AGENDA
Board of Directors Meeting # 17
April 2, 2025 – 6:00 pm

Agenda – April 2, 2025

17.0	**Call to Order**	
17.1	**Land Acknowledgement** Manveer Dhaliwal	
17.2	**Adoption of the Agenda** 17.2.1 Approve the Agenda 17.2.2 Declarations of Conflicts	1
17.3	**Ratifications and De-Ratifications**	
17.4	**Comments from the Chair** 17.4.1 Introductions and Pronouns	
17.5	**Approval of Past Minutes** 17.5.1 Meeting # 15 – February 26, 2025 17.5.2 Meeting # 15a – March 17, 2025	2
17.6	**Executive Committee Minutes**	
17.7	**Executive Updates** 17.7.1 President – April 2, 2025 17.7.2 VP Student Experience – April 2, 2025 17.7.3 VP Academic – April 2, 2025 17.7.4 VP External – April 2, 2025	
17.8	**Director Reports**	
17.9	**CSA Service Update and Report**	
17.10	**Committee Updates and Reports** 17.10.1 PBRC Minutes # 2 – November 6, 2024	3
17.11	**Business** 17.11.1 CSA Audited Statements 2023-2024 17.11.2 Approve 2025-2026 CSA Budget 17.11.3 Appoint University Centre Board Undergraduate Student Representatives 17.11.4 Notice: Amendment to Appendix C (HR Policy) re. PBRC 17.11.5 Notice: Amendment to Appendix D (Committees) re. PBRC 17.11.6 Notice: Amendment to Bylaw 1 (Organizational) re. PBRC 17.11.7 Notice: Amendment to Bylaw 2 (Electoral) re. PBRC 17.11.8 Notice: Amendment to Appendix G (Electoral) re. PBRC	 11 44 65 66 73 75 77 79
17.12	**New Business**	
17.13	**Announcements**	
17.14	**In Camera Session** 17.14.1 Approve In-Camera Minutes – March 26, 2025	81
17.15	**Adjournment**	82

Item 17.2.1 (a)
Approve the Agenda

MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 2, 2025, be approved as printed and distributed.

Moved:
Seconded:

Item 17.2.1 (b)
Amend the Agenda

MOTION TO AMEND: to reorder the agenda so that item 17.11.1: CSA Audited Statements 2023-2024 is moved to just after item 17.4.1 Introductions.

Moved:
Seconded:

Item 17.2.1 (c)
Approve the Amended Agenda

AMENDED MOTION: that the agenda for the CSA Board of Directors Meeting # 17 on April 2, 2025, be approved as amended with:

- The reordering of the agenda so that item 17.11.1: CSA Audited Statements 2023-2024 is moved to just after item 17.4.1 Introductions.

Item 17.5
Approval of Past Board Minutes

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

17.5.1	CSA Board Meeting # 15	February 26, 2025
17.5.2	CSA Board Meeting # 15a	March 17, 2025

Moved:
Seconded:

Item 17.10.1
Policy & Bylaw Review Committee (PBRC) Minutes

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

Agenda Item #	Meeting #	Meeting Date
17.10.1	Meeting # 2	November 6, 2024

Moved:
Seconded:

MINUTES
Policy & Bylaw Review Committee (PBRC)
Meeting # 2 – November 6, 2024 – 6pm – 7:30pm
Microsoft Teams

Attendance

Members

Colleen Bovay	Policy & Transition Coordinator	Present
Nate Broughton	President	Present
Naomi Amayaevbo	VP Student Experience	Present
Jake Levy	Director	Present
Manpreet Rattan	Director	Present
Gursimran Chadha	Director	Present
Noel Johnston	Director	Present
William Coleman	VP Academic	Present
Charandeep Dhillon	CSA Member	Present

Scribe

Colleen Bovay	Policy & Transition Coordinator

Guests

Natalie Wilkinson	VP External
Jonah Greenhut	Director

2.0 Call to Order

'Quorum shall be three ratified members, one of which must be a Director of the CSA.'

Called to order at 6:02 pm

2.0.1 Attendance

	2.0.2 Chair Member Nate Broughton, President, was selected as the Chair for this meeting. 2.0.3 Introductions
2.1	**Adoption of the Agenda** 2.1.1 Approve the Agenda Agenda approved with no additions. 2.1.2 Declarations of Conflicts No conflicts were declared.
2.2	**Ratifications and De-Ratifications** 2.2 William Coleman and Charandeep Dhillon were ratified as members.
2.3	**Comments from the Chair** The President welcomed everyone to the meeting and hoped to get through all agenda items.
2.4	**Approval of Past Minutes** 2.4.1 Meeting # 1 – June 27, 2024 Minutes were approved with no additions.
2.5	**Working Group Updates and Reports** 2.5.1 Clubs Handbook Working Group The PTC reminded members that this working group is conducting a full review of the Clubs Handbook. This project was started in the summer in collaboration with the Clubs Coordinator and the previous VP Student Experience, and it's been on pause as the new executives are transitioned in. The PTC and President will return to the project in the coming weeks.
2.6	**Business** 2.6.1 Appendix D (Committees) re. SEIF Budget Line The President explained that this proposed amendment is to increase the SEIF cap of $500 per club per year to $1000 and introduce a cap for individual events at $750. This prevents the full $1000 per club being spent on a single event. The reason for this proposal is the SEIF budget line will have additional funds this year and this helps make sure that clubs have access to those funds.

We would like to review this change at the end of the year to see if SEIF utilization has increased and assess if any additional amendments should be made, such as further increasing the cap, lowering the cap, or adjusting the single application cap. The President explained that he would also like to consider a policy change to allow unused SEIF funds to carry over to the next fiscal year. This is pertinent given the additional surplus of funds this year.

The VP Academic inquired how the new single application cap will be communicated to those applying for SEIF. The President responded that it can be added to the application form so that groups applying are aware of both funding caps.

The VP Academic asked if it was possible to run this as a pilot project instead of a policy change given that the plan is to revisit it later in the year. The President explained that this level of funding would be sustainable for at least a couple of years, so it won't need to be immediately rolled back to the current caps and can be revisited in the future.

The committee reached consensus to recommend this amendment forward to the Board of Directors.

2.6.2 Bylaw 2 (Electoral) re. Director Appointment Process

Jonah Greenhut explained that elections are a big expense for the CSA and there have been recent examples where running an election has not been the best use of funds. The By-Election this fall only had two candidates and did not have any executive candidates. Part of this proposal relates to situations when there are no executive candidates and two or less colleges with candidates in uncontested races. In this situation, it could be a better use of funds to cancel the by-election and focus on how to make elections more successful in the future, rather than running an election that could fail. The second part of the proposal is in relation to appointing interim directors, as there's currently no mechanism for this. In the winter election last year, several colleges either had no candidates or did not reach quorum. This policy amendment would allow for interim appointments to occur following the winter elections and serve until the fall by-election. The proposal also includes a change to require appointment process candidates to attend a board meeting to speak in addition to the 150-word written statement.

Member Levy agreed with the proposal in general but noted that he thinks some clarification is needed in the wording, particularly regarding the definition of uncontested elections.

The VP Academic agreed with having candidates attend a board meeting to make their statement of interest but was cautious of using additional appointment processes as an alternative to fixing engagement with elections.

The President noted that he was concerned with the suggestion to cancel by-elections if there aren't many candidates, as that could be confusing to the student body after having promotions for an election and then instead running an appointment process. He considered that it may harm our image and come across as undemocratic.

Jonah Greenhut noted that this idea wouldn't be instead of working on a more innovative elections strategy, but rather an alternative option in scenarios when positions are remaining vacant. Often times, the appointed college government seats remain vacant until the fall as the governments aren't as active in the summer, so some colleges may have no representation until 5-6 months into the year. He agreed that the concern about organizational image is valid, but it is part of a larger discussion.

The VP Student Experience noted concerns with having a winter appointment process following the general elections as it may increase elections apathy as individuals would prefer to do the appointment process.

The President noted that on the point of elections being a large expense, it could be worth considering internal changes to reduce costs such as reducing the number of paid polling clerks.

The PTC noted concerns with some of the language used and suggested that more edits are needed to ensure that everything is written very clearly. As this is a bylaw, it's not intended to be easily changed, and we need to ensure the process listed is feasible.

The VP Student Experience suggested that to reduce the risk of elections apathy, members who wish to run in the winter appointment process should only be allowed if they ran in the winter elections and did not reach quorum.

Member Johnston agreed with the VPSE for situations when the college had candidates and did not reach quorum, but suggested that the process should still be open for colleges that did not have any elections candidates, as otherwise those seats will stay vacant.

Jonah Greenhut disagreed with the suggestion as if the candidates didn't inspire enough students to vote in the elections, it doesn't mean they deserve the position more than someone who didn't run. He would be open to requiring the appointment process candidates to garner more nomination signatures as a way to decrease the ease of the process compared to elections.

The President recommended that a working group be formed to further discuss the proposed amendments and return to the committee with changes. The VP Academic volunteered to join alongside the President.

Jonah Greenhut inquired if he could join the working group as a non-committee member. The PTC explained that typically only members participate in working groups, but when the item returns to the committee for consideration, he would be eligible to be ratified as a member and participate in the process at that point.

The committee reached consensus to form a working group consisting of the President and VP Academic.

2.6.3 Bylaw 1 (Organizational) re. CSA Membership

The President explained that this item is result of realizing that the definition of CSA membership listed in Bylaw 1 is not conducive to the requirements for CSA directors. Specifically, the current rules would make many directors ineligible to serve on the board over the summer, unless they are enrolled in courses or a co-op term, as you must be paying the CSA fee or co-op fee to be a CSA member and eligible to serve on the board. This proposal is for directors to maintain their eligibility over the summer semester, permitting they were a CSA member in the prior winter semester, and will be a CSA member in the upcoming fall semester.

The committee reached consensus to recommend this amendment forward to the Board of Directors.

2.6.4 Appendix G (Electoral) re. Candidate Giveaways

The President explained that this rule to prevent candidate giveaways was added to the by-election candidate's package via a board motion this semester, and this proposal is to formally add the rule to the electoral policy. There have been discussions regarding the effective use of campaign funds, and this idea came as result of those conversations.

The VP External agreed with the proposed change, noting that elections campaign funds come from student fees, and it isn't the best use of funds. Students should vote for candidates that match what they believe in, not for a chance to win a prize.

Member Levy asked for clarification if this amendment would prohibit all giveaways or only giveaways that require you to vote for a specific candidate.

The President explained that it would prohibit all giveaways where you're requiring to vote, follow, or support the campaign of a candidate. Candidates will still be permitted to offer small items such as giving out candy while tabling.

The VP Academic agreed that from an operational and image perspective this is a positive change. Candidates should be encouraged to use their funds in more innovative ways. He inquired what penalty was associated with this infraction in the candidate's package for the by-election. The PTC confirmed that the penalty selected was 75 demerit points on first occasion and 100 on second occasion, which is disqualification.

The PTC noted that while rereading the proposed amendment it is slightly unclear on whether giveaways are allowed if they don't have any requirements for voting for the candidate. She proposed an amendment to it to strictly say that candidates cannot organize, offer, or promote a structured giveaway, contest, or raffle.

The committee reached consensus regarding this change and reached consensus to recommend this amendment forward to the Board of Directors.

2.6.5 Appendix D (Committees) re. Dissolved Committees

The PTC explained that this appendix is out-of-date for some of the terms of references included. Some committees have been dissolved or are inactive, and some have been replaced with other committees. The PTC would like to make the required changes and then submit the changes to PBRC.

The committee reached consensus for this project to go forward.

2.6.6 Appendix I (Issues Policy) re. Review

The PTC explained that this appendix is intended to be reviewed annually be the Executive Committee, but she is proposing to have a working group review the policy in full, particularly for any language changes that should be made based on accepted terms for various groups noted in the policy. The working group would consult with other groups to ensure any changes are reflective of feedback received.

The committee reached consensus to form a working group consisting of the PTC and the President.

2.7 New Business

2.7.1 No new business was discussed.

2.8	***In Camera* Session** No in camera session was held at this meeting.
2.9	**Adjournment** 2.9.1 Adjourn Meeting adjourned at 7:08 pm

Item 17.11.1
CSA Audited Statements 2023-2024

(a) Speaking Rights: Business Manager

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

BE IT RESOLVED to extend speaking rights to Lee Anne Clarke, Business Manager, to present the CSA Audited Financial Statements;

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

Moved:
Seconded:

(b) Approval of CSA Audited Statements 2023-2024

MOTION: That the presentation by Lee Anne Clarke, Business Manager, regarding the CSA Audited Financial Statements for the Year Ended April 30, 2024, be received as information by the Board of Directors;

FURTHER that the CSA Audited Financial Statements for the Year Ended April 30, 2024 be approved by the Board of Directors;

AND FURTHER that the CSA Audited Financial Statements for the Year Ended April 30, 2024 be presented to the CSA membership as information at the 2025-2026 Annual General Meeting.

Moved:
Seconded:

The University of Guelph Central Student Association
Financial Statements
For the Year Ended April 30, 2024

Draft - Subject to Change

The University of Guelph Central Student Association
Financial Statements
For the Year Ended April 30, 2024

Draft - Subject to Change

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Independent Auditor's Report

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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, 2024, 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, 2024, 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, 2024 and 2023, current assets as at April 30, 2024 and 2023, and net assets as at May 1 and April 30 for both the 2024 and 2023 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 $20,819 (2023 - loss of $6,631) and the Investment in Cannon.ca Partnership which is stated on the statement of financial position at $26,705 (2023 - $47,524). 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 loss and net deficit for the years ended April 30, 2024 and 2023, Investment in Cannon.ca Partnership as at April 30, 2024 and 2023 and net assets externally restricted as at May 1 and April 30 for both the 2024 and 2023 years.

Our audit opinion on the financial statements for the year ended April 30, 2023 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.

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- 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
TBD

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The University of Guelph Central Student Association
Statement of Financial Position

April 30	2024	2023
Assets		
Current		
Cash (Note 2)	**$ 1,865,976**	$ 3,378,736
Short-term investments (Note 3)	**4,492,543**	2,466,451
Accounts receivable - other	**5,075**	7,820
Accounts receivable - Bullring	**12,683**	15,880
	6,376,277	5,868,887
Investment in University Centre Services (Note 4)	**60,000**	60,000
Investment in Cannon.ca Partnership (Note 5)	**26,705**	47,524
Capital assets (Note 6)	**355,084**	396,093
	$ 6,818,066	$ 6,372,504
Liabilities		
Current		
Accounts payable (Note 7)	**$ 2,653,899**	$ 2,379,685
Government remittances payable	**54,031**	37,092
Deferred revenue	**-**	837
	2,707,930	2,417,614
Net Assets		
Net assets externally restricted (Page 5)		
- Dental plan reserve (Note 8)	**822,653**	812,868
- Health plan reserve (Note 9)	**393,741**	483,958
- Affordable housing reserve (Note 10)	**231,737**	223,041
- Late night service reserve (Note 11)	**201,836**	175,035
- Food bank reserve (Note 12)	**147,109**	116,797
- Menstrual hygiene reserve (Note 13)	**79,214**	109,731
- Cannon.ca reserve	**26,705**	47,524
	1,902,995	1,968,954
Net assets internally restricted (Page 6)		
- SafeWalk reserve (Note 14)	**14,308**	33,357
- Bullring capital reserve (Note 15)	**139,694**	133,135
- Live entertainment reserve (Note 16)	**213,407**	210,093
	367,409	376,585
Net assets invested in capital assets (Page 6)	**355,084**	396,093
Unrestricted net assets (Page 6)	**1,484,648**	1,213,258
	4,110,136	3,954,890
	$ 6,818,066	$ 6,372,504

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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
Net assets, beginning of the year	$ 812,868	$ 483,958	$ 223,041	$ 175,035	$ 116,797	$ 109,731	$ 47,524	$ 1,968,954
Student fees collected	2,536,473	5,062,616	-	473,676	190,749	-	-	8,263,514
Interest earned	89,676	112,156	8,696	7,693	4,294	-	-	222,515
Partnership loss	-	-	-	-	-	-	(20,819)	(20,819)
Premiums for the year	(2,596,564)	(5,233,639)	-	-	-	-	-	(7,830,203)
Administration fees	(19,800)	(31,350)	-	-	-	-	-	(51,150)
Service fees	-	-	-	(453,918)	-	-	-	(453,918)
Other revenues (expenditures)	-	-	-	(650)	(164,731)	(30,517)	-	(195,898)
Operating surplus (deficit)	9,785	(90,217)	8,696	26,801	30,312	(30,517)	(20,819)	(65,959)
Purchase of capital assets	-	-	-	-	-	-	-	-
Internal transfers (Note 17)	-	-	-	-	-	-	-	-
Excess (deficiency) of revenues over expenditures	9,785	(90,217)	8,696	26,801	30,312	(30,517)	(20,819)	(65,959)
Net assets, end of the year	$ 822,653	$ 393,741	$ 231,737	$ 201,836	$ 147,109	$ 79,214	$ 26,705	$ 1,902,995

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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	2024 Total	2023 Total
Net assets, beginning of the year	**$ 1,968,954**	**$ 133,135**	**$ 210,093**	**$ 33,357**	**$ 376,585**	**$ 396,093**	**$ 1,213,258**	**$ 3,954,890**	$ 3,718,623
							-	-	
Student fees collected	**8,263,514**	**-**	**-**	**-**	**-**	**-**	**-**	**8,263,514**	7,437,747
Interest earned	**222,515**	**6,559**	**-**	**-**	**6,559**	**-**	**-**	**229,074**	110,854
Partnership loss	**(20,819)**	**-**	**-**	**-**	**-**	**-**	**-**	**(20,819)**	(6,631)
Premiums for the year	**(7,830,203)**	**-**	**-**	**-**	**-**	**-**	**-**	**(7,830,203)**	(6,912,469)
Administration fees	**(51,150)**	**-**	**-**	**-**	**-**	**-**	**-**	**(51,150)**	(51,150)
Service fees	**(453,918)**	**-**	**-**	**-**	**-**	**-**	**-**	**(453,918)**	(423,136)
Other revenues (expenditures)	**(195,898)**	**-**	**3,090**	**-**	**3,090**	**-**	**-**	**(192,808)**	(172,908)
Excess (deficiency) of revenues over expenditures (unrestricted)	**-**	**-**	**-**	**-**	**-**	**(82,181)**	**293,737**	**211,556**	253,960
Operating surplus (deficit)	**(65,959)**	**6,559**	**3,090**	**-**	**9,649**	**(82,181)**	**293,737**	**155,246**	236,267
Purchase of capital assets	**-**	**-**	**-**	**-**	**-**	**41,172**	**(41,172)**	**-**	-
Internal transfers (Note 17)	**-**	**-**	**224**	**(19,049)**	**(18,825)**	**-**	**18,825**	**-**	-
Excess (deficiency) of revenues over expenditures	**(65,959)**	**6,559**	**3,314**	**(19,049)**	**(9,176)**	**(41,009)**	**271,390**	**155,246**	236,267
Net assets, end of the year	**$ 1,902,995**	**$ 139,694**	**$ 213,407**	**$ 14,308**	**$ 367,409**	**$ 355,084**	**$ 1,484,648**	**$ 4,110,136**	**$ 3,954,890**

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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	2024	2023
Revenue		
Academic (pg. 19)	$ **51,537**	$ 50,589
Administration (President) (pg. 20)	$ **748,249**	$ 747,010
Bullring (pg. 21)	**860,714**	968,344
Council (pg. 22)	**107,710**	71,365
External (pg. 23)	**48,640**	47,450
Films (pg. 24)	**-**	11,360
Live entertainment (pg. 25)	**87,283**	22,000
Programmer - General Entertainment (pg. 26)	**87,420**	40,655
Programmes (pg. 27)	**152,698**	137,009
Promotional services (pg. 28)	**67,932**	62,721
Student Experience (pg. 29)	**74,700**	42,500
	2,286,883	2,201,003
Expenditures		
Academic (pg. 19)	**49,052**	49,818
Administration (President) (pg. 20)	**539,847**	439,492
Bullring (pg. 21)	**580,957**	586,373
Bullring - cost of sales (pg. 21)	**321,847**	363,642
Council (pg. 22)	**136,466**	171,940
External (pg. 23)	**47,572**	44,244
Films (pg. 24)	**-**	2,244
Live entertainment (pg. 25)	**87,059**	49,553
Programmer - General Entertainment (pg. 26)	**74,943**	65,914
Programmes (pg. 27)	**120,676**	97,212
Promotional services (pg. 28)	**67,166**	60,170
Student Experience (pg. 29)	**49,742**	16,441
	2,075,327	1,947,043
Excess of revenues over expenditures	$ **211,556**	$ 253,960

Draft - Subject to Change

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	2024	2023
Cash flows from operating activities		
Excess of revenues over expenditures	**$ 155,246**	$ 236,267
Items not affecting cash:		
Amortization	**82,181**	88,914
Net loss - Cannon.ca partnership	**20,819**	6,631
	258,246	331,812
Changes in non-cash working capital:		
Accounts receivable	**5,942**	6,069
Prepaid expenses	**-**	13,012
Accounts payable	**274,214**	297,903
Government remittances payable	**16,939**	4,231
Deferred revenue	**(837)**	250
	554,504	653,277
Cash flows from investing activities		
Purchase of capital assets	**(41,172)**	(188,692)
Purchase of investments	**(5,069,754)**	(2,865,000)
Proceeds on disposal of investments	**3,237,257**	1,907,744
Investment income reinvested	**(193,596)**	(48,168)
	(2,067,265)	(1,194,116)
Net decrease in cash	**(1,512,761)**	(540,839)
Cash, beginning of the year (Note 2)	**3,378,736**	3,919,575
Cash, end of the year (Note 2)	**$ 1,865,975**	$ 3,378,736

Draft - Subject to Change

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

April 30, 2024

1 . Significant Accounting Policies

Nature of Business

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.

The Association is a non-profit organization and, as such, is exempt from income tax.

Basis of Accounting

The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.

Financial Instruments

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.

Capital Assets

Capital assets are recorded at cost. Amortization based on the estimated useful life of the asset is calculated as follows:

	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

The investment in University Centre Services is recorded at cost.

Investment in Cannon.ca Partnership

The partnership is accounted for by the equity method in the Association's financial statements.

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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 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.

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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.

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2. Cash

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

	2024	2023
Unrestricted		
Cash	**$ 771,793**	$ 270,602
Externally Restricted		
Health plan reserve fund	**182,413**	1,709,737
Dental plan reserve fund	**368,866**	842,725
Affordable housing reserve fund	**31,737**	23,041
Late night service reserve fund	**71,836**	45,035
Menstrual hygiene reserve fund	**97,109**	109,731
Food bank reserve fund	**79,215**	66,797
Due to clubs	**25,596**	64,483
	856,772	2,861,549
Internally Restricted		
SafeWalk reserve fund	**14,308**	33,357
Bullring capital reserve fund	**9,695**	3,135
Live entertainment reserve fund	**213,408**	210,093
	237,411	246,585
Total cash	**$ 1,865,976**	$ 3,378,736

Cash balances earn interest at the rate of 0% to 3.00% (2023 - 0% to 2.90%).

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3. Short-Term Investments

	2024	2023
Unrestricted		
GIC	**$ 706,637**	$ 906,451
Externally Restricted		
Health plan reserve fund - GIC	**1,949,065**	300,000
Dental plan reserve fund - GIC	**1,326,841**	750,000
Affordable housing reserve fund - GIC	**200,000**	200,000
Late night service reserve fund - GIC	**130,000**	130,000
Food bank reserve fund - GIC	**50,000**	50,000
	3,655,906	1,430,000
Internally Restricted		
Bullring capital reserve fund	**130,000**	130,000
Total short-term investments	**$ 4,492,543**	$ 2,466,451

Short-term investments consist of GICs that earn interest at a rate of 4.95% to 5.77% and mature from May 2024 to April 2025.

4. 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, $11,250 (2023 - $11,250) was received as a return on this investment. To date, $50,000 has been received as a return on this investment.

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5. 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, 2024 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, 2024 and 2023 and for the years then ended are as follows:

Financial Position

	2024	2023
Assets	$ 53,309	$ 92,959
Liabilities	1,988	-
Equity	51,321	92,959
Association's share	$ 26,705	$ 47,524

Results of Operations

	2024	2023
Total revenues	$ -	$ -
Total expenditures	(41,638)	(13,262)
Net loss	(41,638)	(13,262)
Association's share	$ (20,819)	$ (6,631)

Cash Flows

	2024	2023
Cash from operations	$ (39,651)	$ (12,262)
Cash used in financing activities	-	-
Cash used in investing activities	-	-
Decrease in cash	$ (39,651)	$ (12,262)

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6. Capital Assets

	2024		2023	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Furniture and equipment	$ 161,141	$ 100,468	$ 239,565	$ 173,995
Computer equipment	42,112	21,705	47,319	26,930
Leasehold improvements	579,534	305,530	558,019	247,885
	782,787	427,703	844,903	448,810
		$ 355,084		$ 396,093

During the year, amortization of $82,181 (2023- $88,914) was recorded on capital assets.

7. Accounts Payable

	2024	2023
Health plan	$ 1,737,737	$ 1,525,779
Dental plan	873,054	779,857
Due to clubs	25,596	64,483
Unrestricted	17,512	9,566
	$ 2,653,899	$ 2,379,685

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8. 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.

	2024	2023
Savings	**$ 368,866**	$ 842,725
Short-term investments	**1,326,841**	750,000
Accounts payable	**(873,054)**	(779,857)
	$ 822,653	$ 812,868

9. 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.

	2024	2023
Savings	**$ 182,413**	$ 1,709,737
Short-term investments	**1,949,065**	300,000
Accounts payable	**(1,737,737)**	(1,525,779)
	$ 393,741	$ 483,958

10. 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.

11. 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.

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12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. 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 $224 (2023 - $19,355 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 surplus of $7,946 (2023 - $14,105) was transferred.

During the year, the Board of Directors approved a transfer of $26,995 (2023 - $NIL) from the SafeWalk reserve to operations for the cost of an electric vehicle purchased in a previous year.

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18. 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.

19. Obligation Under Operating Lease

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

2025	$ 4,882
	$ 4,882

20. 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.

21. Budget Information

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

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Academic

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Student fees	$ 48,000	**$ 48,000**	$ 46,000
Student health plan reserve support	3,000	**3,537**	4,089
Bullring promotional support	500	**-**	500
	51,500	**51,537**	50,589
Expenditures			
Salaries	40,110	**37,801**	39,235
Employee benefits	6,285	**5,728**	5,037
Student memorial fund	3,000	**3,537**	4,089
Student artwork	1,100	**1,062**	1,050
Teaching excellence award	400	**569**	404
Campaigns	350	**108**	-
Advertising and promotion	100	**100**	-
Photocopying	55	**84**	3
Supplies	100	**63**	-
	51,500	**49,052**	49,818
Net revenues	$ -	**$ 2,485**	$ 771

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The University of Guelph Central Student Association
Schedule of Administration (President)

For the year ended April 30	2024 Budget (unaudited)	2024 Actual	2023 Actual
Revenues			
Student fees	$ 446,280	$ 483,832	$ 525,505
Interest earned	45,000	86,790	47,978
Other income	60,420	60,366	63,200
Universal bus pass revenue - net	44,000	44,362	43,660
Health plan administration fees	28,500	28,500	28,500
Entertainment student fees	18,500	18,472	12,363
Dental plan administration fees	18,000	18,000	18,000
Photocopier revenue	4,900	7,927	7,804
	665,600	748,249	747,010
Expenditures			
Salaries	390,000	344,829	297,872
Professional fees	45,000	66,965	23,476
Employee benefits	44,000	36,584	31,522
Advertising and promotion	15,000	16,330	10,453
Insurance	15,000	15,520	14,562
Photocopier expense	14,000	15,508	14,708
Software licensing	16,000	12,881	14,239
Telephone	11,800	9,140	11,130
Office supplies	8,700	8,357	8,891
Staff appreciation	4,000	5,574	5,365
Temporary wages	2,000	2,264	2,838
Bank charges	1,700	2,180	1,666
Maintenance and repairs	82,700	1,434	270
Student risk management	600	536	579
Staff training and transition	1,800	520	448
University services	3,000	510	730
Employer health tax premium		409	
Travel	300	306	65
Purchase of equipment	10,000	-	-
GSEC - Bullfrog power	-	-	678
	665,600	539,847	439,492
Net revenues	$ -	$ 208,402	$ 307,518

During the year, $19,658 (2023 - $11,695) of equipment and $15,826 (2023 - $169,000) of leasehold improvements were purchased, which has not been reflected above.

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The University of Guelph Central Student Association
Schedule of Bullring

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Sales	$ 976,650	**$ 829,632**	$ 950,235
Entertainment student fees	15,000	**17,000**	10,368
	991,650	**846,632**	960,603
Cost of sales	390,650	**321,847**	363,642
Gross margin	601,000	**524,785**	596,961
Other revenue	10,000	**14,082**	7,741
	611,000	**538,867**	604,702
Expenditures			
Wages	209,500	**198,758**	236,837
Management salary	162,800	**162,822**	123,009
Express card commissions/rental	51,800	**45,734**	52,264
Bookkeeping	45,870	**41,768**	45,200
Supplies	33,000	**29,320**	35,737
University space costs	17,500	**19,808**	17,145
Entertainment costs	15,000	**18,358**	10,368
Management benefits	17,700	**17,805**	14,320
Staff benefits	15,800	**15,058**	17,961
Janitorial services	7,000	**8,260**	7,074
Insurance	7,400	**7,644**	7,270
Maintenance of equipment	3,000	**5,292**	2,732
Janitorial supplies	2,800	**3,095**	3,178
Staff appreciation	2,400	**2,399**	2,456
Lease of equipment	4,500	**1,548**	1,547
Advertising and promotion	4,000	**1,502**	6,594
Memberships and licenses	1,500	**1,068**	1,069
Staff training	1,000	**360**	684
Employer health tax premium	-	**217**	-
Maintenance of front house	1,200	**89**	374
Photocopying	30	**52**	35
Travel/mileage	200	**-**	30
University services	1,000	**-**	489
Purchase of equipment	6,000	**-**	-
	611,000	**580,957**	586,373
Net revenues (expenditures)	$ -	**$ (42,090)**	$ 18,329

During the year, $NIL (2023 - $7,078) of equipment was purchased, which has not been reflected above.

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Council

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Student fees	$ 99,950	**$ 99,950**	$ 64,100
Entertainment student fees	7,760	**7,760**	7,265
	107,710	**107,710**	71,365
Expenditures			
Amortization	-	**82,181**	88,914
Elections	21,000	**28,324**	22,825
Residence room stuffer	30,000	**23,888**	28,114
Grants - College Royal	7,760	**9,760**	7,265
Board appreciation/training	10,000	**8,400**	7,760
Grants - CSA food bank support	8,000	**8,000**	7,500
Annual general meeting	10,000	**7,554**	1,410
Honouraria	5,500	**6,292**	4,324
Executive visioning	1,000	**2,484**	1,156
Travel and conferences - CFS/CFS-O	1,700	**517**	1,541
Executive discretionary fund	1,000	**-**	-
Travel and conferences - CSA staff	1,000	**-**	-
Travel and conferences - student leadership	500	**-**	-
Photocopying	50	**-**	-
Supplies	200	**-**	-
Grants - fall and winter	10,000	**(40,934)**	1,131
	107,710	**136,466**	171,940
Net expenditures	$ -	**$ (28,756)**	$ (100,575)

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The University of Guelph Central Student Association
Schedule of External

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Student fees	$ 48,640	**$ 48,640**	$ 47,450
Expenditures			
Salaries	40,110	**40,466**	38,944
Employee benefits	6,285	**5,793**	4,713
Campaigns	1,800	**1,023**	512
Photocopying	95	**228**	53
Supplies	100	**62**	22
Advertising and promotion	200	**-**	-
Memberships and subscriptions	50	**-**	-
	48,640	**47,572**	44,244
Net revenues	$ -	**$ 1,068**	$ 3,206

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The University of Guelph Central Student Association
Schedule of Films

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Entertainment student fees	$ -	**$ -**	$ 11,360
Expenditures			
Film rentals	-	**-**	2,244
	-	**-**	2,244
Net revenues	$ -	**$ -**	$ 9,116

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Live Entertainment

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Entertainment student fees	$ 82,870	**$ 82,870**	$ 22,000
Door receipts and ticket sales	33,000	**4,413**	-
	115,870	**87,283**	22,000
Expenditures			
Performer fees	82,200	**57,600**	28,703
Setup and sound	17,000	**21,073**	17,813
Free concert programming	5,000	**2,688**	-
Performer riders	3,000	**2,089**	-
Facility costs	5,000	**1,695**	1,080
Advertising and promotion	1,000	**1,063**	35
Supplies	670	**826**	916
Photocopying	-	**25**	6
Speaker series	2,000	**-**	1,000
	115,870	**87,059**	49,553
Net revenues (expenditures)	$ -	**$ 224**	$ (27,553)

During the year, $NIL (2023 - $918) of equipment was purchased, which has not been reflected above.

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Programmer - General Entertainment

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Imaginus - net	$ 20,000	**$ 32,720**	$ 35,155
Student fees	54,700	**54,700**	5,500
	74,700	**87,420**	40,655
Expenditures			
Salaries	66,950	**67,346**	59,322
Employee benefits	7,450	**7,571**	6,583
Supplies	300	**26**	9
	74,700	**74,943**	65,914
Net revenues (expenditures)	$ -	**$ 12,477**	$ (25,259)

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Programmes

For the year ended April 30	2024 Budget (unaudited)	2024 Actual	2023 Actual
Revenues			
Student fees	$ 146,350	**$ 112,250**	$ 99,350
Solicitations	6,000	**38,987**	37,240
SW Fees - Graduate	-	**1,968**	1,874
Other income (loss) from sales	250	**(507)**	(1,455)
	152,600	**152,698**	137,009
Expenditures			
Co-ordinators' wages	92,435	**81,007**	67,179
Advertising and promotion	5,650	**9,816**	3,520
Employee benefits	8,156	**6,510**	5,678
UCS security contract	15,000	**6,003**	5,659
Professional fees	6,000	**5,000**	5,000
CSA administrative fee	3,130	**3,287**	2,983
Club days	2,440	**2,205**	2,181
Electric vehicle	12,500	**1,395**	-
Volunteer appreciation	2,150	**1,297**	1,186
Information and awareness	500	**1,136**	338
Supplies	1,060	**866**	1,773
Telephone	850	**800**	707
Taxi	1,400	**778**	369
Software and licensing	300	**266**	234
General meetings	400	**219**	219
Photocopying	129	**91**	63
Workshops	500		123
	152,600	**120,676**	97,212
Net revenues	$ -	**$ 32,022**	$ 39,797

During the year, $5,689 (2023 - $NIL) of leasehold improvements were purchased, which has not been reflected above.

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Promotional Services

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Student fees	$ 48,100	**$ 48,100**	$ 47,600
Banner service - net	5,000	**10,286**	7,185
Space rentals	4,000	**5,496**	3,120
Postering - net	6,500	**3,460**	3,462
Graphic design	1,000	**373**	413
Miscellaneous - net	800	**217**	941
	65,400	**67,932**	62,721
Expenditures			
Salaries	55,040	**57,351**	50,728
Employee benefits	6,390	**6,810**	5,112
Supplies	3,000	**2,392**	3,697
Memberships and subscriptions	370	**371**	365
Advertising and promotion	600	**242**	268
	65,400	**67,166**	60,170
Net revenues	$ -	**$ 766**	$ 2,551

Draft - Subject to Change

The University of Guelph Central Student Association
Schedule of Student Experience

For the year ended April 30	2024 Budget (unaudited)	**2024 Actual**	2023 Actual
Revenues			
Student fees	$ 57,080	**$ 57,080**	$ 30,500
Entertainment student fees	17,620	**17,620**	12,000
	74,700	**74,700**	42,500
Expenditures			
Salaries	40,110	**19,193**	
Orientation programming	17,620	**17,620**	12,309
Winter programming	5,500	**5,685**	2,334
Fall programming	3,500	**2,727**	1,660
Employee benefits	6,285	**2,720**	
Summer programming	800	**1,281**	-
Photocopying	160	**217**	138
Advertising and promotion	600	**192**	-
Supplies	125	**107**	-
	74,700	**49,742**	16,441
Net revenues	$ -	**$ 24,958**	$ 26,059

Draft - Subject to Change

Food Bank Reserve
Schedule of Operations
(Unaudited)

For the year ended April 30	2024 Budget	**2024 Actual**	2023 Actual
Revenue			
Student fees	$ 174,900	**$ 182,043**	$ 156,538
Solicitations	5,000	**8,706**	57,538
Interest	-	**4,294**	1,898
	179,900	**195,043**	215,974
Expenditures			
Food acquisition	114,500	**99,711**	102,600
Co-ordinator's wages	54,340	**50,816**	50,529
Purchase of equipment	-	**7,622**	2,521
Benefits	6,920	**4,692**	5,397
Supplies	2,400	**1,487**	1,761
Advertising	150	**186**	4
Staff / volunteer training	220	**90**	30
Photocopying	20	**86**	-
University services	250	**38**	-
Transportation costs	200	**3**	-
Compassionate fund	300	**-**	200
Volunteer appreciation	200	**-**	87
Awareness campaigns	400	**-**	-
	179,900	**164,731**	163,129
Net revenue	$ -	**$ 30,312**	$ 52,845

The above schedule of operations for the Food Bank Reserve for the year ended April 30, 2024 has been compiled from information provided by management. The amounts were not audited, reviewed or verified for accuracy or completeness. Readers are cautioned that these statements may not be appropriate for their purposes.

DRAFT

Item 17.11.2
Approve 2025-2026 CSA Budget

Notice of this motion was provided at the Board Meeting on March 26, 2025.

MOTION: that the 2025-2026 CSA Budget be approved as provided and as presented by the Business Manager at the March 26, 2025 board meeting.

Moved:
Seconded:

Notes

2025-2026 Budget Approval Process

- Directors will be provided with a copy of the draft budget prior to the March 26 Board Meeting.
- The Business Manager will present an overview of the draft budget at the March 26 Board Meeting.
- Questions and discussion are encouraged at both the March 26 and April 2 board meetings to fully understand the format and content.
- Debate on budget items (if applicable) and a vote to approve the draft budget will be scheduled at the April 2 Board meeting.
- If board members have questions regarding the draft budget between the March 26 and April 2 Board meetings, they are encouraged to reach out to members of the Finance Committee, the President, or the Business Manager.

Central Student Association

DRAFT

OPERATING BUDGET
2025 – 2026

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Reviewed by Finance Committee on March 18 & 21, 2025
Served as Notice on March 26, 2025
Approved by CSA Board of Directors on XXX

Comments & General Overview of the 2025-2026 Budget

The 2025-2026 budget was set in consultation with the CSA Finance Committee and has been reviewed by the President, members of the Executive Committee, and assigned budget holders. On March 21, 2025, the Finance Committee completed their review and recommended forward the proposed budget for presentation to, and approval by, the CSA Board of Directors.

The CSA's operating budget is divided into 15 portfolios: each an area of concentration with an assigned budget holder responsible for overseeing expenses and managing the finances. The President is to be knowledgeable of all aspects of the budget, day to day finances and at all times, to take into consideration the long-term financial sustainability of the CSA as a not-for-profit organization. Portfolios are expected to be spent out during the fiscal year (May 1 to April 30). Any net revenue remaining at year end from operations funded by CSA membership fees is transferred into the CSA's Accumulated Surplus. A portion of the surplus is internally restricted to ensure our long term financial viability. However, the balance remaining is available for special projects and initiatives that better provide service to students.

Funds received from the FoodBank, SafeWalk and Media/Entertainment fees have been proportionately allocated per the original referendum questions. Any net revenue at year end from these portfolios or any other budget line funded from these fees, is transferred to dedicated reserve accounts for future use.

The CSA student fee increases annually by the Consumer Price Index (CPI) for Ontario as announced by the University administration in January of every year; the CPI increase for 2025-2026 is 2.4%. CSA fees for full-time undergraduate students will increase from $22.70 to $23.24. Similarly, the part time undergraduate fee will increase from $7.11 to $7.28. Enrollment is expected to increase once again. Total revenue from CSA membership fees is anticipated at $1,080,000 for the 2025-2026 fiscal year.

The CSA's budget is also dependent on revenue from 'other' sources to fund our operations. This revenue stream has been erratic since January 2019, however, with the detrimental impact of the Student Choice Initiative and COVID-19 behind us, non-student fee revenue continues to recover and is much more stable.

For the fourth year in a row, our budget is well funded, forward looking, and driven by the CSA Mandate and Indicators of Success. The 2025-2026 budget continues to provide the financial opportunity to amplify our presence on campus and be central to the needs of students. This budget provides funds to increase our ability to engage and promote the CSA, support operational excellence, increase programming, meet our legislative requirements, provide valuable and relevant services, and support the return of a full-time Human Resources permanent staff member and two part-time social media assistants.

The significant variances to our budget when comparing year-over-year and/or year-to-date figures are a direct result of wage savings from vacancies and a redistribution of service funding.

STUDENT FEE & REVENUE SUMMARY 2025-2026

PORTFOLIO	CSA Fees	Entertain Fees	Other Revenue	Budget Total
Academic	$ 54,000.00	$ -	$ 3,500.00	$ 57,500.00
Administration	$ 570,850.00	$ 16,300.00	$ 199,370.00	$ 786,520.00
Bullring	$ -	$ 33,300.00	$ 662,500.00	$ 695,800.00
Council	$ 106,500.00	$ 8,250.00	$ -	$ 114,750.00
Events Coordination	$ 55,500.00	$ -	$ 20,000.00	$ 75,500.00
External	$ 53,000.00	$ -	$ -	$ 53,000.00
Films	$ -	$ -	$ -	$ -
FoodBank	$ -	$ -	$ 216,880.00	$ 216,880.00
Live Entertainment	$ -	$ 124,500.00	$ 10,000.00	$ 134,500.00
Promotion Service	$ 64,450.00	$ -	$ 19,000.00	$ 83,450.00
Student Experience	$ 66,200.00	$ 3,950.00	$ -	$ 70,150.00
Service Programme Summary				*(see below)*
Bike Centre	$ 14,000.00	$ -	$ 2,250.00	$ 16,250.00
Clubs	$ 68,200.00	$ -	$ -	$ 68,200.00
SafeWalk	$ -	$ -	$ 37,560.00	$ 37,560.00
Student Help & Advocacy Centre	$ 27,300.00	$ -	$ -	$ 27,300.00
TOTAL PROPOSED BUDGET	**$ 1,080,000.00**	**$ 186,300.00**	**$ 1,171,060.00**	**$ 2,437,360.00**
TOTAL ANTICIPATED FEES	**$ 1,080,000.00**	**$ 186,300.00**		
TOTAL PREVIOUS BUDGET 2024-25	*$ 945,000.00*	*$ 155,700.00*	*$ 1,050,770.00*	*$ 2,151,470.00*

RESTRICTED FEES Not part of CSA Operating Budget	Actual YTD Feb 28/25	Receivable (Payable)	Anticipated 25-26 Fees/Rev	Fees/Surplus Revenue 25-26
Affordable Housing	$ 232,398.00	$ 9,900.00	$ -	$ 242,298.00
Bus Pass	$ -	$ -	$ 8,230,550.00	$ 8,230,550.00
Late Night Bus Pass	$ -	$ -	$ 510,000.00	$ 510,000.00
Late Night Service Reserve	$ 203,292.00	$ 47,100.00	$ -	$ 250,392.00
Cannon - CSA Portion of Surplus	$ 26,705.00		$ -	$ 26,705.00
Dental Plan		$ -	$ 3,202,050.00	$ 3,202,050.00
Dental Plan Reserve	$ 799,045.00	$ 26,154.00	$ (106,480.00)	$ 718,719.00
Entertainment Fee Reserve	$ 213,407.78	$ 51,010.00	$ -	$ 264,417.78
FoodBank Reserve	$ 144,711.70	$ 40,000.00		$ 184,711.70
Health Plan	$ -	$ -	$ 5,888,600.00	$ 5,888,600.00
Health Plan Reserve	$ 304,360.53	$ 125,884.00	$ 122,000.00	$ 552,244.53
Menstrual Hygiene Products	$ 79,214.68	$ 15,000.00	$ 26,900.00	$ 121,114.68
SafeWalk Reserve	$ 32,640.22	$ 16,000.00	$ (14,000.00)	$ 34,640.22

Prepared March 2025
Finance Committee

ENTERTAINMENT / MEDIA FEE

** Media Fee is split between CSA 60%, CFRU 20%, Ontarion 20%

Distribution		2024-2025 Fee Charged Per Student	2024-2025 39825		2025-2026 Fee Charged Per Student	2025-2026 46250
CFRU - Media	20%	$ 1.58	$ 62,923.50		$ 1.61	$ 74,462.50
Ontarion - Media	20%	$ 1.58	$ 62,923.50		$ 1.61	$ 74,462.50
CSA - Concerts/Speakers	40%	$ 3.12	$ 124,238.25		$ 3.22	$ 148,909.25
CSA - Films	10%		$ -	*CSA = $4.03*		$ -
CSA - Cross Campus Events	10%	$ 0.79	$ 31,461.75		$ 0.81	$ 37,462.50
TOTALS	100%	**$ 7.07**	**$ 155,700.00**		**$ 7.25**	**$ 186,371.75**

Entertainment Fee (ENT)

CONCERTS	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Live Ent - Concerts/Speakers	$ -	$ -	$ 75,870.00	$ 50,745.00	$ 87,700.00
Live Ent - Free Concerts	$ 75,000.00	$ 22,000.00	$ 5,000.00	$ 3,000.00	$ 4,000.00
Live Ent - O-Week (35%)	$ -	$ -	$ -	$ 9,200.00	$ 11,300.00
Live Ent - Speakers/Large Scale Event	$ -	$ -	$ 2,000.00	$ 25,000.00	
Bullring Entertainment	$ 12,000.00	$ 15,000.00	$ 15,000.00	$ 20,000.00	$ 30,000.00
Coordination Expenses	$ 15,000.00	$ 7,500.00	$ 15,000.00	$ 15,600.00	$ 15,900.00
TOTAL	**$ 102,000.00**	**$ 44,500.00**	**$ 112,870.00**	**$ 123,545.00**	**$ 148,900.00**
ENTERTAINMENT FEE	$ 102,375.00	$ 44,500.00	$ 112,870.00	$ 124,238.25	$ 148,909.25
Over (Under)	$ (375.00)	$ -	$ -	$ (693.25)	$ (9.25)
FILMS			***Suspended***	***Suspended***	***Suspended***
Free Film Series	$ 22,000.00	$ 11,360.00	$ -	$ -	$ -
Film Cost Subsidy	$ -	$ -	$ -	$ -	$ -
Coordination Expenses	$ 3,500.00	$ 1,750.00	$ -	$ -	$ -
TOTAL	**$ 25,500.00**	**$ 13,110.00**	**$ -**	**$ -**	**$ -**
ENTERTAINMENT FEE	$ 25,500.00	$ 13,110.00		$ -	$ -
Over (Under)	$ -	$ -	$ -	$ -	$ -
CAMPUS WIDE EVENTS					
College Royal	$ 7,020.00	$ 7,265.00	$ 7,760.00	$ 8,055.00	$ 8,250.00
O-Week Programming (LIVE) - ~65%	$ -	$ -	$ -	$ 17,100.00	$ 21,500.00
O-Week Programming (Student Experience)	$ 8,000.00	$ 12,000.00	$ 13,000.00	$ -	$ -
Programming Fall/Winter (Student Experience)	$ 7,000.00	$ -	$ 4,620.00	$ 3,400.00	$ 3,950.00
Coordination Expenses	$ 3,500.00	$ 1,750.00	$ 3,500.00	$ 3,600.00	$ 3,700.00
TOTAL	**$ 25,520.00**	**$ 21,015.00**	**$ 28,880.00**	**$ 32,155.00**	**$ 37,400.00**
ENTERTAINMENT FEE	$ 25,500.00	$ 21,015.00	$ 28,880.00	$ 31,461.75	$ 37,462.50
Over (Under)	$ 20.00	$ -	$ -	$ 693.25	$ (62.50)
ACCUMULATED TOTALS					
Budget Total	**$ 153,020.00**	**$ 78,625.00**	**$ 141,750.00**	**$ 155,700.00**	**$ 186,300.00**
Anticipated ENT Fee Total	**$ 153,375.00**	**$ 78,625.00**	**$ 141,750.00**	**$ 155,700.00**	**$ 186,371.75**
Over (Under)	**$ (355.00)**	**$ -**	**$ -**	**$ -**	$ (71.75)

Note: Coordination Expenses are recorded as revenue in the Administration Budget.
For the third year, the Films portion of the Entertainment Fee has been suspended

Prepared March 2025
LAC

ACADEMIC: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
24100	CSA Student Fees	51,500	51,500	54,000
24120	Student Health Plan Reserve Support - Memorial	3,295	3,000	3,500
24140	Bullring Promotional Support - Artwork	-	-	-
	TOTAL REVENUE	**54,795**	**54,500**	**57,500**
Expenditure				
24200	Salaries (Includes 3% RSP/Educ)	30,802	41,722	43,934
24220	Employee Benefits	3,684	6,543	6,826
24450	Academic Campaigns	75	350	350
24451	Student Artwork @ Bullring	1,713	2,100	2,100
24452	Student Memorial Tree Service	3,295	3,000	3,500
24453	Teaching Excellence Award	186	500	500
24600	Advertising & Promotion	-	100	100
24800	Supplies	23	100	100
24870	Photocopying	51	85	90
	TOTAL EXPENSES	**39,829**	**54,500**	**57,500**
	Under (Over) Budget	**14,966**	**-**	**-**

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. Costs include annual tree maintenance in the UofG Arboretum ($1,000 per year), memorial plaque, reception, programme, and musician.

Prepared March 2025
WC/LAC
Finance Committee

ADMINISTRATION (President): Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
82100	CSA Student Fees	462,092	461,580	570,850
82101	Entertainment Student Fee *(General Coordination)*	26,804	19,200	16,300
82200	Dental Plan - Admin Fee	-	18,000	18,000
82300	Health Plan - Admin Fee	-	28,500	28,500
82600	Other Income *(Admin Fees BR, MHI, SW, misc)*	18,879	35,700	44,970
82620	Pro Ink - Net	13	60	-
82700	UCS - ROI (Digital Signs & Photo Arts Space)	-	7,000	-
82870	Black & White Photocopy Income	1,841	2,000	1,100
82875	Colour Photocopy Income	2,922	3,700	5,300
82910	Bus Pass - Net	23,221	44,500	49,500
82920	Interest Earned	51,528	57,000	52,000
	TOTAL REVENUE	**587,300**	**677,240**	**786,520**
Expenditure				
83200	Salaries/Wages *(includes RSP benefit)*	267,463	415,800	413,780
83210	Student Risk Management	3,445	600	650
83220	Employee Benefits	29,179	50,820	49,040
83380	Professional Fees *(Audit/Legal/HR))*	39,587	64,000	90,000
83390	Travel *(Business Office mileage, guest parking)*	280	380	430
83440	Temporary Wages	2,264	2,000	2,000
83500	Staff Appreciation *(incls coffee/water, mtg food, year end)*	4,241	5,000	5,500
83501	Staff Training (incls WSIB) & Transition	160	1,800	1,000
83550	Purchase of Equipment	16,442	14,000	20,000
83600	Advertising & Promotion	4,951	8,000	8,000
83610	Promotional Swag	1,112	3,000	3,000
83660	Software/Licensing/CCS Managed Desktops	2,640	16,000	16,800
83700	University Services *(lock/keys/minor repairs)*	435	2,240	2,200
83701	Leasehold Improvements	4,932	40,000	120,000
83800	Office Supplies *(includes postage chrgs)*	6,544	8,700	8,700
83820	Telephone and Internet *(all lines)*	7,515	10,000	9,200
83850	Maintenance & Repair	1,022	1,700	2,500
83870	Photocopier Expense	13,810	15,000	15,000
83900	Bank Charges	1,516	2,000	2,120
83930	Insurance	15,520	16,200	16,600
	TOTAL EXPENSES	**423,058**	**677,240**	**786,520**
	Under (Over) Budget	**164,242**	**-**	**-**

Wages Include

83200 President, Office Coordinator, Policy & Transition Coordinator, Business Manager, HR Assistant
FT Bookkeeper, PT Bookkeeper, PT Front Office Assistants (2) F/W , Social Media Assistants (2) F/W

Prepared March 2025
NB/LAC
Finance Committee

BULLRING: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
92101	Entertainment Student Fee *(net zero, see #93400)	17,371	20,000	30,000
92102	Entertainment Coordination Fee	-	-	3,300
92425	Beverage Sales - Gross Margin	116,728	94,000	140,500
92465	Food Sales - Gross Margin	413,545	463,000	510,000
92490	Miscellaneous Income (less register/over)	9,179	10,000	12,000
	TOTAL REVENUE	**556,823**	**587,000**	**695,800**
Expenditure				
93200	Managerial Salaries (incls 10% RSP benefit)	140,996	163,800	170,500
93210	Hourly Wages	185,927	190,000	243,940
93220	Managerial Benefits	14,899	18,800	19,240
93225	Hourly Staff Benefits	13,904	17,100	18,350
93240	Employer Health Tax	889		1,000
93250	Staff Safety Training	420	500	600
93280	Staff Appreciation/Uniform (FixedTerm)	2,080	2,500	3,500
93380	Administrative Fee to CSA Operating	14,150	28,300	36,260
93390	Travel/Mileage	-	200	140
93400	Entertainment Costs *	17,371	20,000	30,000
93550	Purchase of Equipment/Furniture	-	4,000	4,000
93560	Lease of Equipment	1,290	1,600	1,600
93580	Maintenance of Equipment	5,735	4,400	6,600
93590	Maintenance of Front House (incls Patio)	2,103	1,200	4,000
93600	Advertising & Promotion	2,034	1,500	2,500
93660	Memberships & Licenses	1,110	1,500	1,700
93700	University Services	1,089	2,000	2,400
93720	University Space Costs	15,303	21,000	22,000
93730	Express Card Commission/LCR Rental	38,436	50,000	55,000
93735	Debit Machine Commission/Rental	10,081	9,000	12,500
93800	Supplies (incls replacement flatware)	34,098	30,200	40,000
93810	Janitorial Supplies	2,531	3,000	3,500
93815	Janitorial Services	5,319	8,500	7,500
93870	Photocopying	36	70	70
93930	Insurance	7,932	7,830	8,900
			.	.
	TOTAL EXPENSES	**517,733**	**587,000**	**695,800**
	Under (Over) Budget	**39,090**	**-**	**-**

Prepared March 2025
KL/LAC
Finance Committee

COUNCIL: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
22100	CSA Student Fees	95,950	95,950	106,500
22101	Entertainment Fee *(see below *)*	8,055	8,055	8,250
	TOTAL REVENUE	**104,005**	**104,005**	**114,750**
Expenditure				
PDR Committee Motion Required				
23200	Grants - Fall & Winter	(29,206)	10,000	15,000
CSA Executive Motion Required				
23390	Travel & Conferences: CSA Staff	-	1,000	1,000
23391	Travel & Conference: CFS/CFS-O	650	2,200	2,200
23392	Travel & Conference: Student Leadership	51	500	500
23510	Executive Visioning/Training /Transition *50/50 split*	1,236	2,000	2,000
23515	Executive Discretionary Fund	-	1,500	1,500
President				
23225	Grants - CSA FoodBank Support	9,000	9,000	9,200
23228	Grants - College Royal * *(Entertainment Fee)*	8,055	8,055	8,250
23300	Elections	19,509	21,000	25,000
23440	Honoraria (Chair/Scribe)	3,054	5,500	5,500
23500	Board Training & Appreciation	4,675	9,000	9,500
23560	Residence Room Stuffer	24,296	26,000	26,000
23750	General Members Meeting (Fall & Winter)	4,567	8,000	8,900
23800	Supplies	-	200	150
23870	Photocopying	-	50	50
	TOTAL EXPENSES	**45,887**	**104,005**	**114,750**
	Under (Over) Budget	**58,118**	**-**	**-**

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

Prepared March 2025
Core/LAC
Finance Committee

EVENTS COORDINATION *(formerly PROGRAMMER)*: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
72100	CSA Student Fees	56,250	56,250	55,500
72600	Imaginus Sales - Net	10,383	20,000	20,000
	TOTAL REVENUE	**66,633**	**76,250**	**75,500**
Expenditure				
73200	Salary/Wages	56,900	67,980	61,800
73220	Employee Benefits	6,713	8,070	7,805
73450	Summer Events	-	-	600
73451	Fall Events	-	-	2,000
73420	Winter Events	-	-	2,000
73600	Advertising & Promotion	-	-	1,000
73800	Supplies	-	200	200
73870	Photocopying	-		95
	TOTAL EXPENSES	**63,613**	**76,250**	**75,500**
	Under (Over) Budget	**3,020**	**-**	**-**

Prepared March 2025
NB/LAC
Finance Committee

EXTERNAL: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
25100	CSA Student Fees	50,550	50,550	53,000
	TOTAL REVENUE	**50,550**	**50,550**	**53,000**
Expenditure				
25200	Salaries *(incl 3% Education/RSP)*	35,684	41,722	43,934
25220	Employee Benefits	5,199	6,543	6,826
25450	Campaigns & Solidarity Events	834	1,800	1,800
25600	Advertising & Promotion	-	175	175
25660	Memberships & Subscriptions	-	50	50
25800	Supplies	53	100	100
25870	Photocopying	55	160	115
	TOTAL EXPENSES	**41,825**	**50,550**	**53,000**
	Under (Over) Budget	**8,725**	**-**	**-**

Prepared March 2025
NW/LAC
Finance Committee

FILMS: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
			Fee Suspended	*Fee Suspended*
Revenue				
42101	Entertainment Student Fees	-	-	-
42400	Door Receipts/Misc Revenue	-	-	-
	TOTAL REVENUE	**-**	**-**	**-**
Expenditure				
43210	Temporary Wages	-		
43400	Film Rental	-		
43550	Purchase of Equipment/Upgrades	-		
43600	Advertising & Promotion	-		
43660	Memberships/Domain renewal	-		
43800	Supplies	-		
43840	Freight & Shipping	-		
43850	Maintenance of Film Equipment	-		
43870	Photocopying	-		
	TOTAL EXPENSES	**-**	**-**	**-**
	Under (Over) Budget	**-**	**-**	**-**

Prepared March 2025

NB/LAC

Finance Committee

FOODBANK: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
28100	FB Student Fees: Undergraduate	166,098	149,000	171,000
28120	Solicitations	14,981	5,000	8,000
28130	FB Student Fees: Graduate	21,744	23,600	23,000
28135	CSA Support	9,000	9,000	9,200
28136	GSA Support	7,500	7,500	7,680
	TOTAL REVENUE	**219,323**	**194,100**	**218,880**
Expenditure				
28210	Co-ordinators Wages	45,579	57,236	59,625
28220	Employee Benefits	5,089	6,434	6,650
28390	Transportation Costs	50	170	115
28450	Cooking Classes	-	400	-
28451	Garden Supplies (In & Out)	-	400	-
28501	Staff Training	30	220	200
28540	Food Acquisition	96,893	126,800	147,200
28600	Advertising & Promotion	97	230	230
28700	University Services	40	250	250
28800	Supplies	1,961	1,900	2,550
28850	Maintenance of Equipment	3,336	-	2,000
28870	Photocopying	4	60	60
	TOTAL EXPENSES	**153,079**	**194,100**	**218,880**
	Under (Over) Budget	**66,244**	**-**	**-**

Staff	FoodBank Coordinator - FT (includes 3% RSP/ESP)	35 hrs/wk		$	41,848.00
	Assistant - May 5 - April 17, 2026	12 hrs/wk	~ 564 Hours	$	10,734.00
	Assistant - Sept 2 - April 17, 2026	12 hrs/wk	~ 360 Hours	$	7,043.00
				$	**59,625.00**

Prepared March 2025
NW/LAC
Finance Committee

LIVE ENTERTAINMENT: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
32101	Entertainment Student Fees	105,045	105,045	124,500
32400	Tickets / Sales	1,499	10,000	10,000
	TOTAL REVENUE	**106,544**	**115,045**	**134,500**
Expenditure				
33400	Performer Fees	11,900	50,600	52,000
33410	Performer Rider	330	1,500	3,000
33420	Setup & Sound/Streaming	10,270	4,200	8,000
33450	O-Week Live Programming	30,647	26,300	32,800
33451	Homecoming Show	-		15,000
33600	Advertising & Promotion	58	1,450	1,500
33700	Facility Costs	600	2,000	2,000
33720	Free Concert Programming	-	3,000	4,000
33740	External Coordination/Partnership Fees	-	25,000	15,000
33800	Supplies	-	920	1,000
33870	Photocopying	100	75	200
	TOTAL EXPENSES	**53,905**	**115,045**	**134,500**
	Under (Over) Budget	**52,639**	**-**	**-**

Prepared March 2025
NB/LAC
Finance Committee

PROMOTIONAL SERVICES: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
52100	CSA Student Fees	61,000	61,000	64,450
52300	Graphic Design & Finishing	463	1,000	1,000
52400	Postering - Net	4,209	4,000	5,000
52500	Large Format Service - Net	6,354	7,500	7,500
52600	Button Maker & Miscellaneous - Net	(252)	500	500
52700	Space Rentals - Kiosk & UC Banner	3,742	6,000	5,000
	TOTAL REVENUE	**75,516**	**80,000**	**83,450**
Expenditure				
53200	Wages - Promotional Services Coordinator	54,322	63,860	67,465
53210	Wages - Poster Runners	3,055	5,480	5,520
53220	Benefits - Promotional Services Coordinator	6,661	7,730	8,515
53225	Benefits - Poster Runners	188	360	360
53600	Advertising & Promotion	5	600	400
53660	Memberships & Subscriptions	-	370	370
53800	Supplies *(including poster stands, sandwich boards)*	97	1,600	820
53870	Photocopying	-	-	-
	TOTAL EXPENSES	**64,328**	**80,000**	**83,450**
	Under (Over) Budget	**11,188**	**-**	**-**

Prepared March 2025

NB/EB/LAC

Finance Committee

STUDENT EXPERIENCE: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
27100	CSA Student Fees	57,080	60,200	66,200
27101	Entertainment Fee: Cross Campus Orientation	17,620	3,400	3,950
	TOTAL REVENUE	**74,700**	**63,600**	**70,150**
Expenditure				
27200	Salaries *(Includes 3% Education/RSP)*	11,184	41,722	43,934
27220	Employee Benefits	1,528	6,543	6,826
27450	Orientation Week (from CSA Fees)	14,299	2,000	2,000
27451	Cross Campus Programming (ENT Fees)		3,400	3,950
27453	Summer Programming	1,281	300	-
27454	Fall Programming	2,727	3,000	4,000
27455	Winter Programming *(Includes Last Toast*	864	5,000	7,000
27456	Stressbuster Programming*	-	800	1,800
27600	Advertising & Promotion	192	490	400
27800	Supplies	107	125	100
27870	Photocopying	191	220	140
	TOTAL EXPENSES	**32,373**	**63,600**	**70,150**
	Under (Over) Budget	**42,327**	**-**	**-**

Prepared March 2025

NA/LAC

Finance Committee

SERVICE PROGRAMMES: Budgeted Allocation of Funding

Account Name		PROGRAMMES	Bike Centre	Clubs	SafeWalk	SHAC
REVENUE						
CSA Student Fees	62100	109,500	14,000	68,200	-	27,300
Solicitations/SSF - Undergraduate	62120	24,500	2,000	-	22,500	-
SSF - Graduate	62130	1,060	-	-	1,060	-
SW Reserve - Transfer In	63250	14,000	-	-	14,000	-
Other Income from Sales	62400	250	250	-		-
		149,310	**16,250**	**68,200**	**37,560**	**27,300**
EXPENDITURES						
Co-ordinators/Temp Wages	63210	83,985	13,460	41,847	11,704	16,974
Employee Benefits	63220	8,700	952	5,603	900	1,245
Professional Fees (Legal Aid)	63380	7,000	-	-	-	7,000
CSA Administrative Fee - SW	63370	3,960	-	-	3,960	-
Conference/Taxi/Van Rental	63390	1,330	-	-	1,330	-
Campaigns/Events/Workshops/GM	63450	2,520	120	800	-	1,600
Volunteer Appreciation/Club Hub	63500	9,200	-	1,500	7,700	-
Purchase of Equipment (EV)	63550	-	-	-	-	-
Maintenance of Equipment	63580	400			400	-
Advertising & Promotion	63600	8,850	400	500	7,650	300
Club Hallway Security/Software	63660	15,000	-	15,000	-	-
Club Days Set Up	63700	2,500	-	2,500	-	-
Supplies	63800	4,840	1,300	400	3,000	140
Telephone/Internet x 53200	63820	840	-	-	840	-
Photocopying	63870	185	18	50	76	41
		149,310	**16,250**	**68,200**	**37,560**	**27,300**

March 2025

Finance Committee

For Information Only: See Programmes Budget

BIKE CENTRE: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
BIKE 62100	CSA Student Fees	16,800	16,800	14,000
62120	Donations/Fundraising	184	2,000	2,000
62400	Sales - net	(329)	250	250
	TOTAL REVENUE	**16,655**	**19,050**	**16,250**
Expenditure				
BIKE 63210	Co-ordinators Wages	12,810	16,610	13,460
63220	Employee Benefits *(CPP & EI)*	790	1,210	952
63450	Workshops	-	130	120
63600	Advertising & Promotion	34	400	400
63660	Scheduling Software/Licensing	-	-	-
63800	Supplies and tools	1,099	700	1,300
63870	Photocopying	3	-	18
	TOTAL EXPENSES	**14,736**	**19,050**	**16,250**
	Under (Over) Budget	**1,919**	**-**	**-**

Staff	BC Coordinator - Sept 2 to Apr 17, 2026	10 hrs/wk	290 Hours	$	5,520.00
	BC Assistant - Sept 2 to Apr 17, 2026	6 hrs/wk F/W	208	$	3,970.00
	BC Assistant - Sept 2 to Apr 17, 2026	6 hrs/wk F/W	208	$	3,970.00
				$	**13,460.00**

Prepared March 2025
MK/NW/LAC
Finance Committee

For Information Only: See Programmes Budget

CLUBS: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
CLUB 62100	CSA Student Fees	65,770	65,770	68,200
	TOTAL REVENUE	**65,770**	**65,770**	**68,200**
Expenditure				
CLUB 63210	Co-ordinators Wages	29,323	40,170	41,847
63220	Employee Benefits *(CPP, EI)*	3,871	5,415	5,603
63450	Meeting Expenses *(food & incentives)*	555	600	800
63500	Club Hub Events	-	1,500	1,500
63600	Advertising & Promo *(includes engagement activity Winter Sem)*	296	500	500
63660	UC Services - Security/Maintenance Club Hallway	1,001	15,000	15,000
63700	Club Days *(Setup & incentive prizes, $500 per semester)*	2,225	2,440	2,500
63800	Supplies	238	100	400
63870	Photocopying	7	45	50
	TOTAL EXPENSES	**37,516**	**65,770**	**68,200**
	Under (Over) Budget	**28,254**	**-**	**-**

Prepared March 2025
NB/NA/LAC
Finance Committee

Restricted Fee

SAFEWALK: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
Revenue				
Safe 62120	SW Student Fees - Undergraduate	41,759	37,000	22,500
62130	SW Student Fees - Graduate	1,983	2,050	1,060
62350	SW Reserve - Transfer In	-	-	14,000
	TOTAL REVENUE	**43,742**	**39,050**	**37,560**
Expenditure				
Safe 63210	Co-ordinators Wages	10,236	13,688	11,704
63220	Employee Benefits *(CPP, EI)*	746	1,022	900
63370	CSA Administrative Fee *(equal to 9% of student fees)*		3,330	3,960
63390	Taxi Expenses	421	1,400	1,330
63500	Volunteer Appreciation & Training	3,130	1,800	7,700
63550	Purchase of Equipment/Maintenance	-	8,700	-
63580	Maintenance of Equipment	-	2,200	400
63600	Advertising & Promotion	1,548	3,000	7,650
63800	Supplies	53	3,000	3,000
63820	Telephone Charges *(including UoG x53200)*	600	840	840
63870	Photocopying	40	70	76
	TOTAL EXPENSES	**16,774**	**39,050**	**37,560**
	Under (Over) Budget	**26,968**	**-**	**-**

Staff	SafeWalk Coordinator - Sept 3 to April 18, 2025	50 Flex + 12 hrs/wk	374	$	7,117.00
	SafeWalk Assistant - Sept 3 to April 18, 2025	25 Flex + 8 hrs/wk	241	$	4,587.00
				$	**11,704.00**

Prepared February 2025

KMc/LAC

Finance Committee

For Information Only: See Programmes Budget

STUDENT HELP & ADVOCACY CENTRE: Budget 2025-2026

Account No.	Account Name	YTD Feb 28/25	BUDGET 24-25	BUDGET 25-26
SHAC 62100	CSA Student Fees	25,400	25,400	27,300
	TOTAL REVENUE	**25,400**	**25,400**	**27,300**
Expenditure				
SHAC 63210	Co-ordinators Wages	12,693	16,280	16,974
63220	Employee Benefits *(CPP & EI)*	903	1,185	1,245
63380	Professional Fees *(Legal Aid Clinic)*	6,000	6,000	7,000
63450	Information/Awareness Events	1,120	1,450	1,600
63600	Advertising & Promotion	76	300	300
63800	Supplies *(incls Resource Material)*	23	140	140
63870	Photocopying	2	45	41
	TOTAL EXPENSES	**20,817**	**25,400**	**27,300**
	Under (Over) Budget	**4,583**	**-**	**-**

Staff	SHAC Coordinator - Sept 2 to April 17, 2026	50 Flex +12 hrs/wk	398 Hours	$	7,574.00
	Assistant Coordinator - Sept 2 to April 17, 2026	15 Flex + 8 hrs/wk	247 Hours	$	4,700.00
	Assistant Coordinator - Sept 2 to April 17, 2026	15 Flex + 8 hrs/wk	247 Hours	$	4,700.00
				$	**16,974.00**

Prepared March 2025
WC/LAC
Finance Committee

Item 17.11.3
Appoint University Centre Board Undergraduate Student Representatives

WHEREAS the University Centre Board requires membership of ten undergraduate students appointed by the CSA, as well as five undergraduate students as alternate members, as per the Constitution of the University Centre Board; and

WHEREAS there are two vacancies for undergraduate student members and three vacancies for alternate members for the upcoming academic year;

BE IT RESOLVED that the following undergraduate students be appointed to the University Centre Board for a term of up to two years, as recommended forward by the University Centre Board Selection Committee:

Noel Johnston
Jessica Flores Cruz

AND FURTHER that the following undergraduate student be appointed as an alternate member of the University Centre Board for a term of up to two years:

Ayesha Maryam

Moved: Naomi Amayaevbo, VP Student Experience
Seconded:

Item 17.11.4
Notice: Amendment to Appendix C (HR Policy) re. PBRC

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

Notice of this motion is hereby provided at the Board meeting on April 2, 2025.

This motion will be considered at the Board meeting on April 7, 2025.

MOTION: to adopt the attached amendments to Appendix C (HR Policy) Section 9 (Staff Evaluation), Section 10 (Salary and Benefits), and Section 11 (Vacation), as recommended forward by the Policy & Bylaw Review Committee.

Appendix C Human Resources Policy

9.0 Staff Evaluation [CURRENT POLICY]

9.1

The focus of the staff evaluation process is on employee development. It is intended to be an opportunity to review performance against pre-determined performance standards and to set action plans that will promote employee development and improved performance.

9.2

During the first two weeks of employment, the Human Resources & Services Manager will co-ordinate the distribution of the staff evaluation form to each staff member. Staff members will fill out applicable sections of the form and submit the form to the Human Resources & Services Manager. The Human Resources & Services Manager will ensure that all staff evaluations are completed within the three-month probationary period.

9.3

Staff evaluation forms must be completed and received by the respective supervisors by the end of January. All staff evaluations will be reviewed by the Human Resources & Services Manager and Policy & Transition Coordinator, who may endorse the recommendations of the supervisor, or make additional recommendations as he/she sees fit

9.4

Two copies of the evaluation and any arising recommendations are to be made. One is to be given to the employee, and the other to remain in the employee's Personal Record.

RECOMMENDED POLICY

9.0 Staff Evaluation

9.1 (no change to this bullet)

The focus of the staff evaluation process is on employee development. It is intended to be an opportunity to review performance against pre-determined performance standards and to set action plans that will promote employee development and improved performance.

9.2

During the first four weeks of employment, Executive Supervisors (or designate) must meet with respective staff members to review the customized staff evaluation template for the position.

9.3

Staff evaluation forms must be completed by the Supervisor (or designate) and reviewed with the staff member no later than the end of the third month of regularly scheduled hours.

9.4

The President must ensure that all staff evaluations are completed within the probationary period and a copy included in the employee's staff file.

9.5

Should performance issues be identified, Executive Supervisors (or designate) must work with a member of the HR Support Team to ascertain next steps. Any decision to terminate employment within the probationary period must be fully documented and presented together with a member of the HR Support Team to the President for approval.

10.0 Salary and Benefits [CURRENT POLICY]

10.1

Salary ranges and individual rates of pay for each CSA position shall be determined in accordance with the budget limits, qualifications required, and prior salary ranges for that position. Employment equity is to be maintained according to the directives of the province of Ontario.

10.2

The Staff Representatives and the CSA Finance Committee shall meet annually during the setting of the following year's budget in order to discuss and make recommendations for global percentage salary increases, which shall take effect at the beginning of the following fiscal year or at the filling of any position by a new employee.

10.3

Individual salary increases over and above the annual global percentage increase may be granted in circumstances where the employee's performance demonstrably merits such action. It is the employee's immediate supervisor's responsibility to make recommendation for a salary increase to the Executive Committee. The recommendation must be supported by written justification including the employee's performance evaluation. All such increases are to be within the set salary range of each position unless significant changes in the job description have taken place.

10.4

Benefits for full-time contract and full-and-part-time permanent staff include transportation subsidies (e.g. parking stickers for staff who regularly drive to the university in their own vehicle); access to Health Plan coverage; legislated benefits including Unemployment Insurance and Canada Pension Plan.

10.5

Salary payment will be made bi-weekly with appropriate tax, EI, and CPP deductions

10.6

Permanent full-time permanent part-time, full-time contract employees, as well as the elected Executives are eligible for a lump payment equal to a percentage of their annual salary as a contribution towards either a retirement plan or education plan, of their choice. The percentage shall be determined as follows:

1-2	years of service	3%
3-4	years of service	4%
5-6	years of service	5%
7-8	years of service	6%
9-10	years of service	7%
11-12	years of service	8%
13-14	years of service	9%
15 +	years of service	10%

10.7

In the event that CSA part-time contract positions are not filled by students eligible for the student health and dental plans, they shall be eligible for the employee health plan and shall be notified accordingly.

RECOMMENDED POLICY

10.0 Salary and Benefits

10.1

Wage recommendations for the following year's budget shall be drafted by the Business Manager, in consultation with the President, and reviewed by the CSA Finance Committee at the last Finance Committee meeting of the Fall Semester. Wage recommendations must include the base hourly rate for Bullring part-time employees and CSA part-time employees, and the annual salary for full-time contract positions and Executive members. Final wage recommendations are to be brought forward at the first board meeting of the winter semester for approval by the CSA Board of Directors.

10.2

Salary ranges and individual rates of pay for permanent staff positions shall be determined by the President and Business Manager in accordance with budgetary limits, qualifications required, and prior salary ranges for that position. Employment equity is to be maintained.

10.3

Annual wage increases for permanent staff members are determined by the President and the Business Manager in accordance with budgetary limits, and must consider comparative levels of responsibility, and changes to the job description

10.4

Wage and salary payments will be made bi-weekly with appropriate tax, EI, and CPP deductions.

10.5

Permanent, full-time contract staff, and Executive members are entitled to:

10.5.1 CSA provided semesterly bus pass or a CSA provided parking pass,

10.5.2 Paid access to the Employee Health and Dental Plan,

10.5.3 Lump payment equal to a percentage of their annual salary as a contribution towards either a retirement plan or education plan, of their choice. The percentage shall be determined as follows:

1-2	years of service	3%
3-4	years of service	4%
5-6	years of service	5%

7-8	years of service	6%
9-10	years of service	7%
11-12	years of service	8%
13-14	years of service	9%
15 +	years of service	10%

11.0 Vacation [CURRENT POLICY]

11.1.2 Permanent and executive employees will accumulate vacation days according to the following schedule for completed years of service:

Years of Service	Vacation Time	Vacation Pay
< 1 year	-	4%
1-5 years	10 days	4%
6-10 years	15 days	6%
11-15 years	20 days	8%
16+ years	25 days	10%
All vacation time and pay will be pro-rated to start date		

RECOMMENDED POLICY

11.1.2 Permanent and executive employees will accumulate vacation days according to the following schedule for completed years of service:

Years of Service	Vacation Time	Vacation Pay
< 1 year	-	4%
1-2 years	10 days	4%
3-4 years	12.5 days	5%
5+ years	15 days	6%
All vacation time and pay will be pro-rated to start date		

11.1.4 (NEW)

Permanent, executive, and full-time contract employees will be paid their usual and customary wages during the Winter Break. The Winter Break begins the first business day after fall exams conclude and ends on the last business day before winter classes commence.

Item 17.11.5
Notice: Amendment to Appendix D (Committees) re. PBRC

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

Notice of this motion is hereby provided at the Board meeting on April 2, 2025.

This motion will be considered at the Board meeting on April 7, 2025.

MOTION: to adopt the attached amendment to Appendix D (Committees) Section 3.14 (Committee Minutes), as recommended forward by the Policy & Bylaw Review Committee.

3.14 Committee Minutes

3.14.1 Standing Committees

a) All Standing Committees of the CSA shall take minutes at each one of its respective meetings~~.~~, to be approved by the committee at a subsequent meeting.
b) All minutes shall be submitted to the Policy & Transition Coordinator for the purpose of archiving and submission to the Board of Directors to receive as information. ~~and making minutes available to the general membership via the CSA website.~~
c) Minutes from the final meeting of the academic year may be approved by the committee via email to ensure timely submission to the Board of Directors.

Item 17.11.6
Notice: Amendment to Bylaw 1 (Organizational) re. PBRC

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

Notice of this motion is hereby provided at the Board meeting on April 2, 2025.

This motion will be considered at the Board meeting on April 7, 2025.

MOTION: to adopt the attached amendment to Bylaw 1 (Organizational) Section 5.5 (Conduct of Executive Committee Meetings), as recommended forward by the Policy & Bylaw Review Committee.

5.5 Conduct of Executive Committee Meetings

5.5.1 The President shall act as the Chair of the Executive Committee.

5.5.2 Quorum for Executive Committee Meetings shall be no less than half of the elected members. ~~is three voting members.~~

This shall comprise no less than the President, and one ~~two~~ Vice President~~s~~;

If the President is unable to be present at an Executive Committee Meeting, and every attempt has been made to ensure their attendance, quorum may be all elected ~~the three~~ Vice Presidents. Minutes from these meetings must be sent to the President within 24 hours.

Item 17.11.7
Notice: Amendment to Bylaw 2 (Electoral) re. PBRC

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

Notice of this motion is hereby provided at the Board meeting on April 2, 2025.

This motion will be considered at the Board meeting on April 7, 2025.

MOTION: to adopt the attached amendment to Bylaw 2 (Electoral) Section 1.1 (Electoral Officers), as recommended forward by the Policy & Bylaw Review Committee.

1.1 Electoral Officers

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 the two board directors that sit on the Elections and Referendum Committee. ~~a committee of the Board of Directors as determined by the Board.~~

Item 17.11.8
Notice: Amendment to Appendix G (Electoral) re. PBRC

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

Notice of this motion is hereby provided at the Board meeting on April 2, 2025.

This motion will be considered at the Board meeting on April 7, 2025.

MOTION: to adopt the following amendment to Appendix G (Electoral) Section 3.1 (Membership and Meetings) as recommended forward by the Policy & Bylaw Review Committee.

3.0 Elections and Referendum Committee

3.1 Membership and Meetings

3.1.1 Membership of the committee shall consist of the President, Policy & Transition Coordinator, CRO, ARO, and two Directors. If the President is a candidate in the General Elections, ~~another~~ the Executive chosen to supervise the Elections Office will be ~~selected~~ a member of the Committee. If all Executive Officers are running for election, there will be no Executive Officers ratified to the Committee.

Item 17.14.1
Approval of Past In-Camera Minutes

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

17.14.1	CSA Board Meeting # 16	March 26, 2025

Moved:
Seconded:

Item 17.15
Adjournment

MOTION: That the CSA Board of Directors Meeting # 17 on April 2, 2025 be adjourned at pm.

Moved:
Seconded: