
MEETING MINUTES

Board of Directors Meeting

Date: 2026.23.02

Location: Hybrid (TEAMS/2A-310-2)

Time: 6:00PM- 8:00PM

| | |
|---------------------------|--|
| Meeting called by: | BOD |
| Type of Meeting | Board Meeting |
| Call to order | |
| Attendees | CSI BOD, Alex Oestreicher, Rajveer Singh, Shubham Savalia, Hayden Park Douglas Stewart, Gopu Kiran Surendran, Kirsh Mistry, Kimberly Brown, Diana Mutoni, Brandi-Rae Tibishkogjig, Bisman Kaur, Szymon Pelczar, Monil Jethva, Sheena Witzel, Monica Suljovic |
| Proxy | |
| Regrets | Janie Renwick |
| Absent | Gopu Surendran |
| Adjournment | |

AGENDA TOPICS

ITEM: CALL TO ORDER

PROCEDURAL

Presenter: Monil Jethva

Meeting called to order at: **6:05 PM**

ITEM: LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Hayden Stewart

We wish to acknowledge the lands where we live, learn, work & organize hold the ancestral connections and stories of Indigenous peoples. As we all know, colonization has orchestrated the displacement of Indigenous peoples from their ancestral lands which has hindered their ability to be in good relations with the land. Indigenous peoples are actively maintaining and strengthening their relationships with the land, which are grounded in respect, reciprocity, and resiliency.

The land our Brantford, Kitchener, Waterloo, and Cambridge campuses are located on represents the unceded territory of the Neutral, Haudenosaunee (Ho-deh-no-show-nee) and Anishinaabe (Ah-nish-nah-bay)

peoples. This land was promised to the Haudenosaunee (Ho-deh-no-show-nee) people of Six Nations, which includes six miles on each side of the Grand River, known as the Haldimand Tract. We also wish to acknowledge and recognize that the lands our Stratford, Ingersoll, Guelph & Milton campuses are located on represent the ancestral and treaty lands of the Anishinaabe (Ah-nish-nah-bay) peoples.

Our acknowledgement of the land is our declaration of our collective responsibility to this place and its peoples' histories, rights, and presence. We extend our respect, friendship & solidarity to all Indigenous peoples for their past, present & future contributions to this land and our community, and in their past, present and future struggles.

TIME TO ADJOURN

PROCEDURAL

Presenter: Chair- Monil Jethva

Time to adjourn will be **8:00PM**

APPROVAL OF AGENDA

DECISION

Presenter: Chair- Monil Jethva

Attachment: Board Meeting Agenda - [BOD Meeting Agenda 2026.23.02.docx](#)

Motion to approve the agenda for February 23, 2026, as presented

Forward: Kimberly Brown

Second: Bisman Kaur

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

ITEM: APPROVAL OF MINUTES

DECISION

Presenter: Chair- Monil Jethva

Attachment: Board Meeting Minutes - [BOD Meeting Minutes 2026.27.01.docx](#)

Motion to approve the minutes from January 27, 2026, as presented

Forward: Hayden Stewart

Second: Bisman Kaur
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ITEM: BUDGET REVISION

DECISION

Presenter: President- Alex Oestreicher
Attachment: [BOARD COPY 2025-26 Annual Budget \(REVISION\) - 2025.09.xlsx](#)
[Revision Budget Summary\(Feb 2026\).docx](#)

- Revision presented at last round table meeting
- Alex offers to go through it again if anyone would like.
- BOD agrees that they do not require that this doc be walked through again, and a decision can be made.

Motion to approve the 2025/2026 budget revisions as presented

Forward: Hayden Stewart
Second: Kimberly Brown
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ITEM: PEO ELECTIONS UPDATE

UPDATE

Presenter: Diana Mutoni
Attachment: [2026 02 13 PEO REPORT.docx](#)

- Diana Mutoni provided an update on the General Elections.
 - Nomination period opened February 26, 2026
 - Nomination period closes March 26, 2026
 - 26 nomination packages distributed
 - 1 completed package received to date
 - Awareness campaign underway
 - Reminder emails sent to candidates

Election Timeline:

- All Candidates Meeting:
 - March 5
- Poster Preparation:
 - March 10
- Campaign Period:
 - March 16–27
- Voting Period:
 - March 23–27

- The Board discussed the possibility of increasing voter participation through prize incentives. No decision was made.

ITEM: CSI & CSSI FINANCIAL REPORT

UPDATE

Presenter: AVP- Shubham

Attachment: [Finance Reporting.2026.01.31.xlsx](#)

- Shubham runs through the CSI balance sheet and indicates the financial position for different accounts within CSI.
- Shubham then presents the financials for CSSI
- No questions were asked regarding the financials for this month.

ITEM: INQUIRY REPORT

UPDATE

Presenter: Shubham Savalia

Attachment: [01. January Inquiry Report 2026.02.09.pdf](#)

- Shubham presents the inquiry report and advises the BOD on the different touchpoints that our students made with each service.
- No questions were asked regarding this information.

ITEM: SERVICE COUNTS

UPDATE

Presenter: Shubham Savalia

Attachment: N/A

- No service counts were presented this month as the tracker is currently undergoing an update.
- Service counts for January will be presented at the March BOD meeting.

ITEM: COMPLIANCE REPORT

UPDATE

Presenter: Alex Oestreicher

Attachment: [Monitoring Report of EL #3.1 - Global Constraints .docx](#)

- Alex presents the policy, and her interpretation of it
- Alex reports compliance with this policy
- No questions were asked regarding the compliance report

ITEM: INCIDENTAL REPORTS

UPDATE

Presenter: Alex Oestreicher

Attachment: [January - Incidental Report - Alex.docx](#)

- Alex presents a breakdown of what she worked on during the month of January
 - She notes that the office was closed during the first month of January
 - Attended January orientation
 - Worked on her compliance reports
 - Continued her work on transition docs
 - Worked on SWOT analysis
 - Continued working on strategic alignment planning
 - Attended multiple meetings
 - Attended coaching developments

Presenter: Rajveer Singh

Attachment: [Rajveer January EXECUTIVE MONTHLY INCIDENTAL REPORT.docx](#)

- Rajveer presents a breakdown of what he worked on during the month of January
 - Noting he was off the first week of January
 - Attended team meetings with Alex and Shubham
 - Answered emails
 - Attended CSI/CASA meetings
 - Created the monthly report

Presenter: Shubham Savaliya

Attachment: [January - Incidental Report - Shubham.docx](#)

- Shubham presents a breakdown of what he worked on during the month of January
 - Visited Waterloo and Reuters Campus
 - Attended January Orientation
 - Worked on incidental reports
 - Worked on policy committee reports
 - Created and distributed January communications to the BOD

ITEM: POLICY COMMITTEE REPORT

UPDATE

Presenter: Shubham Savaliya

Attachment: [Policy Committee February Report - Shubham.docx](#)

- Met Feb 2, 2026
- 7 policies were reviewed
- No policy recommendations were suggested during the meeting
- Shubham asks if anyone has any questions regarding the policies reviewed
 - No questions were brought forward

ITEM: NEW BUISNESS

DISCUSSION

Presenter: Chair- Monil Jethva

- No new business was brought forward.

ITEM: BOARD MONITORING IN CAMERA

PROCEDURAL

Presenter: Chair - Monil Jethva

Motion to enter In Camera at 6:44 PM

Forward: Kimberly Brown

Second: Brandi -Rae Tibishkogijig

Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to exit In Camera at 7:18 PM

Forward: Bisman Kaur
Second: Szymon Pelczar
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ITEM: ADJOURNMENT

PROCEDURAL

Presenter: Chair- Monil Jethva

Motion to adjourn at 7:19 PM

Forward: Szymon Pelczar
Second: Bisman Kaur
Abstain: None
Opposed: None
In Favor: All
Motion: Carried



April 10 2026

President

Date



April 11, 2026

Secretary

Date