullring with the proceeds going to the FoodBank.

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

VP Academic Lisa Kazuhara explained the role of SHAC. It provides a safe space for students to ask questions on legal issues and receive information. This could include housing or tenancy, academics, financial issues, human rights issues, and more. They have a lawyer and a paralegal who comes in once a week to provide free legal advice. The Coordinator and Assistant Coordinators also have office hours during which they can provide additional information. The service was operating in virtual format but it is currently running as a hybrid again. Since they had fewer visits to their office during the Fall semester, the Assistants have been producing online resources and creating a podcast with helpful information for students. Once they are back in person, they are hoping to have more events on campus to educate people on academic issues. She was happy to answer any questions that students have regarding this service.

### **d) Student Events and Risk Management (SE&RM)**

VP Academic Lisa Kazuhara explained the role of the SE&RM service. This service is responsible for reviewing all student-run events on campus and ensuring that they follow the University rules and other guidelines to ensure proper insurance. Events were starting to happen on campus again as restrictions surrounding the pandemic began to ease. SE&RM has adapted despite it being a difficult year for the service, as they have had to keep up to date with frequently changing public health guidelines. She thanked the Coordinator Adam Zuill for his great work, and the Clubs Programming Coordinator Shaima Alam for her great work, as she was also one of the SE&RM reviewers.

## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



### e) CSA Clubs

President Nicole Walker explained that she has taken on the role of supervising the Clubs staff due to the vacancy in the Student Experience position. The Clubs office supports over 130 accredited clubs on campus. They are currently working on the accreditation process for the summer 2022 semester so that students can participate in orientation week events. They are also working to launch a satisfaction survey for next year, so that they know how to better improve next year. They did clubs day virtually this year and they are looking forward to holding this in person again next year. 15 new clubs were accredited this year. They also streamlined the process to make it easier to submit an application. The Clubs office has been working on rebranding for a cleaner look, and they have also updated their slogan. They are excited to promote their service more on social media. They have an updated Clubs Directory this year and they are working on a new booking system as well. They also had an event this year called Club Hub which was an opportunity for Clubs leaders to socialize and get to know each other. They had a great turnout for that. If anyone has any questions, they can contact the Administrative Coordinator Alex Charette whose information is available on the CSA Clubs page.

### f) Bike Centre

VP External Shilik Hamad provided an update about the Bike Centre and its reopening process this year. The Bike Centre Coordinator has done a great job making this transition. She provided information on the services that the Bike Centre provides and how students can access this service. In summary, the Bike Centre is a do-it-yourself repair shop where students can access tools, parts, and training for bicycle repairs and maintenance. To access this service, students can book appointments during their hours of operation. Some highlights this year include the creation of the Student Housing and Lending Program, where students who live in residences on campus can access bikes. Additionally, bidding on the Bike Auction starts tomorrow. If anyone has any questions, she is happy to answer them or she would recommend reaching out to the Bike Centre Coordinator directly.

**MOTION:** To receive the following CSA Service Updates as information at the 2022 CSA Annual General Meeting on March 30, 2022:

- a) SafeWalk
- b) FoodBank
- c) Student Help and Advocacy Centre (SHAC)
- d) Student Events and Risk Management (SE&RM)
- e) CSA Clubs
- f) Bike Centre



## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



**Moved:** Member Persram

**Seconded:** Member Mounir

Member McMillan abstained.

### **Motion carried**

## **1.10 Business**

### **1.10.1 Submitted Motions**

No motions were received.

### **1.10.2 Open Forum**

Member Harris, who represents the College of Arts on the Board of Directors, shared with attendees that they are currently working on buttons for students in the GQE office. So far, she has made 27 buttons and shared some of them with participants of the meeting. They invited students to access the GQE's office hours at some point to pick up the buttons. They shared about a GQE study event happening on Friday from noon to 4 pm in the UC Room 441, where students can come to study to help each other focus better.

Members used the chat function to ask where the buttons could be found.

Member Harris responded that the buttons are in the GQE office in Room 270 of the University Centre.

Member George asked about the due date for the budget of the Mature Students' Association.

Clubs Coordinator Alex Charette responded to Member George by stating that extra money is kept in the Clubs Account for the following year so it can be spent then instead. He encourages the Member to send him an email so he can evaluate their specific situation so he can provide them with appropriate guidance.

Member Barich had a question about whether hybrid classes will continue to be offered in the Fall and why some haven't been offered in this current school year.

VP Academic Lisa Kazuhara responded by thanking the Member for raising this concern. She noted that this was part of the reason that the Return to Campus Survey was conducted. She reaffirmed the benefits of a hybrid format for classes and assured the Member that she has been advocating accordingly. From the policy perspective, the University's agreement with the Teachers' Association gives



## MINUTES

2022 Annual General Meeting (AGM)

March 30, 2022 – 5:00 pm

Microsoft Teams



professors the right to hold the courses in the format they prefer. As a result, obtaining a hybrid format for classes is a work in process. They are striking a working task force at the CSA, starting with the Board of Directors and herself. They are hoping to open that up in May to the general student population and gather more opinions at that point. Students received a Covid-19 update from the University today. The CSA also recognizes that there have been major outbreaks on campus right now, and she has been having an ongoing conversation with the University regarding this. Currently, the University advises students to contact their program counsellors if they will miss an exam as a result of being sick; the CSA recognizes that this may overwhelm program counsellors as exam season is fast approaching. As a result, VP Academic Lisa Kazuhara will be meeting with the program counsellors to see how this can be mitigated in the upcoming weeks. Students are not currently required to provide a doctor's note to receive these exam accommodations. She is happy to contact professors who are unwilling to provide this support on behalf of students to vouch for their right to these accommodations.

President Nicole Walker noted that recorded lectures would be the first goal, but that ideally, they would aim for live hybrid lectures. The CSA will continue advocating for this with its new Executive team, as they recognize the benefits of hybrid lectures even beyond the scope of the pandemic for accessibility purposes. They recognize that some of the results for the Return to Campus survey are not moving as quickly as the student body is hoping for. She assured members that they are seeing progress in their conversations with the University, and they will continue to push for representation of student interests based on the survey results. They are currently fulfilling four Executive positions as a team of three, so they appreciate students' patience in these matters.

### **Grand Prizes**

The winners of the \$500 tuition credits were announced:

- Jessica Pink
- Gautam Kakar
- Emma Durnin

**Quorum was lost at 7:26 pm just prior to the motion to adjourn and the Chair adjourned the meeting.**

## **MOTION**

2023 Annual General Meeting (AGM)  
November 22, 2023 – 6:00 pm  
Peter Clark Hall



---

### **AGM Item 1.5.1 Receive the 2020-2021 Audit Report**

**WHEREAS** the audited statements for 2020-2021 were reviewed by the Finance Committee, per CSA Policy Manual Appendix D – Committees, section 6.6; and

**WHEREAS** the audited statements were approved by the CSA Board of Directors at the Board Meeting on July 27, 2022;

**RESOLVED** to receive the Audit Report for the year ended April 30, 2021, as presented in the November 22, 2023 CSA Annual General Meeting package, as information.

**Moved:**  
**Seconded:**

---

### **AGM Item 1.5.2 Appoint BDO Canada LLP as Auditor for 2022-2023**

**MOTION** to appoint BDO Canada LLP as Auditor for the CSA for the year 2022-2023.

**Moved:**  
**Seconded:**

---

### **AGM Item 1.5.3 Appoint BDO Canada LLP as Auditor for 2023-2024**

**MOTION** to appoint BDO Canada LLP as Auditor for the CSA for the year 2023-2024.

**Moved:**  
**Seconded:**

**The University of Guelph Central  
Student Association  
Financial Statements  
For the Year Ended April 30, 2021**

**The University of Guelph Central Student Association**  
**Financial Statements**  
**For the Year Ended April 30, 2021**

**Contents**

---

<b>Independent Auditor's Report</b>	<b>1 - 3</b>
<b>Financial Statements</b>	
Statement of Financial Position	4
Statement of Changes in Net Assets	5 - 6
Statement of Operations - Unrestricted	7
Statement of Cash Flows	8
Notes to Financial Statements	9 - 20
<b>Schedules</b>	
Schedule of Council - General	21
Schedule of VP Academic	22
Schedule of VP External	23
Schedule of VP Student Experience	24
Schedule of Live Entertainment	25
Schedule of Films	26
Schedule of Programmes	27
Schedule of General Programming (Entertainment)	28
Schedule of Administration	29
Schedule of The Bullring Operations	30
Schedule of Promotional Services	31

---

## Independent Auditor's Report

---

**To the Members of  
The University of Guelph Central Student Association**

**Qualified Opinion**

We have audited the financial statements of The University of Guelph Central Student Association (the Association), which comprise the statement of financial position as at April 30, 2021, the statements of operations - unrestricted, operations and changes in net assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matters described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at April 30, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

**Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Association derives revenue from sales, sundry and fundraising revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether any adjustments might be necessary to sales, sundry and fundraising revenues, excess (deficiency) of revenues over expenditures, and cash flows from operations for the years ended April 30, 2021 and 2020, current assets as at April 30, 2021 and 2020, and net assets as at May 1 and April 30 for both the 2021 and 2020 years.

We were unable to obtain sufficient appropriate audit evidence to support the partnership loss which is stated on the statement of operations and changes in net assets in the amount of \$2,345 (2020 - income of \$18,251) and the Investment in Cannon.ca Partnership which is stated on the statement of financial position at \$60,738 (2020 - \$63,083). As a result of this matter, we were unable to determine the adjustments, if any, that might have been found necessary in respect of partnership income and net surplus for the years ended April 30, 2021 and 2020, Investment in Cannon.ca Partnership as at April 30, 2021 and 2020 and net assets externally restricted as at May 1 and April 30 for both the 2021 and 2020 years.

Our audit opinion on the financial statements for the year ended April 30, 2020 was modified accordingly because of the possible effects of these limitations in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the

financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

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

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

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

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Chartered Professional Accountants, Licensed Public Accountants

Guelph, Ontario  
March 15, 2022

# The University of Guelph Central Student Association

## Statement of Financial Position

April 30	2021	2020
<b>Assets</b>		
<b>Current</b>		
Cash (Note 2)	\$ 4,001,260	\$ 3,987,601
Short-term investments (Note 3)	261,500	465,348
Accounts receivable - other	4,606	44,466
Accounts receivable - Bullring	-	1,379
Government remittances receivable	18,732	-
Prepaid expenses	1,131	-
	<u>4,287,229</u>	<u>4,498,794</u>
Long-term investments (Note 4)	938,915	316,750
Investment in University Centre Services (Note 5)	60,000	60,000
Investment in Cannon.ca Partnership (Note 6)	60,738	63,083
Capital assets (Note 7)	<u>357,172</u>	<u>390,916</u>
	<u><b>\$ 5,704,054</b></u>	<u><b>\$ 5,329,543</b></u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable (Note 8)	\$ 2,150,676	\$ 2,097,782
Government remittances payable	-	24,219
Deferred revenue	1,179	2,485
	<u>2,151,855</u>	<u>2,124,486</u>
<b>Net Assets</b>		
<b>Net assets externally restricted (Page 5)</b>		
- Dental plan reserve (Note 9)	829,764	360,424
- Health plan reserve (Note 10)	668,299	853,379
- Affordable housing reserve (Note 11)	99,725	72,660
- Late night service reserve (Note 12)	54,608	54,107
- Food bank reserve (Note 13)	29,324	18,939
- Menstrual hygiene reserve (Note 14)	69,104	51,633
- Cannon.ca reserve (Note 6)	60,738	63,083
	<u>1,811,562</u>	<u>1,474,225</u>
<b>Net assets internally restricted (Page 6)</b>		
- SafeWalk reserve (Note 15)	3,386	5,365
- Bullring capital reserve (Note 16)	128,243	127,558
- Live entertainment reserve (Note 17)	131,026	57,245
	<u>262,655</u>	<u>190,168</u>
<b>Net assets invested in capital assets (Page 6)</b>	357,172	390,916
<b>Unrestricted net assets (Page 6)</b>	<u>1,120,810</u>	<u>1,149,748</u>
	<u>3,552,199</u>	<u>3,205,057</u>
	<u><b>\$ 5,704,054</b></u>	<u><b>\$ 5,329,543</b></u>



## The University of Guelph Central Student Association Statement of Operations and Changes in Net Assets

For the year ended April 30	Externally Restricted Dental Plan Reserve	Externally Restricted Health Plan Reserve	Externally Restricted Affordable Housing Reserve	Externally Restricted Late Night Service Reserve	Externally Restricted Food Bank Reserve	Externally Restricted Menstrual Hygiene Initiative Reserve	Externally Restricted Cannon.ca Reserve	Externally Restricted Subtotal
<b>Net assets, beginning of the year</b>	\$ 360,424	\$ 853,379	\$ 72,660	\$ 54,107	\$ 18,939	\$ 51,633	\$ 63,083	\$ 1,474,225
Student fees collected	2,438,470	3,521,245	26,603	-	150,273	18,669	-	6,155,260
COVID-19 relief	449,291	81,463	-	-	35,000	-	-	565,754
Interest earned	14,536	19,435	462	283	109	-	-	34,825
Partnership loss	-	-	-	-	-	-	(2,345)	(2,345)
Premiums for the year	(2,413,157)	(3,775,873)	-	-	-	-	-	(6,189,030)
Administration fees	(19,800)	(31,350)	-	-	-	-	-	(51,150)
Other revenues (expenditures)	-	-	-	218	(174,997)	(1,198)	-	(175,977)
<b>Operating surplus (deficit)</b>	<b>469,340</b>	<b>(185,080)</b>	<b>27,065</b>	<b>501</b>	<b>10,385</b>	<b>17,471</b>	<b>(2,345)</b>	<b>337,337</b>
Purchase of capital assets	-	-	-	-	-	-	-	-
Internal transfers (Note 18)	-	-	-	-	-	-	-	-
Prior year surplus to reserve	-	-	-	-	-	-	-	-
<b>Excess (deficiency) of revenues over expenditures</b>	<b>469,340</b>	<b>(185,080)</b>	<b>27,065</b>	<b>501</b>	<b>10,385</b>	<b>17,471</b>	<b>(2,345)</b>	<b>337,337</b>
<b>Net assets, end of the year</b>	<b>\$ 829,764</b>	<b>\$ 668,299</b>	<b>\$ 99,725</b>	<b>\$ 54,608</b>	<b>\$ 29,324</b>	<b>\$ 69,104</b>	<b>\$ 60,738</b>	<b>\$ 1,811,562</b>

The accompanying notes are an integral part of these financial statements.

## The University of Guelph Central Student Association Statement of Operations and Changes in Net Assets

For the year ended April 30	Externally Restricted Subtotal	Internally Restricted Bullring Capital Reserve	Internally Restricted Live Entertainment Reserve	Internally Restricted SafeWalk Reserve	Internally Restricted Subtotal	Invested in Capital Assets	Unrestricted	2021 Total	2020 Total
<b>Net assets, beginning of the year</b>	<b>\$ 1,474,225</b>	<b>\$ 127,558</b>	<b>\$ 57,245</b>	<b>\$ 5,365</b>	<b>\$ 190,168</b>	<b>\$ 390,916</b>	<b>\$ 1,149,748</b>	<b>\$ 3,205,057</b>	<b>\$ 2,932,636</b>
Student fees collected	6,155,260	-	-	-	-	-	-	6,155,260	6,751,488
COVID-19 relief	565,754	-	-	-	-	-	-	565,754	-
Interest earned	34,825	685	-	-	685	-	-	35,510	57,641
Partnership loss	(2,345)	-	-	-	-	-	-	(2,345)	18,251
Premiums for the year	(6,189,030)	-	-	-	-	-	-	(6,189,030)	(6,029,006)
Administration fees	(51,150)	-	-	-	-	-	-	(51,150)	(53,061)
Service fees	-	-	-	-	-	-	-	-	(393,267)
Other revenues (expenditures)	(175,977)	-	800	-	800	-	-	(175,177)	(180,940)
Excess (deficiency) of revenues over expenditures (unrestricted)	-	-	-	-	-	(74,574)	82,894	8,320	101,315
<b>Operating surplus (deficit)</b>	<b>337,337</b>	<b>685</b>	<b>800</b>	<b>-</b>	<b>1,485</b>	<b>(74,574)</b>	<b>82,894</b>	<b>347,142</b>	<b>272,421</b>
Purchase of capital assets	-	-	-	-	-	40,830	(40,830)	-	-
Internal transfers (Note 18)	-	-	72,981	(1,979)	71,002	-	(71,002)	-	-
<b>Excess (deficiency) of revenues over expenditures</b>	<b>337,337</b>	<b>685</b>	<b>73,781</b>	<b>(1,979)</b>	<b>72,487</b>	<b>(33,744)</b>	<b>(28,938)</b>	<b>347,142</b>	<b>272,421</b>
<b>Net assets, end of the year</b>	<b>\$ 1,811,562</b>	<b>\$ 128,243</b>	<b>\$ 131,026</b>	<b>\$ 3,386</b>	<b>\$ 262,655</b>	<b>\$ 357,172</b>	<b>\$ 1,120,810</b>	<b>\$ 3,552,199</b>	<b>\$ 3,205,057</b>

The accompanying notes are an integral part of these financial statements.

# The University of Guelph Central Student Association

## Statement of Operations - Unrestricted

For the year ended April 30	2021	2020
<b>Revenue</b>		
Administration	\$ 426,524	\$ 600,539
The Bullring	230,238	1,137,406
Live entertainment	85,000	68,832
General programming (entertainment)	63,600	73,044
VP Student experience	62,150	53,200
Promotional services	50,800	50,622
VP External	44,000	40,700
Council - general	43,392	120,056
Programmes	29,600	92,552
VP Academic	26,000	42,619
Films	21,200	20,498
	1,082,504	2,300,068
<b>Expenditures</b>		
Administration	418,334	461,014
The Bullring	210,707	680,562
Council - general	105,244	174,362
General programming (entertainment)	58,869	92,335
VP Student experience	55,429	50,911
Promotional services	51,437	51,876
VP External	44,086	40,923
Live entertainment	39,911	89,994
The Bullring - cost of sales	38,691	421,457
Programmes	33,216	84,110
VP Academic	18,230	43,482
Films	30	7,727
	1,074,184	2,198,753
<b>Excess of revenues over expenditures</b>	\$ 8,320	\$ 101,315

The accompanying notes are an integral part of these financial statements.

## The University of Guelph Central Student Association Statement of Cash Flows

For the year ended April 30	2021	2020
<b>Cash flows from operating activities</b>		
Excess of revenues over expenditures	\$ 347,142	\$ 272,421
Items not affecting cash:		
Amortization	74,574	70,133
Net loss (income) - Cannon.ca partnership	2,345	(18,251)
	<u>424,061</u>	<u>324,303</u>
Changes in non-cash working capital:		
Accounts receivable	41,239	(33,246)
Prepaid expenses	(1,131)	-
Accounts payable	52,894	479,492
Government remittances payable	(42,951)	(46,557)
Deferred revenue	(1,306)	(15,044)
	<u>472,806</u>	<u>708,948</u>
<b>Cash flows from investing activities</b>		
Purchase of capital assets	(40,830)	(36,518)
Purchase of investments	(874,954)	(400,000)
Proceeds on disposal of investments	474,955	206,155
Investment income reinvested	(18,318)	(15,103)
	<u>(459,147)</u>	<u>(245,466)</u>
<b>Net increase in cash</b>	<b>13,659</b>	<b>463,482</b>
<b>Cash, beginning of the year (Note 2)</b>	<b><u>3,987,601</u></b>	<b><u>3,524,119</u></b>
<b>Cash, end of the year (Note 2)</b>	<b><u>\$ 4,001,260</u></b>	<b><u>\$ 3,987,601</u></b>

The accompanying notes are an integral part of these financial statements.

---

# The University of Guelph Central Student Association

## Notes to Financial Statements

April 30, 2021

---

### 1 . Significant Accounting Policies

Nature of Business	<p>The University of Guelph Central Student Association (the "Association") was incorporated without share capital on May 31, 1979, under the laws of Ontario and provides services to the student body of the University of Guelph, on a not-for-profit basis.</p> <p>The Association is a non-profit organization and, as such, is exempt from income tax.</p>														
Basis of Accounting	<p>The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.</p>														
Financial Instruments	<p>Financial instruments are recorded at fair value when acquired or issued. All guaranteed investment certificates have been designated to be in the fair value category, with gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.</p>														
Capital Assets	<p>Capital assets are recorded at cost. Amortization based on the estimated useful life of the asset is calculated as follows:</p> <table><tr><td></td><td>Method</td><td>Rate</td></tr><tr><td>Furniture and equipment</td><td>Straight-line</td><td>10 years</td></tr><tr><td>Computer equipment</td><td>Straight-line</td><td>5 years</td></tr><tr><td>Leasehold improvements</td><td>Straight-line</td><td>12 years</td></tr></table>				Method	Rate	Furniture and equipment	Straight-line	10 years	Computer equipment	Straight-line	5 years	Leasehold improvements	Straight-line	12 years
	Method	Rate													
Furniture and equipment	Straight-line	10 years													
Computer equipment	Straight-line	5 years													
Leasehold improvements	Straight-line	12 years													
Investment in University Centre Services	<p>The investment in University Centre Services is recorded at cost.</p>														
Investment in Cannon.ca Partnership	<p>The partnership is accounted for by the equity method in the Association's financial statements.</p>														

---

# The University of Guelph Central Student Association

## Notes to Financial Statements

April 30, 2021

---

### 1. Significant Accounting Policies (continued)

#### Fund Accounting

The Association follows the restricted fund method of accounting using the following funds:

The Dental Plan Reserve Fund is externally restricted for the purpose of funding the students' dental plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and dental plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Health Plan Reserve Fund is externally restricted for the purpose of funding the students' health plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and on the health plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Affordable Housing Reserve Fund is externally restricted for the purpose of upgrading accessibility of housing for students with special needs. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees.

The Late Night Service Reserve Fund is externally restricted for the purpose of providing late night bus services to the students. Revenues earned in the fund are generated from student fees and interest.

The Food Bank Reserve Fund is externally restricted for the purpose of purchasing food to be distributed to low income students. Revenues earned in the fund are generated from student fees. Interest earned on the reserve fund balance during the year becomes part of the fund.

The Menstrual Hygiene Reserve Fund is externally restricted for the purpose of providing hygiene products to students. Revenues earned in the fund are generated from student fees. All funds are included in the operating bank account.

The Cannon.ca Reserve Fund is externally restricted for the purpose of financing future deficits of the partnership. Revenues earned in the fund are generated from the operation of The Cannon.ca.

The SafeWalk Reserve Fund is externally restricted for the purpose of funding SafeWalk program expenditures. Revenues earned in the fund are generated from student fees. This reserve was established during the current fiscal year and all funds are included in the operating bank account.

---

# The University of Guelph Central Student Association

## Notes to Financial Statements

April 30, 2021

---

### 1. Significant Accounting Policies (continued)

The Bullring Capital Reserve Fund is internally restricted for the purpose of funding capital expenditures. Interest earned on the reserve fund balance during the year becomes part of the fund.

The Live Entertainment Reserve Fund is internally restricted for the purpose of providing events to students. Revenues earned in the fund are generated from student fees and door receipts. All funds are included in the operating bank account.

#### Revenue Recognition

The Association follows the restricted fund method of accounting for contributions.

Restricted amounts are recognized as revenue of the appropriate restricted fund when received or receivable. If no appropriate restricted fund is presented, then the restricted amount is recognized as unrestricted revenue in the year in which the related expenditures are incurred. Unrestricted amounts are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

The collection and amount of non-academic incidental fees charged to students is regulated by the Ontario Ministry of Training Colleges and Universities through its Ontario Operating Funds Distribution Manual and Compulsory Ancillary Fee Policy Guidelines. Pursuant to these, a change to, or introduction of, a fee must be made in accordance with the Ministry's guidelines and the long-term protocol established between the University and its student government. The agreement between the Association and the University requires a referendum of the student body for significant changes to or the introduction of additional fees.

Student fees are recognized in the period to which they relate. Sales revenues are recognized when the related goods or services are provided. Grants are recognized when received or receivable, provided that collection is reasonably assured. Interest income is accrued as it is earned.

#### Use of Estimates

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

---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 2. Cash

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

	<u>2021</u>	<u>2020</u>
<b>Unrestricted</b>		
Cash	\$ 782,981	\$ 1,048,116
<b>Externally Restricted</b>		
Health plan reserve fund	1,298,057	1,646,264
Dental plan reserve fund	1,335,890	862,675
Affordable housing reserve fund	99,725	72,660
Late night service reserve fund	54,608	54,107
Menstrual hygiene reserve fund	69,104	51,633
Food bank reserve fund	29,324	18,939
Due to clubs	68,916	43,039
	<u>2,955,624</u>	<u>2,749,317</u>
<b>Internally Restricted</b>		
SafeWalk reserve fund	3,386	5,365
Bullring capital reserve fund	128,243	127,558
Live entertainment reserve fund	131,026	57,245
	<u>262,655</u>	<u>190,168</u>
<b>Total cash</b>	<u>\$ 4,001,260</u>	<u>\$ 3,987,601</u>

The cash balance earns interest at the rate of 0% to 0.5% (2020 - 0% to 0.75%).

---



---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 3. Short-Term Investments

	2021	2020
<b>Unrestricted</b>		
GIC	\$ 61,500	\$ 60,000
<b>Externally Restricted</b>		
Health plan reserve fund - GIC	200,000	202,674
Dental plan reserve fund - GIC	-	202,674
	<u>200,000</u>	<u>405,348</u>
<b>Total short-term investments</b>	<u><b>\$ 261,500</b></u>	<u><b>\$ 465,348</b></u>

Short-term investments consist of GICs that earn interest at a rate of 1.0% to 1.35% and mature from March 2022 to April 2022.

### 4. Long-Term Investments

	2021	2020
<b>Unrestricted</b>		
GIC	\$ 200,000	\$ -
<b>Externally Restricted</b>		
Health plan reserve fund - GIC	423,701	211,167
Dental plan reserve fund - GIC	315,214	105,583
	<u>738,915</u>	<u>316,750</u>
<b>Total long-term investments</b>	<u><b>\$ 938,915</b></u>	<u><b>\$ 316,750</b></u>

Long-term investments consist of GICs that earn interest at a rate of 1.2% to 2.75% and mature from September 2022 to September 2023.

---

---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 5. Investment in University Centre Services

In 2019, the Association entered into an agreement with the University Centre Services to provide an investment of \$60,000 for a student-focused lounge space and digital signage partnership. This investment provides the Association with non-financial benefits including contribution acknowledgement, priority service bookings, priority programming, and decision-making involvement. During the year, \$NIL (2020 - \$11,250) was received as a return on this investment. To date, \$16,250 has been received as a return on this investment.

---

---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 6. Investment in Cannon.ca Partnership

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

The Cannon.ca is a website for the purpose of providing students at the University of Guelph a place they can buy and sell used textbooks, along with providing a forum for other university issues.

The Association's portion of the net income of Cannon.ca from inception to April 30, 2021 is included in a reserve account, externally restricted for the purpose of financing future deficits of the partnership.

Financial summaries of the Cannon.ca as at April 30, 2021 and 2020 and for the years then ended are as follows:

#### Financial Position

	2021	2020
Assets	\$ 120,046	\$ 126,001
Liabilities	(2,660)	(1,684)
Equity	117,386	124,317
Association's share	\$ 60,738	\$ 63,083

#### Results of Operations

	2021	2020
Total revenues	\$ 53	\$ 45,746
Total expenditures	(4,744)	(9,243)
Net income (loss)	(4,691)	36,503
Association's share	\$ (2,345)	\$ 18,251

#### Cash Flows

	2021	2020
Cash from operations	\$ (5,955)	\$ 25,760
Cash used in financing activities	-	-
Cash used in investing activities	-	-
Increase in cash	\$ (5,955)	\$ 25,760

---

---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 7. Capital Assets

	2021		2020	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Furniture and equipment	\$ 262,163	\$ 155,608	\$ 227,692	\$ 133,347
Computer equipment	38,145	22,748	30,115	15,620
Leasehold improvements	414,641	179,421	420,769	138,693
	<u>714,949</u>	<u>357,777</u>	<u>678,576</u>	<u>287,660</u>
	<u>\$ 357,172</u>		<u>\$ 390,916</u>	

During the year, amortization of \$74,574 (2020- \$70,133) was recorded on capital assets.

---

### 8. Accounts Payable

	2021	2020
Health plan	\$ 1,253,459	\$ 1,206,726
Dental plan	821,340	810,508
Unrestricted	<u>75,877</u>	<u>80,548</u>
	<u>\$ 2,150,676</u>	<u>\$ 2,097,782</u>

---

---

## The University of Guelph Central Student Association

### Notes to Financial Statements

April 30, 2021

---

#### 9. Dental Plan and Dental Plan Reserve Fund

The Dental Plan Reserve Fund is externally restricted for the purpose of funding the students' dental plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and dental plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

	2021	2020
Savings	\$ 1,335,890	\$ 862,675
Short-term investments	-	202,674
Long-term investments	315,214	105,583
Accounts payable	(821,340)	(810,508)
	<u>\$ 829,764</u>	<u>\$ 360,424</u>

---

#### 10. Health Plan and Health Plan Reserve Fund

The Health Plan Reserve Fund is externally restricted for the purpose of funding the students' health plan, in the event that the claims exceed the premiums paid. Interest earned on the reserve fund balance and on the health plan activity during the year becomes part of the fund. Revenues earned in the fund are generated from student fees.

	2021	2020
Savings	\$ 1,298,057	\$ 1,646,264
Short-term investments	200,000	202,674
Long-term investments	423,701	211,167
Accounts payable	(1,253,459)	(1,206,726)
	<u>\$ 668,299</u>	<u>\$ 853,379</u>

---

#### 11. Affordable Housing Reserve Fund

The Affordable Housing Reserve Fund is externally restricted for the purpose of upgrading accessibility of housing for students with special needs. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees.

---

#### 12. Late Night Service Reserve Fund

The Late Night Service Reserve Fund is externally restricted for the purpose of providing late night bus services to the students. Interest earned on the reserve fund balance becomes part of the fund. Revenues earned in the fund are generated from student fees and interest.

---

---

## The University of Guelph Central Student Association Notes to Financial Statements

**April 30, 2021**

---

### **13. Food Bank Reserve Fund**

The Food Bank Reserve Fund is externally restricted for the purpose of purchasing food to be distributed to low income students. Revenues earned in the fund are generated from student fees. Interest earned on the reserve fund balance during the year becomes part of the fund.

---

### **14. Menstrual Hygiene Initiative Reserve Fund**

The Menstrual Hygiene Reserve Fund is externally restricted for the purpose of providing hygiene products to students. Revenues earned in the fund are generated from student fees.

---

### **15. SafeWalk Reserve Fund**

The SafeWalk Reserve Fund is internally restricted for the purpose of funding SafeWalk program expenditures. Revenues earned in the fund are generated from student fees. All funds are included in the operating bank account.

During the year, capital assets totaling \$26,995 were purchased for the Safewalk program. This purchase is to be paid for with funds generated by student fees specifically received for the Safewalk program. As at April 30, 2021, funds totaling \$23,609 are still to be generated from Safewalk student fees.

---

### **16. Bullring Capital Reserve Fund**

The Bullring Capital Reserve Fund is internally restricted for the purpose of funding capital expenditures. Interest earned on the reserve fund balance during the year becomes part of the fund.

---

### **17. Live Entertainment Reserve Fund**

The Live Entertainment Reserve Fund is internally restricted for the purpose of providing events to students. Revenues earned in the fund are generated from student fees and door receipts. All funds are included in the operating bank account.

---

### **18. Internal Transfers**

Each year the surplus (deficit) of live entertainment and films is internally transferred from operations to the live entertainment reserve. During the year, a surplus of \$72,981 (2020 - \$8,961 deficit) was transferred.

Each year the surplus (deficit) of the SafeWalk programme is internally transferred from operations to the SafeWalk reserve. During the year, a deficit of \$1,979 (2020 - \$5,365 surplus) was transferred.

---

---

# The University of Guelph Central Student Association

## Notes to Financial Statements

April 30, 2021

---

### 19. Source of Funds

The Association receives all of its student fees from the University of Guelph. These fees are essential to the continuing operation of the Association.

---

### 20. Obligation Under Operating Lease

Future minimum lease payments committed under an operating lease for the Association's photocopier consist of the following:

2022	\$	10,406
2023		10,406
2024		10,406
2025		5,203
		<hr/>
	\$	36,421
		<hr/>

---

### 21. Contractual Obligation

Subsequent to year end, the Association entered into a contractual agreement to pay out \$92,810 less applicable taxes to a long-standing employee as part of their exit plan. This payment was made in October 2021.

---

### 22. Financial Instruments

#### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The financial instruments that are exposed to credit risk relate primarily to cash, investments, and accounts receivable. There have not been any changes in the risk from the prior year.

#### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk through interest earned on its savings accounts and its guaranteed investments certificates. There have not been any changes in the risk from the prior year.

---

---

## The University of Guelph Central Student Association Notes to Financial Statements

April 30, 2021

---

### 23. Budget Information

The budget figures presented for comparison purposes are unaudited and have been derived from the budget approved by the Board of Directors.

---

### 24. Material Uncertainty - COVID-19

On March 11 2020, the World Health Organization characterized the outbreak of COVID-19 as a pandemic which has resulted in a series of public health and emergency measures that have been put in place to combat the spread of the virus. The Association has been able to continue modified operations during this time period. However, the duration and impact of COVID-19 is unknown at this time and it is not possible to reliably estimate the impact that the length and severity of these developments will have on the financial results and condition of the Association in future periods.

---

### 25. Comparative Amounts

Certain comparative amounts have been reclassified to conform with the current year's presentation.

---



## The University of Guelph Central Student Association Schedule of Council - General

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 36,500	\$ 36,500	\$ 60,800
Entertainment student fees	6,892	6,892	6,750
Survival guide	-	-	52,506
	<u>43,392</u>	<u>43,392</u>	<u>120,056</u>
<b>Expenditures</b>			
Amortization	-	74,574	70,133
Elections	10,000	8,651	12,306
Grants - College Royal	6,892	6,892	6,750
Board appreciation/training	7,500	5,588	4,981
Honouraria	2,800	4,043	2,619
Annual general meeting	2,000	1,800	3,629
Grants - fall	9,000	1,619	8,725
Grants - CSA food bank support	1,500	1,500	4,000
Grants - Move Out Madness	500	500	500
Supplies	700	77	57
Survival guide	-	-	53,480
Executive visioning	2,000	-	738
Executive discretionary food	-	-	3,000
Travel and conferences	-	-	668
SLIC registration fee	-	-	276
Photocopying	-	-	251
Student Alliance - investigative travel	500	-	2,249
	<u>43,392</u>	<u>105,244</u>	<u>174,362</u>
<b>Net expenditures</b>	\$ -	\$ (61,852)	\$ (54,306)

## The University of Guelph Central Student Association Schedule of VP Academic

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 26,000	\$ 26,000	\$ 39,300
Student health plan reserve support	-	-	2,819
Bullring promotional support	-	-	500
	<u>26,000</u>	<u>26,000</u>	<u>42,619</u>
<b>Expenditures</b>			
Salaries	21,000	15,667	34,754
Employee benefits	3,200	1,947	4,375
Student artwork	700	616	1,063
Student memorial fund	-	-	2,819
Campaigns	700	-	246
Photocopying	50	-	96
Supplies	50	-	73
Advertising and promotion	100	-	56
Teaching excellence award	200	-	-
	<u>26,000</u>	<u>18,230</u>	<u>43,482</u>
<b>Net revenues (expenditures)</b>	<u>\$ -</u>	<u>\$ 7,770</u>	<u>\$ (863)</u>

## The University of Guelph Central Student Association Schedule of VP External

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 44,000	\$ 44,000	\$ 40,700
<b>Expenditures</b>			
Salaries	37,772	37,080	34,522
Employee benefits	4,500	4,415	4,372
Campaigns	1,500	2,591	1,396
Photocopying	28	-	453
Advertising and promotion	100	-	88
Memberships and subscriptions	50	-	50
Supplies	50	-	42
	44,000	44,086	40,923
<b>Net expenditures</b>	\$ -	\$ (86)	\$ (223)

## The University of Guelph Central Student Association Schedule of VP Student Experience

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 47,650	\$ 47,650	\$ 45,200
Entertainment student fees	14,500	14,500	8,000
	<u>62,150</u>	<u>62,150</u>	<u>53,200</u>
<b>Expenditures</b>			
Salaries	37,772	37,449	34,749
Orientation programming	14,500	8,176	8,179
Employee benefits	4,500	3,650	4,389
Fall programming	2,500	3,360	1,324
Winter programming	2,500	2,644	1,679
Summer Programming	-	150	
Advertising and promotion	300	-	295
Photocopying	28	-	193
Supplies	50	-	103
	<u>62,150</u>	<u>55,429</u>	<u>50,911</u>
<b>Net revenues</b>	\$ -	\$ 6,721	\$ 2,289

## The University of Guelph Central Student Association Schedule of Live Entertainment

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Entertainment student fees	\$ 85,000	\$ 85,000	\$ 66,258
Door receipts and ticket sales	-	-	2,574
	<u>85,000</u>	<u>85,000</u>	<u>68,832</u>
<b>Expenditures</b>			
Facility costs	35,000	25,000	750
Setup and sound	16,200	8,337	318
Performer fees	18,000	5,709	2,975
Performer riders	1,200	362	180
Supplies	550	260	161
Advertising and promotion	2,000	240	106
Photocopying	50	3	294
Free concert programming	-	-	10,674
Speaker series	-	-	75,227
Purchase of equipment	12,000	-	-
Partnership recovery	-	-	(73)
Community concert programming recovery	-	-	(618)
	<u>85,000</u>	<u>39,911</u>	<u>89,994</u>
<b>Net revenues (expenditures)</b>	<u>\$ -</u>	<u>\$ 45,089</u>	<u>\$ (21,162)</u>

During the year, \$11,432 (2020 - \$570) of equipment was purchased, which has not been reflected above.

## The University of Guelph Central Student Association Schedule of Films

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Entertainment student fees	\$ 21,200	\$ 21,200	\$ 20,498
<b>Expenditures</b>			
Subscriptions	50	30	-
Film rentals	12,000	-	6,021
Equipment maintenance	1,600	-	728
Photocopying	100	-	442
Advertising and promotion	1,000	-	429
Temporary wages	200	-	90
Freight and shipping	50	-	17
Supplies	200	-	-
Purchase of equipment	6,000	-	-
	21,200	30	7,727
<b>Net revenues</b>	\$ -	\$ 21,170	\$ 12,771

## The University of Guelph Central Student Association Schedule of Programmes

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 29,600	\$ 29,600	\$ 68,700
Solicitations	-	-	23,268
GSA support	-	-	811
Traditional events expense	-	-	(227)
	<u>29,600</u>	<u>29,600</u>	<u>92,552</u>
<b>Expenditures</b>			
Co-ordinators' wages	19,952	19,955	53,856
Professional fees	5,000	5,000	5,000
UCS security contract	3,000	3,000	8,762
Workshops	-	2,000	277
Maintenance	-	1,889	-
Employee benefits	940	1,182	3,327
Information and awareness	300	100	736
Telephone	-	90	658
Club days	-	-	1,440
Taxi	-	-	1,142
Advertising and promotion	100	-	7,730
Supplies	88	-	2,097
General meetings	200	-	528
Photocopying	20	-	333
Volunteer appreciation	-	-	3,212
Solicitations surplus	-	-	(4,988)
	<u>29,600</u>	<u>33,216</u>	<u>84,110</u>
<b>Net revenues (expenditures)</b>	\$ -	\$ (3,616)	\$ 8,442

During the year, \$26,995 (2020 - \$NIL) of equipment was purchased, which has not been reflected above.

## The University of Guelph Central Student Association Schedule of General Programming (Entertainment)

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 63,600	\$ 63,600	\$ 49,400
Imaginus - net	-	-	23,644
	<u>63,600</u>	<u>63,600</u>	<u>73,044</u>
<b>Expenditures</b>			
Salaries	57,600	53,385	85,942
Employee benefits	6,000	5,484	6,348
Supplies	-	-	45
	<u>63,600</u>	<u>58,869</u>	<u>92,335</u>
<b>Net revenues (expenditures)</b>	<u>\$ -</u>	<u>\$ 4,731</u>	<u>\$ (19,291)</u>



## The University of Guelph Central Student Association Schedule of Administration

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 337,000	\$ 347,958	\$ 309,300
Health plan administration fees	28,500	28,500	28,500
Entertainment student fees	22,000	22,000	17,000
Dental plan administration fees	18,000	18,000	18,000
Interest earned	28,000	7,854	29,782
Other income	2,000	2,126	58,304
Photocopier revenue	-	86	12,457
Universal bus pass revenue - net	-	-	127,196
	<b>435,500</b>	<b>426,524</b>	<b>600,539</b>
<b>Expenditures</b>			
Salaries	287,800	283,552	297,519
Professional fees	42,000	42,397	53,723
Employee benefits	26,000	25,298	27,547
Insurance	14,000	14,000	9,155
Software licensing	11,100	13,862	11,351
Telephone	11,000	11,473	10,794
Photocopier expense	11,500	10,710	14,231
Office supplies	5,000	7,459	6,647
Advertising and promotion	2,000	2,744	7,773
Staff appreciation	2,000	1,855	2,309
Staff training and transition	4,000	1,680	180
Temporary wages	1,000	1,238	9,387
Bank charges	1,000	1,028	1,143
University services	1,000	620	779
Student risk management	600	330	263
Travel	200	88	663
Purchase of equipment	8,000	-	-
Employer health tax premium	7,000	-	7,001
Maintenance and repairs (recovery)	300	-	549
	<b>435,500</b>	<b>418,334</b>	<b>461,014</b>
<b>Net revenues</b>	<b>\$ -</b>	<b>\$ 8,190</b>	<b>\$ 139,525</b>

During the year, \$8,531 (2020 - \$2,481) of equipment and \$NIL (2020 - \$24,650) of leaseholds were purchased, and \$6,128 (2020 - \$NIL) previously spent on leaseholds was refunded. These transactions have not been reflected above.

# The University of Guelph Central Student Association

## Schedule of The Bullring Operations

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 111,500	\$ 111,500	\$ -
Sales	80,833	93,825	1,114,227
Entertainment student fees	-	-	10,500
	192,333	205,325	1,124,727
<b>Cost of sales</b>	32,333	38,691	421,457
<b>Gross margin</b>	160,000	166,634	703,270
<b>Other revenue</b>	35,000	24,913	12,679
	195,000	191,547	715,949
<b>Expenditures</b>			
Management salary	114,000	115,631	132,887
Wages	24,500	31,928	311,579
University space costs	15,590	15,586	14,614
Management benefits	9,500	11,311	13,172
Express card commissions/rental	6,900	7,262	54,831
Insurance	5,800	5,763	6,135
Staff benefits	2,700	4,494	26,685
University services	2,000	4,239	3,227
Janitorial services	5,400	4,131	8,499
Maintenance of equipment	1,500	2,182	4,525
Supplies	3,000	2,148	16,119
Maintenance of front house	-	1,875	694
Lease of equipment	1,500	1,428	1,428
Memberships and licenses	1,260	1,043	229
Janitorial supplies	600	845	3,223
Advertising and promotion	700	526	5,629
Staff appreciation	-	208	2,160
Photocopying	-	80	84
Travel/mileage	50	27	244
Staff meals	-	-	15,450
Bookkeeping	-	-	42,900
Staff training	-	-	508
Telephone and internet	-	-	1,750
Employer health tax premium	-	-	4,903
Entertainment costs	-	-	9,087
	195,000	210,707	680,562
<b>Net revenues (expenditures)</b>	\$ -	\$ (19,160)	\$ 35,387

During the year, \$NIL (2020 - \$8,817) of equipment was purchased, which has not been reflected above.

## The University of Guelph Central Student Association Schedule of Promotional Services

For the year ended April 30	2021 Budget (unaudited)	2021 Actual	2020 Actual
<b>Revenues</b>			
Student fees	\$ 50,650	\$ 50,650	\$ 38,640
Graphic design	-	150	676
Banner service - net	-	-	3,152
Space rentals	-	-	2,586
Postering - net	-	-	5,477
Miscellaneous - net	-	-	91
	50,650	50,800	50,622
<b>Expenditures</b>			
Salaries	45,320	46,128	46,324
Employee benefits	4,900	4,968	5,475
Memberships and subscriptions	300	341	18
Supplies	80	-	59
Advertising and promotion	50	-	-
	50,650	51,437	51,876
<b>Net expenditures</b>	\$ -	\$ (637)	\$ (1,254)

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



### **AGM Item 1.6.1(a) Amendments to Bylaw 1 – Organizational Section 2.1 – Membership**

**MOTION:** to confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2023 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 1, 2023:

**RESOLVED** That CSA Bylaw 1 – Organizational be amended as follows:

That Bylaw 1 – Organizational, Section 2.1 be deleted and replaced with the following wording:

Members of the CSA shall be registered undergraduate students at the University of Guelph, who:

- a) Pay a CSA membership fee; or
- b) Pay a Co-Op work term fee.

**Moved:**

**Seconded:**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall

---



### **AGM Item 1.6.1(b)**

#### **Amendments to Bylaw 1 – Organizational**

#### **Section 2.8.2 – Rights, Privileges and Responsibilities of Membership**

**MOTION** to confirm the following amendment to **Bylaw 1 – Organizational** as presented in the 2023 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on February 1, 2023:

**RESOLVED** that Bylaw 1 – Organizational, Section 2.8.2 a) be deleted and replaced with the following wording:

Members of the CSA shall have the following responsibilities:

- a) Payment of the designated CSA membership fee or the Co-Op work term fee

**Moved:**

**Seconded:**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall

---



### **AGM Item 1.6.2(a) Amendments to Bylaw 2 – Electoral Comprehensive Review**

**MOTION:** to confirm the amendments to **Bylaw 2 – Electoral** as presented in the 2023 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on August 2, 2023:

**Moved:**

**Seconded:**

## Table of Contents

Page

<b>1.0</b>		<b>Administration of Elections</b>	<b>2</b>
	1.1	Electoral Officers	2
	1.2	Roles and Responsibilities of the CSA Elections Office	2
<b>2.0</b>		<b>Election Periods</b>	<b>2</b>
	2.1	General Election	2
	2.2	By-Elections	3
	2.3	At-Large (Elected) Director Appointments	3
<b>3.0</b>		<b>Referendum</b>	<b>4</b>
<b>4.0</b>		<b>Responsibilities of Candidates and Referendum Teams</b>	<b>4</b>
<b>5.0</b>		<b>Campaigning</b>	<b>4</b>
<b>6.0</b>		<b>Appeals for Chief Returning Officer Decisions</b>	<b>4</b>
	6.4	Archiving Elections Complaints	5
<b>7.0</b>		<b>Voting Eligibility</b>	<b>5</b>
<b>8.0</b>		<b>Ratification</b>	<b>5</b>

*Note:*

*Vocabulary revisions were made to this Bylaw on March 1, 2023, as approved by the Board of Directors.*

*Policy & Transition Coordinator*

## 1.0 Administration of Elections

The CSA shall govern all the elections of the CSA. Procedures for elections shall be found in the Bylaws and Policy Manual of the CSA. The CSA Elections Office transition manual will include best practices to ensure consistency in annual elections and codify practices that enhance the transparency and strength of the elections process.

### 1.1 Electoral Officers

- 1.1.1 The CSA Elections Office shall be comprised of at least one Chief Returning Officer (CRO) and one Assistant Returning Officer (ARO).
- 1.1.2 The Board of Directors shall abide by CSA hiring procedures when hiring CSA Elections Office Staff.
- 1.1.3 CSA Elections Office staff shall report to and be supervised by the President.
  - a) In the event that the President is a candidate for election, CSA Elections Office will report to another Executive member who is not a candidate, as determined by the Board. If all Executive members are running for election, the CSA Elections Office staff will report to a committee of the Board of Directors as determined by the Board.

### 1.2 Roles and Responsibilities of the CSA Elections Office

It is the collective role and responsibility of the CSA Elections Office to ensure the CSA Elections process is organized, fair and democratic and as such, CSA Elections Office staff shall abide by CSA Policy Manual, Appendix G: CSA Electoral.

If the President is intending to run for re-election, they must delegate hiring committee responsibilities for Elections Office staff to another member of the Executive who is not intending to run for re-election.

## 2.0 Election Periods

### 2.1 General Election

- 2.1.1 A General Election for the elected positions on the Board of Directors,



including the Executive Committee, shall be held during the winter semester.

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

**2.1.3** A simple majority vote is required for a valid outcome.

## **2.2 By-Elections**

**2.2.1** By-Elections shall occur during the Fall semester to fill vacancies on the Board of Directors.

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

**2.2.3** A simple majority vote is required for a valid outcome.

**2.2.4** Should an Executive position become 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.

## **2.3 At-Large (Elected) Director Appointments**

Should an "at-large" (elected) Board of Directors seat remain vacant following the CSA General Election in the winter semester and a By-Election in the fall semester, the CSA Board shall initiate an appointment process to fill the At-Large Representative vacancies where the following requirements must be met:

**2.3.1** In collaboration with the President, the Policy & Transition Coordinator will ensure a call-out takes place on relevant platforms no less than 14 days prior to the meeting of the Board at which the appointment is to take place regarding the vacancies on the Board of Directors;

**2.3.2** The CRO will provide all interested members with updated nomination forms to seek no less than 25 valid nomination signatures from members of their constituencies;

**2.3.3** Following the CRO's validation of the nomination signatures, all candidates who meet the allotted requirements, ~~shall present~~ will have their interest presented at a meeting of the Board of Directors in a 150-word statement; and

**2.3.4** The Board of Directors members then hold a secret ballot vote where the successful candidate(s) is/are determined by a simple majority vote, and subsequently ratified and appointed to the Board.

**2.3.5** ~~Should a seat(s) become vacant after the appointment process, the Chief Returning Officer will accept applications with the required 25 valid nomination signatures and submission of a 150-word statement, to be presented at the next Board of Directors meeting and subsequently ratified and appointed to the Board.~~

## 3.0 Referendum

**3.1** Referendum questions may be accepted by the CSA Elections Office following the first day of the Summer semester until the last day of classes in the Fall semester. For further information, see CSA Policy Manual, Appendix G: CSA Electoral.

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

## 4.0 Responsibilities of Candidates and Referendum Teams

To read, understand and abide by all campaign rules as set out by the Chief Returning Officer and CSA Bylaws and Policies, and to direct any question to the CRO. (See CSA Policy Manual Appendix G: CSA Electoral, Sections 13-17).

## 5.0 Campaigning

**5.1** Each candidate and referendum team shall enjoy the right to inform the student body of their candidacy and/or purpose, in a manner consistent with this bylaw with relevant university regulations and with the rights of the other candidates and referendum teams to do likewise.

**5.2** Additional rules governing the conduct of candidates and referendum teams during an election campaign and voting period can be found within CSA Bylaws and the CSA Policy Manual, and it is the duty of each individual to understand and comply with all stated rules.

## 6.0 Appeals for Chief Returning Officer Decisions

**6.1** Any candidate or referendum team member may appeal any decision made by the CRO by contacting the President within 24 hours of the decision being made, and submitting the applicable appeal form to the President Policy & Transition Coordinator, within 24 hours of receiving the form. ~~of the decision being made.~~

- 6.2** The Elections Appeals Board (EAB) shall follow the procedures as outlined in CSA Policy Manual, Appendix G, Section 27 – Elections Appeals Board.
- 6.3** The EAB shall be the final decision-making body in regard to any elections-related appeals. EAB decisions will be considered final and will not be subject to further review.
- 6.4 Archiving Elections Complaints:**
- 6.4.1** All formal complaints will be kept in their original copy until the end of the election period, whereby they will be destroyed/deleted.
- 6.4.2** Upon completion of elections, the CRO shall issue a report to the Board of Directors including any formal complaints received with input from the Elections Appeals Board.
- a) All reports regarding the Elections Appeals Board will protect the anonymity of the appellant(s).

## **7.0 Voting Eligibility**

- 7.1** All members in good standing with the CSA are eligible to vote in CSA Elections and for the Executive candidates of their choice, approved referendum questions, and for two at-large representatives of their respective colleges.
- 7.2** Proxy voting is not permitted.

## **8.0 Ratification**

- 8.1** The results of CSA elections must be ratified by the Board of Directors following the appropriate period of time for the counting, auditing, and if necessary, recounting of ballots.
- 8.2** If the results of any CSA election have not been ratified by the Board prior to the last Board meeting of the term, they shall automatically be considered official.

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



### **AGM Item 1.6.5(a) Amendments to the CSA Policy and Bylaw Manual**

**MOTION** to confirm the following amendment to the CSA Policy and Bylaw Manual as presented in the 2023 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on March 1, 2023:

**RESOLVED** that the CSA Policy and Bylaw Manual be amended as follows:

- That all occurrences of the word 'Aboriginal' throughout the Policy and Bylaw Manual be deleted and replaced with the word 'Indigenous'

**Moved:**

**Seconded:**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



### **AGM Item 1.6.5(b) Amendments to the CSA Policy and Bylaw Manual**

**MOTION** to confirm the following amendment to the CSA Policy and Bylaw Manual as presented in the 2023 CSA AGM Agenda Package, and as approved by the CSA Board of Directors on March 1, 2023:

**RESOLVED** that the CSA Policy and Bylaw Manual be amended as follows:

- That all occurrences of the job title 'Policy and Transition Manager' throughout the Policy and Bylaw Manual be deleted and replaced with the job title 'Policy and Transition Coordinator'.

**Moved:**

**Seconded:**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



### **AGM Item 1.7**

#### **Receive Policy Amendments as Approved by the CSA Board of Directors**

**MOTION** to receive the following amendments to CSA Policies Appendices as approved by the CSA Board of Directors on the stated date, and as included in the 2023 AGM policy supplemental:

- 1.7.1 **Appendix A – Executive Portfolios**  
No revisions to this policy since the previous AGM.
- 1.7.2 **Appendix B – CSA Services Policy**  
No revisions to this policy since the previous AGM.
- 1.7.3 **Appendix C – Human Resources Policy**
  - a) Section 4.2 – Hiring (March 1, 2023)
- 1.7.4 **Appendix D – CSA Committees**
  - a) Section 8.3.1 – Structure (July 27, 2022)
  - b) Section 8.3.2 – Structure (July 27, 2022)
  - c) Section 7 – Student Events and Initiatives Funding Committee (September 13, 2023)
- 1.7.5 **Appendix E – Organizational Policy**  
No revisions to this policy since the previous AGM.
- 1.7.6 **Appendix F – Clubs Handbook**
  - a) Comprehensive Review (April 6, 2022)
- 1.7.7 **Appendix G – Electoral Policy**
  - a) Section 26.3 – Online Elections Contingency Plan (April 3, 2023)
  - b) Section 26.7 – Online Elections Contingency Plan (April 3, 2023)
  - c) Comprehensive Review (August 2, 2023)
- 1.7.8 **Appendix H – Second Floor Student Space Acceptable Use Policy**  
No revisions to this policy since the previous AGM.
- 1.7.9 **Appendix I – Issues Policy**  
No revisions to this policy since the previous AGM.
- 1.7.10 **Appendix J – Internal CSA Policy**  
No revisions to this policy since the previous AGM.
- 1.7.11 **CSA Policy Manual (all appendices)**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



---

a) Clubs Office Job Titles (April 3, 2023)

**Moved:**

**Seconded:**

## **MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



### **AGM Item 1.9.1 Executive Updates**

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

- a) President – Shaima Alam
- b) VP Student Experience – Mckenna Williams
- c) VP Academic – Bawneet Singh
- d) VP External – Samar Tariq

**Moved:**

**Seconded:**



## AGM Executive Update

President

November 22, 2023



### Hi CSA Members!

As CSA President my main goals so far have been to increase the transparency of the CSA and improve channels of communications so that students can engage. With that, several other goals have developed like increasing efficiency in workflow within the organization, developing policy for better accountability, and bringing back solidarity within the members to fight back against all the things we struggle with as students with increasing costs of living. Here's a brief summary of what I have done so far, and I hope to accomplish more in the next four months with feedback from you.

#### Staffing and Training:

- Successful onboarding and hiring of over ten new staff.
- Restructuring of staff training with a focus on comprehensive onboarding, evaluation updates, and improved staff meetings.
- Transitioning and training incoming executives with a goal to enhance leadership skills, motivate new ideas, support their growth, and better serve the gaps that we have been facing.
- Various socials and team building opportunities were created for better collaboration within the organization and provide insight into the big picture goals of the union to the staff.
- Several job description developments are in progress to increase the capacity of the student union to better serve the students in the way they want us to while not overrunning current staff.

#### Outreach, Publicity, & Promotion:

- Engaging social media initiatives, including a harm reduction mocktail series, board summary reels, weekly stories, and regular posts to increase organizational visibility and accountability.
- Strategic collaboration of services Instagram with @csaguelph for increased social media reach, developed structured guidelines for services social media use to provide cohesive recognizability.
- Monthly newsletters sent out with highlights on services, events, and key organizational updates.
- Planning and execution of diverse events, including a summer CSA BBQ, O-Week events, HoCo, Sexy Bingo, Halloween-themed activities like a Hypnotist Show, a trip to Wonderland, and a Monster Mash, a Taylor Swift Night, and collaborations with external organizations for increased outreach.
  - Taylor Swift Night is this Friday right here at PCH, 8-11pm!

#### Committee Involvement:

- Active participation in external committees, including the Student Budget Committee, Compulsory Fees Committee, and Cannon Operating Committee.

## AGM Executive Update

President

November 22, 2023



- Internal committee activities, including the SEIF committee, Policy & Bylaw Review Committee, Health and Dental Plan committee, and the Election and Referendum Committee.

### **Policy and Governance:**

- Ongoing work on policy updates, including AODA compliance, PDR policy changes (includes changing the name to SEIF), and organizational bylaws.
- Discussions and consultations on election policy and format enhancements for improved security and efficiency. Electoral policy updated within PBRC, and new processes implemented in F23 By-election, like hybrid voting, election info sessions, and All-Candidates Forum

### **Services:**

- Gathering data to assess the utilization of all current services by our members, with intentions to adapt and optimize services as necessary to ensure the most effective use of students' funds.
- Bullring hosting various events to increase engagement, with plans for roof renovation and lease negotiations.
- Improvements to the Student Events and Initiatives Fund process, including switching to an online form, specific criteria, and increasing efficiency by having a central coordinating staff.
- thecannon.ca is being overhauled for better accessibility and usage for students. The operating committee has been struck for the first time after years, in hopes of more expansion of the service.
- The Fall By-Election has exceeded quorum, with executive quorum being 24%, for the full report visit our website. Plans for promotional strategies, and on the ground processes, have been greatly optimized, and further recommendations were made to implement for W24 elections.

### **Overall Impact:**

- Successful execution of a comprehensive branding strategy, including a phased plan for social media, newsletters, and promotional items.
- Enhanced organizational cohesion and communication through structured staff training and comprehensive onboarding.
- Collaborative initiatives with external organizations, such as GSA, for increased outreach and support.

I am optimistic about the continued growth and success of the CSA. The dedication and hard work of the team have laid a solid foundation for the organization's future endeavors.

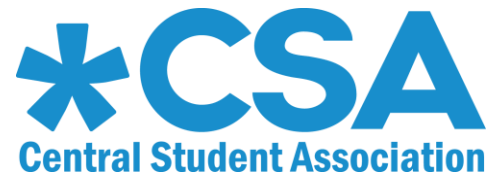
Thank you for your ongoing support.

## **AGM Executive Update**

President

November 22, 2023

---



Sincerely,

Shaima Alam

CSA President 2023-24

## AGM Executive Update

Vice-President Student Experience

November 22, 2023



Hi everyone! Thank you all so much for being here! As a recent addition to the CSA executive team, I couldn't be more excited to be here personally, and to have the opportunity to represent you all as undergraduate students for the remainder of this year. Although I've only been in the role for 3 weeks now, this experience has already been so rewarding and I cannot wait to share the events and initiatives this upcoming semester. As your VP Student Experience, I promise this year will be a memorable one!

So far, I've been focusing mainly on transitioning into the role, learning and planning. To start, I'd like to break down a few of my main goals for this year coming into this role, considering that I've only just started. My first goal is to improve support for CSA clubs. I plan to do this by engaging directly with student club leaders. Secondly, I'll be supporting clubs' large-scale event planning by running information sessions to address commonly asked but not always easy to answer questions like how do I get funding, book spaces, or get catering for my event?

Secondly, I plan to improve advocacy within the CSA with regards to student experience initiatives and mental health. I plan to achieve this by prioritizing speaking with and consulting from minority student groups whenever needed. I'll also be sparking initiatives on campus to help support mental wellness now that we're fully back in-person.

Next, I'll be expanding our menstrual hygiene initiative, which, if you aren't already familiar, currently supplies menstruating students on campus with free menstrual hygiene products. We're currently looking into the possibility of doing some menstrual cup giveaways, so stay tuned for that later this year!

Finally, I think it'd be cool to host some sick events for you guys! Some upcoming events I'm currently working on include our Fall exam season stressbusters – you can expect to see minute to win it games in the UC, free hot cocoa, pictures with Santa, and more!

Another initiative I've been planning is our usage of social media platforms to connect with you, the students! With me now filling the previously vacant VP Student Experience role, we should be able to stay connected with you all more via Instagram and address your questions, comments, and concerns more frequently. With regards to social media, we're also planning on getting more active on TikTok. So, stay tuned for that!

Finally, I'd like to run through the plethora of committees that I now represent undergraduate student experience through as the VP Student Experience. I currently sit on the University Centre Board, the Student Leaders and Administration Meeting (or SLAM), Athletics Advisory Committee, CSA Finance Committee, Orientation Week Advisory Committee, Student Life Advisory Committee, Student Wellness Advisory Group, Innovation Fund Committee, SE\*RM Committee, and Student Events and

## **AGM Executive Update**

Vice-President Student Experience

November 22, 2023

---



Initiatives Fund (or SEIF) Committee. Please feel free to reach out if there are any ideas or issues that you'd like the CSA to bring forward to these committees. Additionally, if you have any questions about what these committees are and what they are currently discussing, I'd be happy to chat anytime!

That's all for me! I can't wait to spend this year interacting with you, advocating for you, and creating memorable experiences for you!

## AGM Executive Update

Vice President Academic

November 22, 2023



Hey everyone! It's been an exciting and productive time with CSA so far, and I'm thrilled to share some of the main activities and projects I've been involved in. If you have any questions, don't hesitate to reach out at [csavpacademic@uoguelph.ca](mailto:csavpacademic@uoguelph.ca).

**Art in Bullring:** We are very close to execute the planning for the Art in Bullring event, showcasing an amazing array of student artwork and music at the Bullring. It is happening on November 23<sup>rd</sup> during 6-8 pm.

**Committee Involvement:** I've been actively participating in various committees, including Board of Undergraduate Studies, the UofG Information Technology Student Advisory Committee, and the Compulsory Fees Committee.

- i. Update from Board of Undergraduate Studies: B. Engg students will have 0.25 less credits in term 1, aligning with other majors.

**Upcoming Stressbusters:** We've been planning some fantastic stressbusters, including a photobooth with Santa, and minute-to-minute competitions. More information to come during the exam weeks in December.

**Transition Activities:** Engaged in fruitful meetings with execs, core staff, and completed online trainings to ensure a smooth transition.

### **Student Help & Advocacy Centre (SHAC):**

It is with great pride that I oversee the operations of the Student Health and Advocacy Centre (SHAC), an entity adeptly managed by our dedicated coordinators. Their commitment to student welfare and the efficient running of SHAC's services is commendable.

**SHAC Services:** SHAC, or the Student Health and Advocacy Centre, offers valuable services and support to students through our website: <https://csaonline.ca/shac>.

#### **Key services include:**

1. **Legal Assistance:** SHAC provides legal support for issues like tenancy disputes, academic appeals, and more.
2. **Issue Reporting:** Students can confidentially report concerns such as discrimination, harassment, and academic challenges via our website.
3. **Resource Library:** Our website hosts informative articles, guides, and FAQs to help students navigate common issues.
4. **Appointment Booking:** Students can schedule appointments with SHAC advisors, including legal and health professionals.

### **Updates:**

- Planning a stressbuster painting night on November 27<sup>th</sup>, 2023, called "Pre-Exam Art Therapy" during 6-7:30 pm in Peter Clark Hall. Looking forward to a Resource Fair with campus partners.

## AGM Executive Update

Vice President Academic

November 22, 2023



- Academic Misconduct Awareness: Planning a social media post or reel to educate on academic misconduct, a vital topic for all students.

### **Future Projects:**

- Addressing concerns about hospitality and retail committee operations brought to me from lots of students.
- Advocating for extended library hours.
- Scheduling meetings with respective departments to discuss these issues.

As I look ahead to future projects and opportunities to represent the student voice, I am excited to announce my forthcoming participation in a variety of critical committees. These committees include the Academic Policies and Procedures Working Group (APP), Co-Curricular and Experiential Learning Integrity Committee (CELIC), Compulsory Fees Committee (CFC), Education and Integration Working Group, Late Payment and Reinstatement Fee Appeals Committee, Policy Working Group, Senate & Student Senate Caucus, Student Rights and Responsibilities Committee, Task Force on Student Conduct Policy, Committee of Undergraduate Academic Advising, Student Affordable Housing Taskforce, and CSA Finance Committee. These engagements provide a unique opportunity to actively shape the future of our institution, advocate for student interests, and contribute to policy development across various domains. I am eager to collaborate with my fellow committee members and ensure that the student voice remains a powerful force in shaping our university's trajectory.

Bawneet Singh, VP Academic, 2023-2024



## AGM Executive Update

Vice President External

November 22, 2023



Hello everybody! I have been your Vice-President External this year. My name is Samar Tariq, and I am also a Political Science student here at Guelph. When I first joined CSA this year, I had no idea what I was getting into. What my job would look like exactly, and how I would navigate success in supporting the rights and representation of 30,000 students.

Let's have a recap on what I was up to in the 2023-2024 term to serve you at your student union. To start off, we dived straight into continuing our advocacy to end the sale of water bottles and replace it with water fountains / refill stations around campus. Two previous VP Externals and I met with the VP of Finance and Operations, Sharmilla Rasheed with the director of hospitality to discuss this. We were essentially told that a business needs to be run like a business, and to that we said no. I jumped straight into projecting the number of water fountains present on campus in student spaces. With the help of other students, we have been able to create a directory that holds the number and location of all water fountains, as well as the number and location of absent ones. Why does this matter? Do we think UofG students have \$4-\$5 to pay for one singular water bottle from the university's beverage shelves? If a student bought a water bottle three times each week, that accumulates to \$50 extra each month. That amount accumulated in a year, accounts for \$600 of student money. The building of water fountains and refill stations matters because your livelihood matters. And we have not even gotten to water being a human right, and not for profit. Because water *is* a human right, it is not for profit. We should remember that.

When O-week came around I knew we all needed to talk about consent. Consent is mandatory, I launched a campus wide campaign on #consentmatters with messaging and resources spread in all different media forms online and in person. In collaboration with student wellness, we also hosted We Believe You Day in September, where we wrote love letters to sexual and gender-based violence survivors, played trivia games, and explored support resources. It was beautiful.

Speaking of human rights, education. Education is a right; it is not a privilege. Your CSA and UofG students marched and rallied at Queens park, in front of Doug Ford's office, in Toronto, to demand for free and accessible education for *all* students. It hailed, it rained, and it was -11 degrees, but we did not care. We marched against the underfunding of post-secondary education, we marched for the exasperated high tuition and fees our international students are forced to pay, we marched for the strategic and decades long provincial and federal government betraying the higher education system in Ontario and across the nation. And to think it would go unnoticed, to think we would stay silent. Never.

Furthermore, the demand for food security, the affordability of grocery and food for our students has been starker than ever. I am so so proud to announce that the FoodBank is now in the position to take a batch of 60 students off the waitlist who can now be



## AGM Executive Update

Vice President External

November 22, 2023



supported by our student FoodBank. Run by and for only the students. How incredible is that? Thank you, Joy, Morla and Sara, our FoodBank super-star team for making this happen. Our next goal will only be to continue shortening our waitlist, semester by semester. Because when the university and the government may turn their backs, we never will.

We all have access to free transit around the city of Guelph. I hope we all are aware of that. This year, I wanted to create something that would serve as a centralized and valuable way for students to give us feedback for the free bus service we facilitate for all of you. I am happy to announce that, now we have a feedback form on our website, media, and posters across campus. This form asks for the exact buses and routes you have trouble with. This feedback is provided to a one-on-one sub-committee I formed with Guelph Transit, to make them aware and gather any alternative solutions present for our students. Your comfort and safety matters to us. A lot. This feedback directly allows us, the CSA, to help Guelph transit expand their service in your favor! I have begun preparing myself to advocate for the city to increase their investment in Guelph Transit, because we make up half of their entire ridership, and thus deserve to have buses with space availability, buses that arrive on time and buses in increased intervals.

During our term, the executives also met with the Canadian Federation of Students and student unions from across Canada, to share resources, get inspired with initiatives, and learn the skills necessary to support all of you here today. The rest of my time here will involve lobbying the government to ensure we have our student rights intact, it will be to ensure each and every voice and concern is heard, that we continue to grow assistance toward the housing crisis for our students and for me personally, I only hope I can grow as brave and relentless as the students and student leaders I have gotten to encounter and meet in my term so far. Thank you so much.

**MOTION**

2023 Annual General Meeting (AGM)

November 22, 2023 – 6:00 pm

Peter Clark Hall



**Item 1.11  
Adjournment**

**MOTION** to adjourn the CSA Annual General Meeting (AGM) on November 22, 2023 at \_\_\_\_\_ pm.

**Moved:**

**Seconded:**