Attendance for November 24, 2021, Board of Directors Meeting #11:

Board of Directors			
At-Large (Elected) Representatives		**Present / Regrets**	**Arrived / Departed**
Bella Harris	College of Arts	Present	
Vacant	College of Arts		
Leilani Rocha	College of Biological Science		
Maya Persram	College of Biological Science	Present	
Valeria Telles	College of Engineering and Physical Sciences		
Anton Naim Ibraim	College of Engineering and Physical Sciences		
Laura Wilson	College of Social and Applied Human Sciences	Present	Arrived 6:08 pm/ Departed 8:13 pm
Alyssa Ahmed	College of Social and Applied Human Sciences	Present	
Leila Stevens	Gordon S. Lang School of Business and Economics	Present	
Joshua Vito	Gordon S. Lang School of Business and Economics	Present	Departed 8:09 pm
Isha Maharaj	Ontario Agricultural College	Present	
Vacant	Ontario Agricultural College		
Vacant	Ontario Veterinary College		
Vacant	Ontario Veterinary College		
Member College Government Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Vacant	College of Arts Student Union		
Vacant	College of Biological Science Student Council		
Lily Taylor-Stackhouse	College of Engineering and Physical Sciences Student Council	Present	Departed 8:04 pm
Samantha Ogbeiwi	College of Social and Applied Human Sciences - Student Alliance	Present	Departed 8:09 pm
Quinton Stummer	Lang Students' Association	Present	
Hudson Bell	Student Federation of the Ontario Agricultural College		
Vacant	Central Veterinary Student Association (Ontario Veterinary College)		

Student Organization Representatives (Appointed)		**Present / Regrets**	**Arrived / Departed**
Jena Ashley	Indigenous Student Society (ISS)		
Damilola Oguntala	Guelph Black Students Association (GBSA)		
Amanda Conibear	Guelph Queer Equality (GQE)	Present	
Vacant	Guelph Resource Centre for Gender Empowerment and Diversity		
Keshini Digamber	International Student Organization (ISO)	Present	
Shawna Perritt	Interhall Council (IHC)		
Vacant	Guelph Campus Co-op		
Ariel Oleynikov	Ontario Public Interest Research Group (OPIRG)	Present	
Justin Mihaly	Student Senate Caucus		
Michael Pacheco	Board of Governors		
Executive (Ex-officio, non-voting)		**Present / Regrets**	**Arrived / Departed**
Nicole Walker	President	Present	
Sara Kuwatly	Vice President Student Experience	Present	
Lisa Kazuhara	Vice President Academic	Present	
Shilik Hamad	Vice President External		

Guests	**Affiliation**
Lee Anne Clarke	Business Manager, CSA
Jewel Lindemann	Chief Returning Officer, CSA

Staff	**Position**
Cameron Olesen	Chair
Pete Wobschall	Policy & Transition Manager
Sarah Dias	Scribe

Summary of Significant Resolutions:

11.5.1 Meeting # 10 – November 10, 2021

MOTION that the Minutes be approved for **CSA Board Meeting # 10** – November 10, 2021, as presented in the board package.

Motion carried.

11.6 Executive Committee Minutes

MOTION that Executive Committee Minutes be received as information for the following meetings:

11.6.1 Meeting # 19 – November 3, 2021

Motion carried.

11.7 Executive Updates

MOTION that the following Executive Updates be received as information:

11.7.1 President
11.7.2 VP Student Experience
11.7.3 VP Academic

Motion carried.

11.10.1 MINUTES: Policy & Bylaw Review Committee (PBRC) Meeting # 5 – Oct 1, 2021

MOTION to receive the minutes of the Policy & Bylaw Review Committee (PBRC) from Meeting # 5 – October 1, 2021, as information.

Motion carried.

11.10.2 MINUTES: Finance Committee Meeting # 1 – Aug 24, 2021

MOTION to receive the minutes of the Finance Committee from Meeting # 1 – August 24, 2021, as information.

Motion carried.

11.10.3 APPOINTMENT: Sustainability Action Fund Governance Committee

RESOLVED that:

a) The President be appointed to the Sustainability Action Fund (SAF) Governance Committee for the remainder of the 2021-2022 academic year.

b) The following additional two (2) Board Members (Executive and/or Directors) be appointed to the SAF Governance Committee for the remainder of the 2021-2022 academic year:

Lily Taylor-Stackhouse
Bella Harris

Motion carried

11.11.1(b) Receive Business Manager Presentation

RESOLVED that the presentation by Lee Anne Clarke, Business Manager regarding the Semi-Annual Financial Reports be received as information.

Motion carried.

11.11.1(c) Partial Reallocation of Live Entertainment Fee to the Bullring Entertainment Budget Line

RESOLVED that Entertainment Fees in the amount of $12,000.00 be transferred from the Live Entertainment Budget, account #32101, to the Bullring Live Entertainment budget line, account #92101 for the purpose of funding Open Mic Programming at the Bullring during the remainder of the 2021-2022 fiscal year.

Motion carried.

11.11.1(d) 2022-2023 Salary & Wage Recommendations

MOTION to approve the 2022-2023 Salary & Wage Recommendations for as recommended forwarded by the Finance Committee and as presented in the November 24, 2021 board agenda package.

Motion carried.

11.11.2(b) Receive Chief Returning Officer's Presentation

MOTION to receive the presentation by Jewel Lindemann, Chief Returning Officer (CRO) regarding Winter 2022 General Elections Timelines, Candidate's Package, and Promo Plan as information.

Motion carried.

11.11.2(c) Approve Winter 2022 General Elections Timelines & Promo Plan

MOTION to approve the Winter 2022 General Elections Timelines, and Promo Plan as presented by the Chief Returning Officer (CRO) at the November 24, 2021 board meeting and included in the board agenda package.

Motion carried.

11.11.2(d) Adopt Winter 2022 General Elections Candidate's Packages

MOTION to adopt the Winter 2022 General Elections Executive and Director Candidate's Packages as presented by the Chief Returning Officer (CRO) at the November 24, 2021 board meeting and included in the board agenda package

Motion carried.

11.11.3 PRESENTATION: Director Appointment Progress Update by Policy & Transition Manager (PTM)

MOTION that the presentation by Pete Wobschall, Policy & Transition Manager, regarding the Fall 2021 Director Appointment Process be received as information.

Motion carried.

Agenda – November 24, 2021:

11.0 Call to Order
11.1 Land Acknowledgement
Laura Wilson
11.2 Adoption of the Agenda
11.2.1 Approve the Agenda
11.2.2 Declarations of Conflicts
11.3 Ratifications and De-Ratifications
11.3.1 NA
11.4 Comments from the Chair
11.4.1 Introductions and Pronouns
11.5 Approval of Past Board Minutes
11.5.1 Meeting # 10 – November 10, 2021
11.6 Executive Committee Minutes
11.6.1 Meeting # 19 – November 3, 2021
11.7 Executive Updates
11.7.1 President
11.7.2 VP Student Experience
11.7.3 VP Academic
11.7.4 VP External
11.8 Director Reports
11.9 CSA Services Update and Report
11.9.1 NA
11.10 Committee Updates and Reports
11.10.1 MINUTES: Policy & Bylaw Review Committee (PBRC) Meeting # 5 – Oct 1, 2021
11.10.2 MINUTES: Finance Committee Meeting # 1 – Aug 24, 2021
11.10.3 APPOINTMENT: Sustainability Action Fund Governance Committee
11.11 Business
11.11.1 PRESENTATION: Semi-Annual Financial Reports by Business Manager:
- CSA Semi-Annual Budget Report to Oct 31, 2021
- CSA Financial Position as of Oct 31, 2021

MOTION: Live Entertainment Fee Reallocation
MOTION: 2022-2023 CSA Salary & Wage Recommendations
11.11.2 PRESENTATION: Winter 2022 General Elections by CRO:
- Promo Plan
- Timelines
- Candidate's Package

MOTION: General Winter Election Candidate's Packages (Executive &

Director)
MOTION: General Winter Election Timelines & Promo Plan

11.11.3 PRESENTATION: Director Appointment Progress Update by Policy & Transition Manager (PTM)

11.12 New Business

11.12.1

11.13 Announcements

11.14 *In Camera* Session

11.15 Adjournment

Minutes – November 24, 2021:

11.0 Call to Order

The meeting was called to order at 6:02 pm.

11.1 Land Acknowledgement

I would like to acknowledge that we are all in different places but that we usually meet at the University of Guelph. The land that the University of Guelph resides on is the traditional land of the Attawandron people and the Treaty Lands of the Mississauga of the Credit. We also honour our Haudenosaunee, Anishinaabe, and Metis neighbours and recognize the significance of the Dish with One Spoon Covenant, which is a reminder that residing on the land we are on right now we have a responsibility to use its resources sustainably and protecting it from harm. It is very important that we acknowledge the peoples whose land we are on and that we offer our genuine respect to them to appreciate the care they have shown these lands for centuries before settlers arrived here. Moving forward we should take time to learn more about the land we occupy in our day to day lives and actively participate in the work towards reconciliation. Thank you.

Maya Persram

11.2 Adoption of the Agenda

11.2.1 Approve the Agenda

MOTION that the agenda for the CSA Board of Directors Meeting # 11 on November 24, 2021, be approved as distributed in the board agenda package.

Moved: Amanda Conibear
Seconded: Nicole Walker, President

MOTION TO AMEND: To reorder the agenda so that:

- Item 11.11.1 PRESENTATION: Semi-Annual Financial Reports immediately follows item 11.4.1 Introductions and Pronouns.

- Item 11.11.2 PRESENTATION: Winter 2022 General Elections immediately follows item 11.11.1 PRESENTATION: Semi-Annual Financial Reports

Moved: Nicole Walker, President
Seconded: Maya Persram

President Nicole Walker shared that these folks are giving their time to present to the Board and thus wants to ensure to use their time accordingly by having them speak first.

Motion to amend carried.

AMENDED MOTION that the agenda for the CSA Board of Directors Meeting # 11 on November 24, 2021, be approved as amended:

To reorder the agenda so that:

a) Item 11.11.1 PRESENTATION: Semi-Annual Financial Reports immediately follows item 11.4.1 Introductions and Pronouns.
b) Item 11.11.2 PRESENTATION: Winter 2022 General Elections immediately follows item 11.11.1 PRESENTATION: Semi-Annual Financial Reports.

Moved: Amanda Conibear
Seconded: Nicole Walker, President

Amended motion carried.

11.2.2 Declarations of Conflicts

No conflicted declared.

11.3 Ratifications and De-Ratifications

No ratifications or de-ratifications for tonight.

11.4 Comments from the Chair

Chair Cameron Olesen thanked everyone for being here tonight and explained how Members could participate in discussions and volunteering.

11.4.1 Introductions and Pronouns

All Members introduced themselves and shared their pronouns and roles on the Board.

11.5 Approval of Past Board Minutes

11.5.1 Meeting # 10 – November 10, 2021

MOTION that the Minutes be approved for **CSA Board Meeting # 10** – November 10, 2021, as presented in the board package.

Moved: Joshua Vito
Seconded: Lisa Kazuhara, VP Academic

Motion carried.

11.6 Executive Committee Minutes

MOTION that Executive Committee Minutes be received as information for the following meetings:

11.6.1 Meeting # 19 – November 3, 2021

Moved: Leila Stevens
Seconded: Lisa Kazuhara, VP Academic

Motion carried.

11.7 Executive Updates

11.7.1 President

President Nicole Walker shared she is working on return to campus, she has reviewed all applications and safety policies for the CSA's services, and they will be submitted to update and expand what they are already offering. The CSA will be able to expand the occupancy of their offices which will allow for in person meetings which will be wonderful for all services. Open Mic night is happening at the Bullring which is exciting, and they are adding back couches and furniture. As well, she shared her focus has been hiring. The CSA is hiring for a second Poster Runner and they are sad that they must hire for a new Board Scribe. She shared she wanted to recognize that this is Scribe Sarah Dias' last Board Meeting with the CSA, and that she has been an employee with the CSA since October 2019. She thanked the Scribe for all her diligence and detailed Minutes as they are much appreciated. As well, she shared that they have a little bit of a setback for the hiring of an Officer Manager as they are still trying to finalize a job description for this

position in order to start the hiring process. She wished everyone a happy holiday break and best of luck with exams.

11.7.2 VP Student Experience

VP Student Experience Sara Kuwatly shared that this is also her last Board Meeting as she is leaving the CSA on December 3rd as she got a job offer elsewhere. She shared she has been working with the Multi Faith Resource Team on establishing a process and policy for religious based clubs, which should make it easier to accredit the clubs. They were hoping to accomplish a lot of this in the Winter semester, however, with this position now vacant in the Winter, it will be implemented in Fall 2022. As well, the Club's Office is bringing back in-person Club's Day for the Winter semester. Last week was the last Sexy Bingo for the semester, which was a huge success. As well she shared, the next two weeks are filled with some stress buster events. Next week, she will be doing tabling in the UC giving away some treats, and then on Thursday the Executives will be giving out self-care kits in the library. She shared for the Menstrual Hygiene Initiative they gave out 50 cups, which was great, and they are currently working on refilling the dispensers in the washrooms on campus.

Member Joshua Vito thanked VP Student Experience for all her hard work and shared the CSA will miss her but wished her the best of luck in her new position.

11.7.3 VP Academic

VP Academic Lisa Kazuhara shared this is the last Board Meeting before the Winter break. She shared she has lots of Committees she is sitting on which are all in her written report. She shared that academic course selection has started and will be continuing. She shared that Art in the Bullring is happening tomorrow and encouraged folks to come say hi and look at some great artwork. She shared the Professional and Career Development Record has been launched, so if students go to Experience Guelph Portal, you will see it, which is a great way to show your extracurricular activities. Outside of this, they have been doing house calls with first year students, and it has been a great way to connect with first year students. She shared Senate happened last week.

11.7.4 VP External

No updates from VP External Shilik Hamad as she was not present for tonight's meeting.

MOTION that the following Executive Updates be received as information:

11.7.1 President
11.7.2 VP Student Experience
11.7.3 VP Academic

Moved: Leila Stevens
Seconded: Lisa Kazuhara, VP Academic

Motion carried.

11.8 Director Reports

Member Maya Persram shared that the Finance Committee met and thanked folks for voting on those Motions, as well the UC Program Committee met last week, they went over some renovations within the building and Fair November is currently happening.

Member Leila Stevens shared she sat on the Finance Committee and thankful for Lee Anne's presentation tonight.

Member Joshua Vito shared the CSA Caucus of UC Board met, which went well. As well, he shared he attended the PRBC meeting where they discussed some topics about reform and ways to do referendums, and other aspects which are all interesting.

Member Jena Ashely shared she also went to PBRC meeting, and that they approved the last Committee meetings and talked about hybrid meeting process. She provided an update on other topics discussed in the meeting and encouraged Members to come to the next meeting on December 3rd.

Member Isha Maharaj shared she also attended the UC Board meeting. As well, the GCOUF, which is the Guelph Centre for Urban and Organic Farming, had its first meeting last week, they are looking for people to come and learn about them and hopefully by next summer everything will be back to where it should be.

Member Bella Harris attended PBR Committee meeting and shared that everyone is good at communication and so friendly, especially VP Student Experience. She also sat on the UC Board, and it is really fun.

11.9 CSA Services Update and Report

No CSA Service updates or reports.

11.10 Committee Updates and Reports

11.10.1 MINUTES: Policy & Bylaw Review Committee (PBRC) Meeting # 5 – Oct 1, 2021

MOTION to receive the minutes of the Policy & Bylaw Review Committee (PBRC) from Meeting # 5 – October 1, 2021, as information.

Moved: Joshua Vito
Seconded: Leila Stevens

Motion carried.

11.10.2 MINUTES: Finance Committee Meeting # 1 – Aug 24, 2021

MOTION to receive the minutes of the Finance Committee from Meeting # 1 – August 24, 2021, as information.

Moved: Maya Persram
Seconded: Ariel Oleynikov

Motion carried.

11.10.3 APPOINTMENT: Sustainability Action Fund Governance Committee

WHEREAS the Sustainability Action Fund's (SAF) mandate is to build and foster a culture of sustainability at the University of Guelph by providing seed-funding and support to student-led projects that work to improve campus sustainability and tackle pressing environmental and social issues;

WHEREAS the SAF Governance Committee's mandate is to provide independent stewardship of the SAF with a duty to ensure that the SAF's mandate is being met; and

WHEREAS the CSA is seeking three (3) Board Members (Executive and/or Directors) interested in, and with knowledge of, sustainability issues to appoint to the SAF Governance Committee.

RESOLVED that:

a) The President be appointed to the Sustainability Action Fund (SAF) Governance Committee for the remainder of the 2021-2022 academic year.

b) The following additional two (2) Board Members (Executive and/or Directors) be appointed to the SAF Governance Committee for the remainder of the 2021-2022 academic year:

Lily Taylor-Stackhouse
Bella Harris

Moved: Nicole Walker, President
Seconded: Leila Stevens

President Nicole Walker shared that this new fund is initiated by the Student Executive Council, which is a council of student representatives from each of the college governments, Interhall Council, the GSA, and CSA. SERF (Student Energy Retrofit Fund) was the old fund, and this is the new fund. The goal is to allocate 85% of it to major projects, and then 15% would be student driven initiatives, so students could apply to have experiential learning opportunity. The University will be matching the student funding that we collect from the referendum question that was successful in 2019. So, we are looking to pilot the committee in terms of what it would look like to do a soft launch. This Committee would be helping to shape what the Committee will look like in the future (structure, membership, funding allocation, etc.) and part of the legacy of motivating for a carbon-neutral campus. She encouraged folks to volunteer and would be happy to answer any questions.

Motion carried

11.11 Business

11.11.1 PRESENTATION: Semi-Annual Financial Reports by Business Manager

This item was discussed earlier in the Meeting, after 11.4.1 Introductions and Pronouns, as the Agenda was amended.

11.11.1(a) Extend Speaking Rights to Lee Anne Clarke, Business Manager

MOTION to extend speaking rights to Business Manager Lee Anne Clarke.

Moved: Sara Kuwatly, VP Student Experience

Seconded: Maya Persram

Motion carried.

MOTION: Extension of Speaking Time for the Business Manager

WHEREAS CSA Rules of Order, Section 3.9. states that presentations to the Board of Directors that are submitted in the Board package shall be limited to 10-minutes.

MOTION to extend speaking rights to Lee Anne Clarke, Business Manager, for the duration of item 11.11.1 to present the Semi-Annual Financial Reports and respond to questions that arise from members regarding the presentation, or subsequent motions regarding the Live Entertainment Fee Reallocation, and 2022-2023 CSA Salary & Wage Recommendations.

Moved: Maya Persram
Seconded: Sara Kuwatly, VP Student Experience

Motion carried.

Business Manager Lee Anne Clarke thanked everyone for being here tonight and provided a summary of the semi-annual budget report as attached in the Minutes.

Member Joshua Vito asked how Lee Anne would describe the state of the budget right now.

Business Manager Lee Anne Clarke shared they are in an excellent position right now as they have not been able to spend all their budget out, which is unfortunate; however they are in a position where they are ready to do more, and they are in an excellent financial situation.

11.11.1(b) Receive Business Manager Presentation

WHEREAS the Business Manager presented the following reports as recommended forward by the Finance Committee, and included in the November 24, 2021 board agenda package:

- CSA Financial Position as of October 31, 2021
- CSA Semi-Annual Budget Report to October 31, 2021

RESOLVED that the presentation by Lee Anne Clarke, Business Manager regarding the Semi-Annual Financial Reports be received as information.

Moved: Leila Stevens
Seconded: Maya Persram

Motion carried.

11.11.1(c) Partial Reallocation of Live Entertainment Fee to the Bullring Entertainment Budget Line

MOTION: Live Entertainment Fee Reallocation

WHEREAS the Bullring has historically offered Open Mic as part of its regular programming;

WHEREAS all expenses associated with Open Mic have been offset by an allotment of Entertainment Fees as approved annually by the Board of Directors;

WHEREAS no funds were allocated to the Bullring in 2020-2021 and 2021-2022 due to Public Health Restrictions and operational limitations of the Bullring as a direct result of the pandemic;

WHEREAS Public Health Restrictions and operational limitations have lifted sufficiently to permit Open Mic programming to return to the Bullring, effective November 2021;

WHEREAS Open Mic has been a longstanding tradition of the Bullring;

WHEREAS students look forward to performing and attending Open Mic at the Bullring;

WHEREAS the Live Budget is projected to have a surplus in 2021-2022 of $73,538.00;

WHEREAS the Entertainment Accumulated Reserve fund balance is $119,197.00; and

WHEREAS the Finance Committee recommends the following resolution for the board's consideration.

RESOLVED that Entertainment Fees in the amount of $12,000.00 be transferred from the Live Entertainment Budget, account #32101, to the Bullring Live Entertainment budget line, account #92101 for the purpose of funding Open Mic Programming at the Bullring during the remainder of the 2021-2022 fiscal year.

Moved: Nicole Walker, President
Seconded: Leila Stevens

Member Maya Persram shared that Member Stevens, the President, the Business Manager, and herself were all on a Committee Meeting to discuss this. She shared that in past years the Bullring has received budget for live entertainment, which it was not given the last two years because of Covid. However, with things now opening and with the live entertainment budget having such a big surplus, they thought it would be a good idea to allocate some of that budget to have a really nice Open Mic night and bring those experiences back to campus.

Member Leila Stevens shared that students love Open Mic night, and it is such a big part of their student experience. She shared academia can be stressful so its nice to have a social time and unwind with friends which is why herself and Member Persram would love if Members could vote in favour of this Motion.

Member Maya Persram shared there was a referendum made a few years back about how this entertainment fee could be spent, and this Motion does follow that referendum and all policies that come with it.

Motion carried.

11.11.1(d) 2022-2023 Salary & Wage Recommendations

MOTION to approve the 2022-2023 Salary & Wage Recommendations for as recommended forwarded by the Finance Committee and as presented in the November 24, 2021 board agenda package.

Moved: Nicole Walker, President
Seconded: Leila Stevens

President Nicole Walker motivated by sharing this was recommended by the Finance Committee and they had great discussions about this. As well that it aligns with the cost of living from the previous year, as they do not release cost of living for this year until later and that would not align with the budget planning timeline.

Motion carried.

11.11.2 PRESENTATION: Winter 2022 General Elections by CRO

This item was discussed earlier in the Meeting, after 11.11.1 PRESENTATION: Semi-Annual Financial Reports by Business Manager, which was discussed after 11.4.1 Introductions and Pronouns, as the Agenda was amended.

11.11.2(a) Extend Speaking Rights to Jewel Lindemann, CRO

WHEREAS CSA Rules of Order, Section 3.9. states that any presentations to the Board of Directors that are submitted in the Board package shall be limited to 10-minutes.

MOTION to extend speaking rights to Jewel Lindemann, Chief Returning Officer (CRO), for the duration of Item 11.11.2 to present the Winter 2022 General Elections Timelines, Candidate's Package, and Promo Plan and respond to questions that arise from members.

Moved: Jena Ashley
Seconded: Joshua Vito

Chief Returning Officer Jewel Lindemann thanked everyone for being here and went through the Winter 2022 General Election Promo Plan, Timelines, and Candidates Package as included in the board agenda package.

11.11.2(b) Receive Chief Returning Officer's Presentation

MOTION to receive the presentation by Jewel Lindemann, Chief Returning Officer (CRO) regarding Winter 2022 General Elections Timelines, Candidate's Package, and Promo Plan as information.

Moved: Leila Stevens
Seconded: Maya Persram

Motion carried.

11.11.2(c) Approve Winter 2022 General Elections Timelines & Promo Plan

MOTION to approve the Winter 2022 General Elections Timelines, and Promo Plan as presented by the Chief Returning Officer (CRO) at the November 24, 2021 board meeting and included in the board agenda package.

Moved: Nicole Walker, President
Seconded: Lisa Kazuhara, VP Academic

President Nicole Walker thanked the CRO Jewel for the fantastic job she did and shared that her work looks incredible.

Motion carried.

11.11.2(d) Adopt Winter 2022 General Elections Candidate's Packages

MOTION to adopt the Winter 2022 General Elections Executive and Director Candidate's Packages as presented by the Chief Returning Officer (CRO) at the November 24, 2021 board meeting and included in the board agenda package

Moved: Jena Ashley
Seconded: Sara Kuwatly, VP Student Experience

Motion carried.

11.11.3 PRESENTATION: Director Appointment Progress Update by Policy & Transition Manager (PTM)

Policy & Transition Manager Pete Wobschall presented the Director Appointment Progress Update as presented in the board agenda package.

MOTION that the presentation by Pete Wobschall, Policy & Transition Manager, regarding the Fall 2021 Director Appointment Process be received as information.

Moved: Leila Stevens
Seconded: Nicole Walker, President

Motion carried.

11.12 New Business

No new business for tonight.

11.13 Announcements

Member Samantha Ogbeiwi shared she is excited to go home and has been busy studying for finals.

Member Maya Persram shared she has been having a rough week, as school is really hard right now. She has been taking a break because she is doing tours and it is really exciting to show off Guelph campus again. She wished everyone luck who is going through course selection right now and working on final projects. She said she is so sorry and sad not seeing VP Student Experience Sara Kuwatly back next semester and thanked Scribe Sarah Dias for her amazing work.

Member Leila Stevens shared she is sad to see both Sarahs going, but that they are both appreciated and thanked them for their hard work. She shared she wants to hear about VP Student Experience Sara Kuwatly's new position. As well, she got her hair cut, and her housemates are doing secret Santa and she already spoiled it, but she can't keep a secret. She wished everyone luck on finals.

Member Keshini Digamber shared ISO will be having their last event for the semester tomorrow night, they will be having free muffins. She should be going home for Christmas, and her parents booked tickets and it was quite expensive. She has been tempted to spend money she does not have.

Member Joshua Vito shared he has had a busy few week. He wished everyone happy holidays and wished everyone a nice time off from school. He also wished both Sarahs best of luck in their future endeavours.

Member Jena Ashely shared everything is due, so she is very busy and she is really excited to go home and see her grandma.

Member Isha Maharaj shared she is very sad to see VP Student Experience Sara Kuwatly leave. She has been struggling with midterms and has seven labs due which is really difficulty. She wished everyone happy holidays and best of luck to both Sarahs.

Member Bella Harris has been writing down things she learnt in podcasts and shared several facts she has learnt, including some facts about crock pots and how they were invented and some facts about bedding sheets.

The meeting adjourned at 8:14 pm, as Quorum was lost.

Meeting continued unofficially as Members wished to continue with Announcements.

Member Bella Harris continued her announcement, sharing that she is a Chair of Guelph Pride, and that there are several co-chairs, and she encouraged Members to join the Pride Committee. She was on CTV Kitchener News, as she was interviewed for a Vigil she ran, but they only showed her for a few seconds, which was quite upsetting. She shared she is going to be at a panel and asked folks to

join, as it is about supporting BIPOC Community, which is really cool. She shared some vegan food she has been trying.

Member Ariel Oleynikov shared she does not have too many updates. She is a Theatre minor, and their show is out tonight and a bunch of people from the University, including the President and Dean of the faculty are attending the show tonight, which is exciting. She encouraged folks to come watch it as it is a really sweet show and they have worked hard on it. She thanked both Sarahs for their hard work and wished them the best of luck. She also wished everyone a happy holiday and happy new year

Member Amanda Conibear shared she is going to be on a flight soon to see her boyfriend whish is really exciting and she misses him a lot. She wished VP Student Experience Sara Kuwatly best of luck in her new job and shared she will miss her a lot.

Member Alyssa Ahmed thanked both Sarahs and shared they will be missed a lot and wants to stay updated on their lives. She has no exams this semester, which is really nice, but a lot of assignments are keeping her busy. She shared she has enjoyed doing the campus tours.

Policy & Transition Manager Pete Wobschall shared he is going to miss VP Student Experience Sara Kuwatly but hopes to see her in Hamilton. He shared he will also miss Scribe Sarah Dias, but she does have a legacy that she is leaving here, as she can look back in several years at the Minutes that she wrote. He shared that Board Meetings will be in-person next semester which is exciting.

President Nicole Walker thanked everyone for their updates. She went home for the weekend which was nice, her and her family went on a 10 km walk which was nice. Her brother shaved and cut his hair and looks great and he had his first job interview which made her very proud. She has been meal prepping and her and Member Stevens went to Joga which was super fun. As well, OSAP sucks and did not accept her application so she is in the process of writing an angry letter about how the federal and provincial government have failed students. She shared Leila Stevens is an awesome roommate. She is going to miss VP Student Experience Sara Kuwatly a lot, she has known her for several years and is very sad to see her go.

VP Academic Lisa Kazuhara shared she does not have to deal with OSAP because she is an international student, but they pay a lot more. She shared schedule printing is on its way with class schedules. She has been struggling with Black Friday sales as she wants to buy so many things. She is very excited to fly back to Japan to see her family who she hasn't seen for two years. She is really sad that

both Sarahs are leaving. She has known VP Student Experience Sara Kuwatly since 2018, and now they are roommates, so she is very sad to see Sara leaving.

Scribe Sara Dias thanked everyone for their kind wishes. She shared she has loved working for the CSA and getting to know everyone here, and is sad to leave after several years, but currently has too much on her plate and not enough time for this position any longer. She shared she graduated back in April and it has been nice attending the meetings and feeling connected to campus in that way. As well, she thanked Policy & Transition Manager Pete Wobschall for all his support over the past while. He started when meetings were online and confusing, and he has always been a great support and super fun to work with. She wished everyone best of luck in the future and congratulated VP Student Experience Sara Kuwatly on her new position.

VP Student Experience Sara Kuwatly shared that this Board has seen her at her ups and downs, as they have seen her emotional when the old Executive team left, or during the summer meetings, or even right now. She shared she is so thankful for everyone's kind words and for being able to work with them for the past few months. She shared that this Board has given her therapist a lot of work, especially their meetings over the summer. She shared she would not have done anything differently but is sorry if she ever said anything that hurt anyone, especially in the summer meetings, her intention was always to be the best representative for students, but sometimes she may mess up. She shared she is moving to Hamilton next week and starting her new job very soon. She is also moving in with her partner which is exciting, and they are getting a cat. She apologized for crying, but said she is very emotional and cannot believe she is leaving the CSA. She has been here since 2018, as she was working part-time at SHAC and then a few years in her current position. She shared it is time for her to step out of the University of Guelph bubble, but would love to stay in touch with everyone. She shared that she loves all the Members, even though she may not know everyone very closely, everyone has been a part of her Wednesday night for the past few years, and she appreciates all they do and everyone's commitment to the students.

Board Chair Cameron Olesen thanked everyone for the semester so far and wished everyone a good break.

Meeting unofficially called to a close 8:33pm.

*Attach revised Business Manager reports to minutes

Approved by the Board of Directors	January 19, 2022

Cameron Olesen, Board Chair	
Signature	Date January 21, 2022
Pete Wobschall, Policy and Transition Manager	
Signature	Date January 21, 2022

Central Student Association

SEMI-ANNUAL BUDGET REPORT

TO OCTOBER 31, 2021

Summary of Revenue & Expenses (by Portfolio)	**1**
Academic	**2**
Administration (President)	**3**
Bullring	**4**
Council	**5**
External	**6**
Films	**7**
Live Entertainment	**8**
Programmer	**9**
Promotional Services	**10**
Student Experience	**11**
SERVICE PROGRAMMES	
Bike Centre	**12**
Clubs	**13**
SafeWalk	**14**
Student Help & Advocacy Centre	**15**
FoodBank *(Restricted fee, information only)*	**16**

Recommended Forward by Finance Committee November 17, 2021
Presented to CSA Board of Directors November 24, 2021

SEMI-ANNUAL SUMMARY OF REVIEW AND EXPENSES

CSA Operating Budget	Actual to Oct 31, 2021		Projected to Year End		YE Estimate
By Portfolio	Revenue	Expenses	Revenue	Expenses	Net Revenue (Loss)
Academic	$ 47,480.00	$ (22,883.00)	$ 47,480.00	$ (47,480.00)	$ -
Administration	$ 452,132.00	$ (237,775.00)	$ 550,303.00	$ (494,453.00)	$ 55,850.00
Council	$ 57,020.00	$ (16,454.00)	$ 57,020.00	$ (57,020.00)	$ -
External	$ 46,500.00	$ (20,833.00)	$ 46,500.00	$ (46,500.00)	$ -
Programmer	$ 78,400.00	$ (110,165.00)	$ 78,400.00	$ (110,165.00)	$ (31,765.00)
Promotion Service	$ 54,148.00	$ (27,548.00)	$ 58,700.00	$ (58,700.00)	$ -
Student Experience	$ 63,340.00	$ (32,229.00)	$ 63,340.00	$ (63,340.00)	$ -
Service Programme Summary					
Bike Centre	$ 25,896.00	$ (6,058.00)	$ 29,350.00	$ (29,350.00)	$ -
Clubs	$ 15,900.00	$ (2,236.00)	$ 15,900.00	$ (15,900.00)	$ -
SafeWalk	$ 15,496.00	$ (3,194.00)	$ 32,330.00	$ (32,330.00)	$ -
Student Help & Advocacy Centre	$ 19,380.00	$ (5,932.00)	$ 19,380.00	$ (19,380.00)	$ -
CSA Operating - Estimated Net Revenue Above Expenses					$ 24,085.00

BULLRING	$ 120,231.00	$ (165,480.00)	$ 368,001.00	$ (415,125.00)	**$ (47,124.00)**

FOODBANK	$ 86,114.00	$ (72,239.00)	$ 145,670.00	$ (145,670.00)	**$ -**

ENTERTAINMENT FEES	Actual to Oct 31, 2021		Projected to Year End		BALANCE
	Revenue	Expenses	Revenue	Expenses	Net Revenue (Loss)
Administration - Coordination Fee	$ 21,728.00		$ 21,728.00	$ (22,000.00)	$ (272.00)
Council - Grants - College Royal	$ 7,020.00	$ (7,020.00)	$ 7,020.00	$ (7,020.00)	$ -
Films	$ 22,000.00	$ (1,155.00)	$ 22,000.00	$ (1,155.00)	$ 20,845.00
Live Entertainment	$ 87,000.00	$ (4,035.00)	$ 87,000.00	$ (34,035.00)	$ 52,965.00
Student Experience - Orientation Programming	$ 15,000.00	$ (11,044.00)	$ 15,000.00	$ (15,000.00)	$ -
Total Anticipated Entertainment Fees 2021-22	**$ 152,748.00**		**Estimated Net Revenue at Year End**		**$ 73,538.00**

Balance Entertainment Reserve Fund to April 30, 2021	**$ 119,197.00**

ACADEMIC: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
24100	CSA Student Fees	26,000	45,000	45,000
24120	Student Health Plan Reserve Support - Memorial	-	2,480	-
24140	Bullring Promotional Support - Artwork	-		-
	TOTAL REVENUE	**26,000**	**47,480**	**45,000**
Expenditure				
24200	Salaries (Includes 3% RSP/Educ)	1,843	19,046	38,565
24220	Employee Benefits	410	1,313	4,825
24450	Academic Campaigns	-	-	350
24451	Student Artwork @ Bullring	-	-	800
24452	Student Memorial Tree Service	-	2,480	-
24453	Teaching Excellence Award	-	-	150
24600	Advertising & Promotion	-	-	135
24800	Supplies	-	-	75
24870	Photocopying	-	44	100
	TOTAL EXPENSES	**2,253**	**22,883**	**45,000**
	Under (Over) Budget	**23,747**	**24,597**	**-**

Notes:

24120/24452 The total cost of the Student Memorial Tree Service is paid through the Student Health Plan Reserve. The reserve is managed by the Student Health & Dental Plan Committee. The VP Academic must submit a final report with all budget information to the committee before funds are released. The cost related to the purchase and maintenance of a memorial tree in the UofG Arboretum is incurred every other year, however a service is held every academic year and each tree has two plaques installed - one for each academic year. The cost to purchase and maintain a memorial tree is $2,000; services generally cost between $800 and $1,600 depending on the number of anticipated family members and friends. We did not hold a Student Memorial Service in September 2020 due to the pandemic.

Prepared November 2021
Finance Committee

ADMINISTRATION (President): Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22	Estimated YE
Revenue					
82100	Student Fees	337,000	377,080	377,080	411,202
82101	Entertainment Student Fee (General Coordination)	22,000	22,000	22,000	21,728
82200	Dental Plan - Admin Fee	18,000	18,000	18,000	18,000
82300	Health Plan - Admin Fee	28,500	28,500	28,500	28,500
82600	Other Income (Admin Fees BR, MHI, SW,Cannon, misc)	3	10	27,170	27,170
82620	Pro Ink - Net	-	153	-	253
82700	UCS - ROI (Digital Signs & Photo Arts Space)	-	-	11,250	11,250
82870	Black & White Photocopy Income	-	206	500	700
82875	Colour Photocopy Income	8	586	1,500	1,500
82910	Bus Pass - Net	-	-	-	22,000
82920	Interest Earned	3,193	5,597	8,000	8,000
	TOTAL REVENUE	**408,704**	**452,132**	**494,000**	**550,303**
Expenditure					
83200	Salaries/Wages (includes RSP benefit)	122,111	160,310	340,000	340,000
83210	Student Risk Management	1,295	1,234	550	550
83220	Employee Benefits	9,674	13,490	35,150	36,173
83240	Employer Health Tax Premium	-	-	-	-
83380	Professional Fees (Audit/Legal/HR))	19,698	24,547	37,000	37,000
83390	Travel (Business Office mileage, guest parking)	-	19	300	300
83440	Temporary Wages	530	-	2,000	1,000
83500	Staff Appreciation (incls coffee/water, mtg food)	743	46	2,000	2,000
83501	Staff Training (incls WSIB) & Transition	1,490	274	3,000	1,000
83550	Purchase of Equipment	-	-	6,000	6,000
83600	Advertising & Promotion	-	1,630	5,000	5,000
83610	Promotional Swag	1,392	1,000	2,500	2,500
83660	Software/Licensing/CCS Managed Desktops	2,584	3,256	14,000	14,000
83700	University Services (lock/keys/minor repairs)	620	1,275	700	2,000
83701	Leasehold Improvements to CSA Main Office	-	-	-	-
83800	Office Supplies (includes postage chrgs)	2,659	5,526	8,000	9,000
83820	Telephone and Internet (all lines, except Bullring)	5,731	5,735	11,800	11,800
83850	Maintenance & Repair	-	440	300	700
83870	Photocopier Expense	5,405	5,637	11,500	11,500
83900	Bank Charges	383	626	1,200	1,200
83930	Insurance	14,000	12,730	13,000	12,730
	TOTAL EXPENSES	**188,315**	**237,775**	**494,000**	**494,453**
	Under (Over) Budget	**220,389**	**214,357**	**-**	**55,850**

Wages Include

83200 President, Office Manager, Policy & Transition Manager, Business Manager
2 FT Bookkeepers, Front Office Assistants 3 PT F/W

Prepared November 2021
Finance Committee

BULLRING: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22	Estimated YE
Revenue					
92100	Student Fees	111,500	-	-	-
92101	Entertainment Student Fee	-	-	-	12,000
92425	Beverage Sales - Gross Margin	643	23,334	47,000	60,000
92465	Food Sales - Gross Margin	8,612	97,207	292,000	292,000
92490	Miscellaneous Income (less register/over)	14,961	(310)	35,750	16,001
	TOTAL REVENUE	**135,716**	**120,231**	**374,750**	**380,001**
Expenditure					
93200	Managerial Salaries (incls 10% RSP benefit)	44,540	67,530	148,450	148,450
93210	Hourly Wages	7,995	49,153	105,000	145,000
93220	Managerial Benefits	3,565	6,113	13,350	13,350
93225	Hourly Staff Benefits	1,415	4,476	12,000	13,300
93240	Employer Health Tax (Taxation Yr)	-	-	-	-
93250	Staff Safety Training	-	295	300	300
93280	Staff Appreciation/Uniform (FixedTerm)	-	387	500	700
93290	Staff Meals	-	-	6,080	-
93380	Administrative Fee to CSA Operating	-	-	21,850	21,850
93390	Travel/Mileage	27	24	50	50
93400	Entertainment Costs	-	-	-	12,000
93550	Purchase of Equipment/Furniture	-	-	-	-
93560	Lease of Equipment	714	714	1,500	1,500
93580	Maintenance of Equipment	439	1,214	1,500	1,500
93590	Maintenance of Front House	1,038	2,736	1,000	3,000
93600	Advertising & Promotion	324	798	1,000	1,200
93660	Memberships & Licenses	814	765	1,030	1,030
93700	University Services	3,207	130	1,000	1,000
93720	University Space Costs	7,793	7,913	13,000	15,830
93730	Express Card Commission/LCR Rental	912	7,140	23,000	23,000
93735	Debit Machine Commission/Rental	485	1,378	4,100	4,100
		-			
93800	Supplies (incls replacement flatware)	672	6,034	6,000	8,000
93810	Janitorial Supplies	51	833	1,500	1,500
93815	Janitorial Services	1,351	1,429	5,500	4,000
93820	Telephone and Internet	-	-	-	-
93870	Photocopying	8	53	40	100
93930	Insurance	6,030	6,365	7,000	6,365
93950	Contingency	-	-	-	-
	TOTAL EXPENSES	**81,380**	**165,480**	**374,750**	**427,125**
	Under (Over) Budget	**54,336**	**(45,249)**	**-**	**(47,124)**

Prepared November 2021
KL/LAC
Finance Committee

COUNCIL: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
22100	CSA Student Fees	36,500	50,000	50,000
22101	Entertainment Fee *(see below *)*	6,892	7,020	7,020
22560	Survival Guide Revenue	-	-	-
	TOTAL REVENUE	**43,392**	**57,020**	**57,020**
Expenditure				
PDR Committee Motion Required				
23200	Grants - Fall & Winter	(300)	1,274	9,000
CSA Executive Motion Required				
23390	Travel & Conferences: CSA Staff	-	-	500
23391	Travel & Conference: CFS/CFS-O	-	-	1,500
23392	Travel & Conference: Student Leadership	-	-	200
23510	Executive Visioning/Training /Transition 50/50 split	-	290	1,000
23515	Executive Discretionary Fund	-	-	1,000
President				
23225	Grants - CSA FoodBank Support	1,500	7,500	7,500
23226	Grants - Move Out Madness	-	-	500
23228	Grants - College Royal *	-	-	7,020
23300	Elections	1,857	3,317	11,000
23440	Honoraria (Chair/Scribe)	1,317	2,503	4,500
23500	Board Training & Appreciation	720	1,520	7,300
23560	Survival Guide Expense	-	-	-
23750	General Members Meeting (Fall & Winter)	-	-	5,000
23800	Supplies	77	50	500
23870	Photocopying	-	-	500
	TOTAL EXPENSES	**5,171**	**16,454**	**57,020**
	Under (Over) Budget	**38,221**	**40,566**	**-**

Note: *** Accounts are linked through the Entertainment Fees (College Royal grant is subject to COLA)**

Prepared November 2021

Finance Committee

EXTERNAL: Period Ending October 31, 2021				
Account No.	**Account Name**	**Last YTD**	**YTD Actual**	**BUDGET 21-22**
Revenue				
25100	CSA Student Fees	44,000	46,500	46,500
	TOTAL REVENUE	**44,000**	**46,500**	**46,500**
Expenditure				
25200	Salaries (incl 3% Education/RSP)	18,000	19,046	38,565
25220	Employee Benefits	1,251	1,488	4,825
25450	Campaigns & Solidarity Events	1,066	241	2,400
25600	Advertising & Promotion	-	-	385
25660	Memberships & Subscriptions	-	50	50
25800	Supplies	-	-	75
25870	Photocopying	-	8	200
	TOTAL EXPENSES	**20,317**	**20,833**	**46,500**
	Under (Over) Budget	**23,683**	**25,667**	**-**

Prepared November 2021

Finance Committee

FILMS: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
42101	Entertainment Student Fees	21,200	22,000	22,000
42400	Door Receipts/Misc Revenue	-	-	-
	TOTAL REVENUE	**21,200**	**22,000**	**22,000**
Expenditure				
43210	Temporary Wages	-	-	200
43400	Film Rental	-	1,000	12,800
43550	Purchase of Equipment/Upgrades	-	-	6,000
43600	Advertising & Promotion	-	125	1,000
43660	Memberships/Domain renewal	30	30	50
43800	Supplies	-	-	200
43840	Freight & Shipping	-	-	50
43850	Maintenance of Film Equipment	-	-	1,600
43870	Photocopying	-	-	100
	TOTAL EXPENSES	**30**	**1,155**	**22,000**
	Under (Over) Budget	**21,170**	**20,845**	**-**

Prepared November 2021

Finance Committee

LIVE ENTERTAINMENT: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
32101	Entertainment Student Fees	85,000	87,000	87,000
32400	Tickets / Sales	-	650	-
32500	Partnership Support	-		-
	TOTAL REVENUE	**85,000**	**87,650**	**87,000**
Expenditure				
33210	Temporary Wages	-	-	-
33400	Performer Fees	-	3,540	24,000
33410	Performer Rider	-	-	1,400
33420	Setup & Sound/Streaming	-	425	17,950
33500	Partnership Expenses	-	-	-
33550	Purchase of Equipment/Sound/Staging	-	-	6,000
33600	Advertising & Promotion	-	-	2,000
33700	Facility Costs	5,000	70	35,000
33720	Free Concert Programming	-	-	-
33730	Community Concert Programming - Net	-	-	-
33740	Speakers	-	-	-
33800	Supplies	-	-	550
33870	Photocopying	-	-	100
	TOTAL EXPENSES	**5,000**	**4,035**	**87,000**
	Under (Over) Budget	**80,000**	**83,615**	**-**

Prepared November 2021
Finance Committee

PROGRAMMER (Gen Entertainment): Period Ending October 31, 2021				
Account No.	**Account Name**	**Last YTD**	**YTD Actual**	**BUDGET 21-22**
Revenue				
72100	Student Fees	63,600	78,400	78,400
72600	Imaginus Sales - Net	-		-
	TOTAL REVENUE	**63,600**	**78,400**	**78,400**
Expenditure				
73200	Salaries (Includes 10% RSP benefit)	21,385	106,597	71,700
73220	Employee Benefits	2,615	3,568	6,700
73800	Supplies	-		-
	TOTAL EXPENSES	**24,000**	**110,165**	**78,400**
	Under (Over) Budget	**39,600**	**(31,765)**	**-**

Prepared November 2021
Finance Committee

PROMOTIONAL SERVICES: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
52100	Student Fees	50,650	51,700	51,700
52300	Graphic Design	50	-	-
52400	Postering - Net	-	800	2,500
52500	Large Format Service - Net	-	1,027	2,500
52600	Button Maker & Miscellaneous - Net	-	35	-
52700	Space Rentals - Kiosk & UC Banner	-	586	2,000
	TOTAL REVENUE	**50,700**	**54,148**	**58,700**
Expenditure				
53200	Wages - Graphic Designer	22,000	24,500	49,306
53210	Wages - Poster Runners	-	718	2,850
53220	Benefits - Graphic Designer	1,925	2,155	6,044
53225	Benefits - Poster Runners (CPP, EI)	-	26	125
53600	Advertising & Promotion	-	130	-
53660	Memberships & Subscriptions	-	-	300
53800	Office Supplies	-	19	75
53870	Photocopying	-	-	-
	TOTAL EXPENSES	**23,925**	**27,548**	**58,700**
	Under (Over) Budget	**26,775**	**26,600**	**-**

Prepared November 2021

Finance Committee

STUDENT EXPERIENCE: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
27100	CSA Student Fees	47,650	48,340	48,340
27101	Entertainment Fee: Cross Campus Orientation	14,500	15,000	15,000
	TOTAL REVENUE	**62,150**	**63,340**	**63,340**
Expenditure				
27200	Salaries (Includes 3% Education/RSP)	18,369	18,378	37,860
27220	Employee Benefits	1,279	2,377	4,770
27450	Orientation Week Programming (+ Sexy Bingo)	5,164	11,044	15,000
27453	Summer Programming	150	-	200
27454	Fall Programming (includes Stressbusters)	2,135	183	2,500
27455	Winter Programming (Includes Stressbusters)	-	-	2,500
27600	Advertising & Promotion	-	131	300
27800	Supplies	-	63	75
27870	Photocopying	-	53	135
	TOTAL EXPENSES	**27,097**	**32,229**	**63,340**
	Under (Over) Budget	**35,053**	**31,111**	**-**

Prepared November 2021

Finance Committee

For Information Only: See Programmes Budget

BIKE CENTRE: Period Ending October 31, 2021

Account No.	Account Name	YTD Actual	YTD Actual	BUDGET 21-22
BIKE 62100	Student Fees	-	25,700	25,700
62120	Solicitations/Donations/Fundraising	-	120	3,400
62335	Solicitation Surplus from Previous Yr	-	-	-
62400	Sales - net	-	76	250
	TOTAL REVENUE	**-**	**25,896**	**29,350**
Expenditure				
BIKE 63210	Co-ordinators Wages	-	5,462	23,910
63220	Employee Benefits (CPP & EI)	-	455	1,840
63450	Workshops	-	160	300
63500	Volunteer Appreciation	-	-	450
63600	Advertising	-	-	600
63660	Scheduling Software/Licensing	-	220	-
63800	Supplies and tools	-	(244)	2,250
63870	Photocopying	-	5	-
	TOTAL EXPENSES	**-**	**6,058**	**29,350**
	Under (Over) Budget	**-**	**19,838**	**-**

Staff	Bike Centre Coordinator - full time	35 hrs/wk	$	23,212.00
	3% RSP/ESP		$	698.00
			$	**23,910.00**

Prepared November 2021

Finance Committee

For Information Only: See Programmes Budget

CLUBS: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
CLUB 62100	CSA Student Fees	11,450	15,900	15,900
	TOTAL REVENUE			
		11,450	**15,900**	**15,900**
Expenditure				
CLUB 63210	Co-ordinators Wages	1,940	2,039	8,154
63220	Employee Benefits (CPP, EI)	88	97	426
63450	Meeting Expenses (food & incentives)	-	-	300
63600	Advertising & Promo	-	98	220
63660	UC Services - Security/Maintenance Club Hallway	-	-	6,000
63700	Club Days Set Up	-	-	720
63800	Supplies	-	-	50
63870	Photocopying	-	2	30
	TOTAL EXPENSES	**2,028**	**2,236**	**15,900**
	Under (Over) Budget	**9,422**	**13,664**	**-**

Staff	Administrative Coordinator - Sept 7 to April 22, 2022	25 Flex + 10 hrs/wk	325 Hours	$	5,408.00
	Programming Coordinator - Sept 7 to April 22, 2022	15 Flex + 5 hrs/wk	165 Hours	$	2,746.00
				$	**8,154.00**

Prepared November 2021
Finance Committee

Restricted Fee, Information Only

SAFEWALK: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
Safe 62100	CSA Student Fees	-	-	-
62120	SSF - Undergraduates (NEW SW Fee collected W'20)	-	14,597	30,810
62130	SSF - Graduates	-	899	1,520
	TOTAL REVENUE	**-**	**15,496**	**32,330**
Expenditure				
Safe 63210	Co-ordinators Wages	-	2,532	11,898
63220	Employee Benefits (CPP, EI)	-	143	633
63350	**Surplus/Deficit Transfer Line**	**-**	**-**	**-**
63370	CSA Administrative Fee *(9% of fees)*	-	-	2,900
63390	Taxi Expenses	-	-	1,400
63500	Volunteer Appreciation & Training	-	28	1,150
63550	Electric Vehicle (purchase/maintenance)	-	-	12,000
63600	Advertising	-	234	1,400
63800	Supplies	-	26	225
63820	Telephone Charge for UoG x53200	90	220	600
63870	Photocopying	-	11	124
	TOTAL EXPENSES	**90**	**3,194**	**32,330**
	Under (Over) Budget	**(90)**	**12,302**	**-**

Staff	SafeWalk Coordinator - Sept 7 to April 22, 2022	7.5 Flex + 12.5 hrs/wk	362.5	$	6,032.00
	SafeWalk Volunteer & PR - Sept 7 to April 22, 2022	7.5 Flex + 12.5 hrs/wk	352.5	$	5,866.00
				$	**11,898.00**

Prepared November 2021

Finance Committee

For Information Only: See Programmes Budget

STUDENT HELP & ADVOCACY CENTRE: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
SHAC 62100	CSA Student Fees	18,150	19,380	19,380
	TOTAL REVENUE	**18,150**	**19,380**	**19,380**
Expenditure				
SHAC 63210	Co-ordinators Wages	3,049	3,270	13,080
63220	Employee Benefits (CPP & EI)	143	162	610
63380	Professional Fees (Legal Aid Clinic)	2,500	2,500	5,000
63450	Information/Awareness Events	-	-	410
63500	Volunteer Training & Appreciation	-	-	-
63600	Advertising & Promotion	-	-	200
63800	Supplies (incls Resource Material)	-	-	30
63870	Photocopying	-	-	50
	TOTAL EXPENSES	**5,692**	**5,932**	**19,380**
	Under (Over) Budget	**12,458**	**13,448**	**-**

Staff	SHAC Coordinator - Sept 7 to April 22, 2022	40 Flex +12 hrs/wk	400	$	6,656.00
	Assistant Coordinator - Sept 7 to April 22, 2022	13 Flex + 6 hrs/wk	193	$	3,212.00
	Assistant Coordinator - Sept 7 to April 22, 2022	13 Flex + 6 hrs/wk	193	$	3,212.00
				$	**13,080.00**

Prepared November 2021
Finance Committee

Restricted Fee, information only

FOODBANK: Period Ending October 31, 2021

Account No.	Account Name	Last YTD	YTD Actual	BUDGET 21-22
Revenue				
28100	Student Fees: Undergraduate	53,575	66,451	109,100
28120	Solicitations	3,250	6,383	10,000
28130	Student Fees: Graduate	11,875	5,780	19,070
28135	CSA Support	4,000	7,500	7,500
28140	Bullring Support for Cooking Classes	-	-	-
	TOTAL REVENUE	**72,700**	**86,114**	**145,670**
Expenditure				
28210	Co-ordinators Wages	18,716	21,176	49,378
28220	Employee Benefits	1,456	1,825	3,722
28390	Transportation Costs	-	-	100
28450	Cooking Classes	-	-	-
28451	Garden Supplies (In & Out)	-	-	160
28500	Volunteer Appreciation	-	-	-
28501	Staff or Volunteer Training	-	130	400
28510	Compassionate Fund	-	-	200
28540	Food Acquisition	49,888	46,028	85,250
28541	Special Diet	-	1,400	3,840
28600	Advertising	-	103	550
28700	University Services	410	-	300
28800	Supplies	265	1,577	1,700
28870	Photocopying	-	-	70
	TOTAL EXPENSES	**70,735**	**72,239**	**145,670**
	Under (Over) Budget	**1,965**	**13,875**	**-**

Staff	FoodBank Coordinator - full time	35 hrs/wk	$	35,500.00
	3% RSP/ESP Benefit for FT staff		$	1,065.00
	Assistant - Sept 7 - April 22, 2022	15 hrs/wk	$	7,654.00
	Assistant - Sept 7 - April 22, 2022	10 hrs/wk	$	5,159.00
			$	**49,378.00**

Prepared November 2021
Finance Committee

Central Student Association
Financial Position

As at October 31, 2021

Members Equity - Unrestricted Net Assets as at April 30, 2021 (estimate)			**$**	**1,126,046.17**
Current Fiscal Year Considerations as at October 31, 2021				
CSA Operating				
Student fee revenue 9.07% above budget projections for this period	$	34,122.00		
Administration - Entertainment General Coordination	$	(272.00)		
Bus Pass Administrative Fee, Winter 2022 ($1 per PT/FT UG)	$	22,000.00		
Programmer Early Retirement expenses over annual budget	$	(31,765.00)		
			$	24,085.00
Bullring				
Bullring Net Revenue - under (over) budget as at October 31, 2021			$	(45,250.00)
Estimated Members Equity as at October 31, 2021			**$**	**1,104,881.17**
Internal Commitments				
CSA Operating Contingency (15% of Annual Budget - adj for Covid)	$	(270,000.00)		
Estimated Expenses over Revenues to October 15, 2022	$	(630,000.00)		
Bullring Net Revenue	$	45,250.00		
Business Office Renovations	$	(10,000.00)		
Business Office Accounting Software	$	(30,000.00)		
			$	(894,750.00)
Available Funds less Internal Commitments			**$**	**210,131.17**
Internal Designation for Available Funds				
CSA General Operations	$	24,085.00		
New Initiatives and Projects	$	186,046.17		
			$	**210,131.17**
Entertainment Fees				
Entertainment Fees per CSA Budget 2021-2022	$	153,020.00		
Fees Above (Below) Anticipated Receipts	$	(272.00)		
Estimate of Expenses to Year End	$	(79,210.00)		
Projected year end surplus			**$**	**73,538.00**
Bullring Request for Entertainment Funding			**-$**	**12,000.00**
Balance Entertainment Reserve Fund to April 30, 2021			$	119,197.00
Funds available for Entertainment Programming			**$**	**180,735.00**

Prepared November 19, 2021

LAC

Central Student Association
Salary & Wage Recommendations

For the 2022-2023 Fiscal Year

Annual Increase to fees per Consumer Price Index for 2019-2020: 2.35%
Annual Increase to fees per Consumer Price Index for 2020-2021: 2.1%
Annual Increase to fees per Consumer Price Index for 2021-2022: 1.85%

	Additional Detail	2020-2021	*Increase*	2021-2022	*Increase*	2022-2023
Provincially Legislated Minimum Wage	Cash payment	$ 14.00		$ 14.00		$ 15.00
Bullring PT Minimum Wage (with 4% vacation)	PT - max 15 hrs/week	$ 15.60	*1.67%*	$ 15.86	*1.67%*	$ 16.12
CSA PT Service Staff Base Rate (includes 4% vacation)	PT - max 15 hrs/week	$ 16.00	*4.00%*	$ 16.64	*1.85%*	$ 16.96
FoodBank Coordinator	FT - 32.5 - 35 hrs/week	$ 35,300.00	*0.57%*	$ 35,500.00	*1.85%*	$ 36,157.00
Permanent/Renewable Staff	CPI applied every year	Varied		Varied		$ -
Executive Staff	Full time, min 37 hours	$ 36,000.00	*2.10%*	$ 36,756.00	*1.85%*	**$ 37,436.00**

Recommended forward by the Finance Committee on November 17, 2021
Submitted to the Board of Directors on November 24, 2021