**MINUTES**
Board of Directors Meeting # 1
May 28, 2025 – 6:00 pm
Microsoft Teams

# Attendance – May 28, 2025

| Board of Directors | | | |
|---|---|---|---|
| **At-Large Representatives (Elected)** | | **Present / Regrets** | **Arrived / Departed** |
| Jonah Greenhut | College of Arts | Present | |
| Vacant | College of Arts | | |
| Yael Lazebnik | College of Biological Science | Present | |
| Alex Song | College of Biological Science | Present | |
| Ethan Warren | College of Engineering and Physical Sciences | Regrets | |
| Marcus Aldred-Ganhao | College of Engineering and Physical Sciences | Present | |
| Vacant | College of Social and Applied Human Sciences | | |
| Vacant | College of Social and Applied Human Sciences | | |
| Vacant | Gordon S. Lang School of Business and Economics | | |
| Vacant | Gordon S. Lang School of Business and Economics | | |
| Vacant | Ontario Agricultural College | | |
| Vacant | Ontario Agricultural College | | |
| Vacant | Ontario Veterinary College | | |
| Vacant | Ontario Veterinary College | | |
| **Member College Government Representatives (Appointed)** | | **Present / Regrets** | **Arrived / Departed** |
| Vacant | College of Arts Student Union | | |
| Susannah Polack-Finley | College of Biological Science Student Council | Present | |
| Noel Johnston | College of Engineering and Physical Sciences Student Council | Present | |
| Vacant | College of Social and Applied Human Sciences - Student Alliance | | |
| Kovar Yu | Lang Students' Association | Present | |
| Reese Fletcher | Student Federation of the Ontario Agricultural College | Present | |
| Vacant | Central Veterinary Student Association | | |

**MINUTES**
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| Student Organization Representatives (Appointed) | | Present / Regrets | Arrived / Departed |
|---|---|---|---|
| Branden Newman | Indigenous Student Society (ISS) | Present | |
| Vacant | Guelph Black Students Association (GBSA) | | |
| Vacant | Guelph Queer Equality (GQE) | | |
| Ella Rigby | Guelph Resource Centre for Gender Empowerment and Diversity (GRCGED) | Regrets | |
| Vacant | International Student Organization (ISO) | | |
| Keira Gayowsky | Interhall Council (IHC) | Present | d: 6:35pm |
| Vacant | Guelph Campus Co-op | | |
| Ashley Ames | Ontario Public Interest Research Group (OPIRG) | Regrets | |
| Vacant | Student Senate Caucus | | |
| Vacant | Board of Governors | | |
| **Executive (Ex-officio, Non-voting)** | | **Present / Regrets** | **Arrived / Departed** |
| Nate Broughton | President | Present | |
| Pawandeep Singh | Vice President Student Experience | Present | |
| William Coleman | Vice President Academic | Present | |
| Vacant | Vice President External | | |

| Staff | Position |
|---|---|
| Christopher Yendt | Chair |
| Colleen Bovay | Policy & Transition Coordinator |
| Isabella Saucedo Brito | Scribe |

| Guest | Affiliation |
|---|---|
| | |
| | |

*Note: If a Member arrives after the Call to Order, their arrival time (a) is shown above.*
*If they leave before Adjournment, their departure time (d) is shown.*
*If no time is shown in the column, they were present for the entire meeting.*

# Summary of Resolutions

### 1.2.1 Approve the Agenda

**MOTION**: That the agenda for the CSA Board of Directors Meeting # 1 on May 28, 2025, be approved as printed and distributed.

**Motion Carried**

### 1.3.1 Ratify College Government and Student Organization Representatives

**MOTION:** That the following appointed **College Government representatives** be ratified as Members of the 2025-2026 CSA Board of Directors, effective immediately:

| | |
|---|---|
| Susannah Polack-Finley | College of Biological Science Student Council |
| Noel Johnston | College of Engineering and Physical Sciences Student Council |
| Kovar Yu | Lang Students' Association |
| Reese Fletcher | Student Federation of the Ontario Agricultural College |

**AND FURTHER** That the following **Student Organization representatives** be ratified as Members of the 2025-2026 CSA Board of Directors, effective immediately:

| | |
|---|---|
| Branden Newman | Indigenous Student Society (ISS) |
| Ella Rigby | Guelph Resource Centre for Gender Empowerment and Diversity |
| Keira Gayowsky | Interhall Council |
| Ashley Ames | Ontario Public Interest Research Group (OPIRG) |

**Motion Carried**

### 1.3.2 De-Ratify Vice President External

**WHEREAS** Natalie Wilkinson has submitted written resignation from the role of VP External, effective May 23, 2025;

**BE IT RESOLVED** that Natalie Wilkinson be de-ratified as CSA VP External, effective immediately.

**Motion Carried**

### 1.5 Past Board Minutes

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

| | | |
|---|---|---|
| 1.5.1 | CSA Board Meeting # 17 | April 2, 2025 |
| 1.5.2 | CSA Board Meeting # 18 | April 7, 2025 |

**Motion Carried**

### 1.6 Executive Committee Minutes

**MOTION:** That the Minutes be received as information for the following Executive Committee Meeting:

| Agenda Item # | Meeting # | Meeting Date |
|---|---|---|
| 1.6.1 | Meeting # 18 | March 28, 2025 |

**Motion Carried**

### 18.7 Executive Updates

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

| | | |
|---|---|---|
| 1.7.1 | President | May 28, 2025 |
| 1.7.2 | VP Student Experience | May 28, 2025 |
| 1.7.3 | VP Academic | May 28, 2025 |

**Motion Carried**

### 1.10.1 Omnibus Motion: Hiring Committee Reports

**MOTION:** That the hiring of Sydney Hooper for the position of Student Events & Risk Management Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Emilie Dudgeon for the position of Business Assistant be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Hope MacPherson for the position of Student Help and Advocacy Centre Assistant be approved, as recommended by the Hiring Committee;

**AND FURTHER** that the hiring of Christine Rivera for the position of Clubs Coordinator be approved, as recommended by the Hiring Committee.

**Motion Carried**

### 1.10.5 Statement Making Committee Minutes

**MOTION:** that the minutes for the following Statement Making Committee meeting be received as information by the Board of Directors:

| Agenda Item # | Meeting # | Meeting Date |
|---|---|---|
| 1.10.5 | Meeting # 2 | January 24, 2025 |

**Motion Carried**

### 1.11.1 Appoint Policy & Bylaw Review Committee (PBRC)

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.1 allows for any member of the CSA and/or member of the CSA Board of Directors to be a member of the PBRC; and

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.4 states that the Policy & Transition Coordinator will be a ratified member of the PBRC;

**BE IT RESOLVED** that the following CSA Board Directors be appointed to the Policy & Bylaw Review Committee for the 2025-26 academic year:

| |
|---|
| Noel Johnston |
| Alex Song |

| |
|---|
| Jonah Greenhut |
| Marcus Aldred-Ganhao |

**AND FURTHER** that the following Executive Officer be appointed to the Policy & Bylaw Review Committee for the 2025-26 academic year:

| |
|---|
| Nate Broughton, President |

**Motion Carried**

### 1.11.2 Member's Motion: Referral to Finance Committee

**WHEREAS** Appendix D section 6 states that the Finance Committee ("the Committee") is a standing committee of the CSA Board of Directors that is responsible for monitoring the CSA's finances and providing input into the budgeting process; and

**WHEREAS** in consideration of goals to increase engagement in the CSA and within the CSA Board of Directors, there are questions regarding financial feasibility;

**BE IT RESOLVED** that the attached questions be received by the Board of Directors as information;

**FURTHER** that the attached questions be referred to the Finance Committee to explore the financial feasibility and legality including considerations with the Ontario Not-For-Profit Corporations Act (ONCA) for the purpose of considering these potential costs for inclusion in the 2026-2027 budget;

**AND FURTHER** that the Committee provides an update on the feasibility of the attached questions no later than the October 29th Board of Directors meeting.

**Motion Carried**

### 1.11.3 Notice: Member's Motion: Amendment to Bylaw 1 (Organizational)

*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 May 28, 2025.*

*This motion will be considered at the Board meeting on June 11, 2025.*

**MOTION:** to adopt the attached amendment to Bylaw 1 (Organizational) Section 4.10 (Director Duties).

### 1.11.4 Notice: Suspension of Hiring Policy for HR/Admin Assistant Hiring

*Note: Bylaw 4 – Policy of the CSA, Section 2.3 states that the suspension of policies, or a section of 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 May 28, 2025.*

*This motion will be considered at the Board meeting on June 11.*

**WHEREAS** the CSA requires additional administrative and HR support and intends to hire an HR/Admin Assistant to meet these needs;

**WHEREAS** the HR/Admin Assistant position was included in the 2025–2026 CSA Operating Budget approved by the Board;

**WHEREAS** the CSA does not currently have the internal HR expertise to effectively conduct a competitive hiring process for this specialized role;

**WHEREAS** the CSA President and Business Manager have reviewed alternatives and recommend engaging a professional recruiting firm, Robert Half, to facilitate the hiring process; and

**WHEREAS** this approach would not comply with the standard hiring committee and job description approval process as outlined in CSA policy;

**BE IT RESOLVED** that the Board of Directors suspend the relevant sections of Appendix C – Human Resources Policy requiring a hiring committee and Board-approved job description, specifically for the hiring of the HR/Admin Assistant position;

**BE IT FURTHER RESOLVED** that the Board authorizes the CSA to retain the services of Robert Half to coordinate the recruitment and hiring process for the HR/Admin Assistant;

**AND FURTHER** that the President shall report back to the Board with a summary of the hiring process and the selected candidate.

### 1.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 1 on May 28, 2025, be adjourned at 7:04pm

**Motion Carried**

# Agenda – May 28, 2025

| | | |
|---|---|---|
| **1.0** | **Call to Order** | |
| **1.1** | **Land Acknowledgement**<br>William Coleman, VP Academic | |
| **1.2** | **Adoption of the Agenda**<br>1.2.1 Approve the Agenda<br>1.2.2 Declarations of Conflicts | |
| **1.3** | **Ratifications and De-Ratifications**<br>1.3.1 Ratify College Government and Student Organization Representatives<br>1.3.2 De-Ratify Vice President External | |
| **1.4** | **Comments from the Chair**<br>1.4.1 Introductions and Pronouns | |
| **1.5** | **Approval of Past Minutes**<br>1.5.1 Meeting # 17 – April 2, 2025<br>1.5.2 Meeting # 18 – April 7, 2025 | |
| **1.6** | **Executive Committee Minutes**<br>1.6.1 Meeting # 18 – March 28, 2025 | |
| **1.7** | **Executive Updates**<br>1.7.1 President – May 28, 2025<br>1.7.2 VP Student Experience – May 28, 2025<br>1.7.3 VP Academic – May 28, 2025<br>1.7.4 VP External – Vacant | |
| **1.8** | **Director Reports** | |
| **1.9** | **CSA Service Update and Report** | |
| **1.10** | **Committee Updates and Reports**<br>1.10.1 Hiring Committee Report: SE&RM Coordinator<br>1.10.2 Hiring Committee Report: Business Assistant<br>1.10.3 Hiring Committee Report: SHAC Assistant<br>1.10.4 Hiring Committee Report: Clubs Coordinator<br>1.10.5 Statement Making Committee Minutes # 2 – January 24, 2025 | |
| **1.11** | **Business**<br>1.11.1 Appoint Policy and Bylaw Review Committee (PBRC)<br>1.11.2 Member's Motion: Finance Committee Referral<br>1.11.3 Notice: Member's Motion: Amendment to Bylaw 1<br>1.11.4 Notice: Suspension of Hiring Policy for HR/Admin Assistant Hiring | |
| **1.12** | **New Business** | |

| | | |
|---|---|---|
| | 1.12.1 | |
| **1.13** | **Announcements** | |
| **1.14** | **In Camera Session**<br>1.14.1 | |
| **1.15** | **Adjournment** | |

# Minutes – May 28, 2025

## 1.0 Call to Order

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

## 1.1 Land Acknowledgement

Member William Coleman, VP Academic, presented the following Land Acknowledgement:

As we gather tonight for our first Board meeting of the 2025-26 cycle, I would like to take a moment to acknowledge the land on which the University of Guelph is situated. Although we may be joining tonight's meeting from various lands and locations across Canada (and beyond!), we all share in common the University land. This land is the traditional, unceded, and treaty lands of the Mississaugas of the Credit, and the Between the Lakes Purchase (Treaty #3).

As student leaders and staff members with a role in governance, it is our responsibility to uphold the principles of the Dish with One Spoon wampum- to share in our common resources and commit to maintaining and sharing in those resources equitably. It is also our duty and Mandate to contribute to a positive atmosphere of acceptance, inclusion, belonging, and safety on campus - for Indigenous students as with all students.

Tonight, to start this new term for our Board- whether you are a new member or returning for your 3rd year- take some time to reflect on this, and what we can do to work towards reconciliation at the University and beyond.

## 1.2 Adoption of the Agenda

### 1.2.1 Approve the Agenda

**MOTION**: That the agenda for the CSA Board of Directors Meeting # 1 on May 28, 2025, be approved as printed and distributed.

**Moved**: Marcus Aldred-Ganhao
**Seconded**: Jonah Greenhut

**Motion Carried**

### 1.2.2 Declarations of Conflicts

No conflicts of interest were declared.

## 1.3 Ratifications and De-Ratifications

### 1.3.1 Ratify College Government and Student Organization Representatives

**MOTION:** That the following appointed **College Government representatives** be ratified as Members of the 2025-2026 CSA Board of Directors, effective immediately:

| | |
|---|---|
| Susannah Polack-Finley | College of Biological Science Student Council |
| Noel Johnston | College of Engineering and Physical Sciences Student Council |
| Kovar Yu | Lang Students' Association |
| Reese Fletcher | Student Federation of the Ontario Agricultural College |

**AND FURTHER** That the following **Student Organization representatives** be ratified as Members of the 2025-2026 CSA Board of Directors, effective immediately:

| | |
|---|---|
| Branden Newman | Indigenous Student Society (ISS) |
| Ella Rigby | Guelph Resource Centre for Gender Empowerment and Diversity |
| Keira Gayowsky | Interhall Council |
| Ashley Ames | Ontario Public Interest Research Group (OPIRG) |

**Moved:** Jonah Greenhut
**Seconded:** Marcus Aldred-Ganhao

**Motion Carried**

### 1.3.2 De-Ratify Vice President External

**WHEREAS** Natalie Wilkinson has submitted written resignation from the role of VP External, effective May 23, 2025;

**BE IT RESOLVED** that Natalie Wilkinson be de-ratified as CSA VP External, effective immediately.

**Moved:** Noel Johnston
**Seconded:** Marcus Aldred-Ganhao

Member Greenhut suggested the creation of a statement in order to notify the CSA community and wondered if a "Meet Your Executives" post would be made. The President confirmed that there will be such posts uploaded on Friday, May 30.

Member Aldred-Ganhao inquired as to why the VP External resigned. The President explained that the VP External was offered a Residence Manager In-Training position on campus.

**Motion Carried**

## 1.4 Comments from the Chair

No comments from the Chair were received.

### 1.4.1 Introductions and Pronouns

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

## 1.5 Past Board Minutes

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

| | | |
|---|---|---|
| 1.5.1 | CSA Board Meeting # 17 | April 2, 2025 |
| 1.5.2 | CSA Board Meeting # 18 | April 7, 2025 |

**Moved:** Noel Johnston
**Seconded:** Susannah Polack-Finley

**Motion Carried**

### 1.6 Executive Committee Minutes

**MOTION:** That the Minutes be received as information for the following Executive Committee Meeting:

| Agenda Item # | Meeting # | Meeting Date |
|---|---|---|
| 1.6.1 | Meeting # 18 | March 28, 2025 |

**Moved:** Marcus Aldred-Ganhao
**Seconded:** Noel Johnston

**Motion Carried**

### 1.7 Executive Updates

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

| | | |
|---|---|---|
| 1.7.1 | President | May 28, 2025 |
| 1.7.2 | VP Student Experience | May 28, 2025 |
| 1.7.3 | VP Academic | May 28, 2025 |

**Moved:** Keira Gayowsky
**Seconded:** Noel Johnston

**Motion Carried**

### 1.7.1 President

Training sessions occurred which served as refreshers for the President and helped make sure everyone was up to date.

Human Resources planning has high priorities in hiring several positions, namely, the Events Coordinator.

The yearly planning session occurred to determine all important dates for the next semesters; this allows for promotional plans to also be planned.

Policy planning for the year has commenced. The Club's Handbook is a top priority so students can return in the fall with updated procedures that clubs need to follow.

O-week planning has started with the preparation of events and booking of artists.

Member Greenhut inquired if the next update from the President could include further details regarding the President's plans for the year. The President confirmed he can include more details.

### 1.7.2 VP Student Experience

The VP Student Experience reflected on how he successfully completed his first month as a VP.

He also shared that there will be social media meetings and brainstorming sessions on engaging with students.

The new Club's Coordinator will start June 2. For club's accreditation, the due date has been extended to June 1.

### 1.7.3 VP Academic

The VP Academic attended the Teaching and Learning Innovation Conference that talked about technology and strategies in teaching and learning at the University.

The VP Academic has been working on policy projects such as course selection changes.

The Student Career Advisory Committee had their last board meeting which finalized their yearly project that included creating a series of recommendations for the Experiential Learning Hub on how to improve their career education services.

SHAC is working their summer hours and has had 12 cases so far.

They took over supervising the FoodBank for the VP External.

## 1.8 Director Reports

Member Aldred-Ganhao disclosed that next week, June 4, the Senate will vote on whether to split the colleges of Engineering and Physical Sciences. However, this is likely to pass and therefore will result in the restructuring of the CSA Board.

Member Johnston agrees that this split is likely to pass the Senate.

Member Greenhut asked for further details on this split. The VP Academic explained that the plan is to have two different colleges for engineering and physical sciences. Chemistry, physics, math, and computer science would split off into the College of Computing, Mathematics, and Physical Sciences with an interim Dean. The Student Organizations will wait to restructure. If it passes, it will be effective by July 1.

Member Greenhut inquired as to what the rationale is for this decision. Member Aldred-Ganhao clarified that the School of Engineering already functioned as if it were its own separate college, so doing this will allow it to be more efficient in its activities as well as reduce the burdens placed on the other four units.

### 1.9 CSA Service Update and Report

No Service Updates or Reports were provided.

### 1.10 Committee Updates and Reports

#### 1.10.1 Hiring Committee Report: Student Events & Risk Management Coordinator

**MOTION:** to consider items 1.10.1 to 1.10.4 omnibus.

**Moved:** Jonah Greenhut
**Seconded:** Marcus Aldred-Ganhao

**Motion Carried**

**OMNIBUS MOTION:**

**MOTION:** That the hiring of Sydney Hooper for the position of Student Events & Risk Management Coordinator be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Emilie Dudgeon for the position of Business Assistant be approved, as recommended by the Hiring Committee;

**FURTHER** that the hiring of Hope MacPherson for the position of Student Help and Advocacy Centre Assistant be approved, as recommended by the Hiring Committee;

**AND FURTHER** that the hiring of Christine Rivera for the position of Clubs Coordinator be approved, as recommended by the Hiring Committee.

**Moved:** Jonah Greenhut
**Seconded:** Marcus Aldred-Ganhao

**Motion Carried**

### 1.10.5 Statement Making Committee Minutes

**MOTION:** that the minutes for the following Statement Making Committee meeting be received as information by the Board of Directors:

| Agenda Item # | Meeting # | Meeting Date |
|---|---|---|
| 1.10.5 | Meeting # 2 | January 24, 2025 |

**Moved:** Noel Johnston
**Seconded:** Branden Newman

**Motion Carried**

## 1.11 Business

### 1.11.1 Appoint Policy & Bylaw Review Committee (PBRC)

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.1 allows for any member of the CSA and/or member of the CSA Board of Directors to be a member of the PBRC; and

**WHEREAS** CSA Policy Manual Appendix D, Section 8.2.4 states that the Policy & Transition Coordinator will be a ratified member of the PBRC;

**BE IT RESOLVED** that the following CSA Board Directors be appointed to the Policy & Bylaw Review Committee for the 2025-26 academic year:

| |
|---|
| Noel Johnston |

| |
|---|
| Alex Song |
| Jonah Greenhut |
| Marcus Aldred-Ganhao |

**AND FURTHER** that the following Executive Officer be appointed to the Policy & Bylaw Review Committee for the 2025-26 academic year:

| |
|---|
| Nate Broughton, President |

**Moved:** Noel Johnston
**Seconded:** Susannah Polack-Finley

Member Polack-Finley requested for more information on the committee.

The President added that this committee reviews policy changes, decides on the best way to implement these changes, and makes working groups. As for time commitment, meetings are set as needed.

Member Greenhut encouraged members to join the committee as it can give members a good sense of how the CSA works.

**Motion Carried**

### 1.11.2 Member's Motion: Referral to Finance Committee

**WHEREAS** Appendix D section 6 states that the Finance Committee ("the Committee") is a standing committee of the CSA Board of Directors that is responsible for monitoring the CSA's finances and providing input into the budgeting process; and

**WHEREAS** in consideration of goals to increase engagement in the CSA and within the CSA Board of Directors, there are questions regarding financial feasibility;

**BE IT RESOLVED** that the attached questions be received by the Board of Directors as information;

**FURTHER** that the attached questions be referred to the Finance Committee to explore the financial feasibility and legality including considerations with the Ontario Not-For-Profit Corporations Act (ONCA) for the purpose of considering these potential costs for inclusion in the 2026-2027 budget;

**AND FURTHER** that the Committee provides an update on the feasibility of the attached questions no later than the October 29th Board of Directors meeting.

**Moved:** Jonah Greenhut
**Seconded:** Noel Johnston

Member Greenhut reflected on how it is elections have always been difficult and emphasized how participation has been low. The intention behind this motion was to find solutions to increase engagement with the board. He mentioned the election budget needs a change as it is difficult to use innovative methods for the elections as costs increase while the candidates' budgets stay the same. Directors need to have a bigger role in soliciting outreach.

Member Johnston, Aldred-Ganhao, and Lazebnik noted their support of this motion.

**Motion Carried**

### 1.11.3 Notice: Member's Motion: Amendment to Bylaw 1 (Organizational)

*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 May 28, 2025.*

*This motion will be considered at the Board meeting on June 11, 2025.*

**MOTION:** to adopt the attached amendment to Bylaw 1 (Organizational) Section 4.10 (Director Duties).

### 1.11.4 Notice: Suspension of Hiring Policy for HR/Admin Assistant Hiring

*Note: Bylaw 4 – Policy of the CSA, Section 2.3 states that the suspension of policies, or a section of 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 May 28, 2025.*

*This motion will be considered at the Board meeting on June 11.*

**WHEREAS** the CSA requires additional administrative and HR support and intends to hire an HR/Admin Assistant to meet these needs;

**WHEREAS** the HR/Admin Assistant position was included in the 2025–2026 CSA Operating Budget approved by the Board;

**WHEREAS** the CSA does not currently have the internal HR expertise to effectively conduct a competitive hiring process for this specialized role;

**WHEREAS** the CSA President and Business Manager have reviewed alternatives and recommend engaging a professional recruiting firm, Robert Half, to facilitate the hiring process; and

**WHEREAS** this approach would not comply with the standard hiring committee and job description approval process as outlined in CSA policy;

**BE IT RESOLVED** that the Board of Directors suspend the relevant sections of Appendix C – Human Resources Policy requiring a hiring committee and Board-approved job description, specifically for the hiring of the HR/Admin Assistant position;

**BE IT FURTHER RESOLVED** that the Board authorizes the CSA to retain the services of Robert Half to coordinate the recruitment and hiring process for the HR/Admin Assistant;

**AND FURTHER** that the President shall report back to the Board with a summary of the hiring process and the selected candidate.

### 1.12 New Business

No New Business was presented.

### 1.13 Announcements

The VP Academic shared that the Board of Governors will be having a virtual meeting on Friday, May 30 to discuss matters related to the endowed investment portfolio as it pertains to the special action policy.

Member Greenhut was happy to see everyone and hoped that everyone was well. He also requested the board to reach out if they had any ideas for election engagement.

The PTC thanked everyone for their participation and reminded members to send in their Code of Conduct and Confidentiality and Conflict of Interest Agreements.

### 1.14 In Camera

No in-camera session was held.

### 1.15 Adjournment

**MOTION:** That the CSA Board of Directors Meeting # 1 on May 28, 2025 be adjourned at 7:04 pm.

**Moved:** Branden Newman
**Seconded:** Yael Lazebnik

**Motion Carried**

| **Approved by the Board of Directors** | **Date: June 11, 2025** |
|---|---|
| Signed: _____ | Date: _____ |
| Christopher Yendt<br>Board Chair | |
| Signed: _____ | Date: _____ |
| Colleen Bovay<br>Policy & Transition Coordinator | |