
MEETING MINUTES

Board of Directors Meeting

Friday, April 12, 2019

Kitchener, Conestoga College, The Venue

6:53 PM – 9:45 PM

| | |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting called by: | BOD |
| Type of Meeting | Board Meeting |
| Call to order | 6:53 PM |
| Attendees | Jack Gaudet, Angela van Stee, Sharan Kalsi, Scot Wyles, Andrew MacNeil, Brittany Greig, Kevin Lewis, Aimee Calma, Janie Renwick, Sheena Witzel, Sana Banu |
| Regrets | None |
| Adjournment | |

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 6:53 PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

We would like to acknowledge that we are on the lands of the Neutral, Anishinaabe and Haudenosaunee peoples.

ATTENDANCE

PROCEDURAL

Presenter: Kevin

Janie Renwick
Sheena Witzel
Aimee Calma
Brittany Greig
Kevin Lewis
Jack Gaudet
Sharan Kalsi
Sana Banu
Angela van Stee
Scot Wyles
Andrew MacNeil

Andrew Sammut

TIME TO ADJOURN

PROCEDURAL

Presenter: Aimee

Time to adjourn will be at 6:53 PM.

APPROVAL OF AGENDA

DECISION

Presenter: Aimee

Attachment: Board Meeting Agenda – April 12, 2019

Amendments:

Kevin is to change Brittany from going into board monitoring.

Kevin to remove the breast feeding initiative from the agenda.

Motion to approve the agenda with amendments.

Forward: Andrew M.

Second: Andrew S.

Abstain: None

In Favor: All

Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Aimee

Attachment: Board Meeting Minutes March 15.docx;

Amendments:

Minor typos corrected in-meeting. No substantial changes.

Motion to approve the minutes with amendments.

Forward: Sana.

Second: Angela.

Abstain: None

In Favor: All

Motion: Carried

POLAR PLUNGE SUBSIDY

DECISION

Presenter: Aimee Calma

Attachment: N/A

Motion to approve a subsidy of \$753 from Campus and Community for Polar Plunge.

Forward: Scot

Second: Angela

Abstain: None

Opposed: All

Motion: Carried

STUDIO NOSTALGIA CONTRACT

DECISION

Presenters: Janie Renwick & Sheena Witzel

Attachment: Operations_Studio Nostalgia Agreement_2014 to 2019.pdf;

The Studio Nostalgia contract is coming up for renewal on June 30th 2019

Janie: (06:46)

I would like to ask the board if we can do an extension of that contract instead of going out for an RFP.

Janie: (06:53)

We have a lot of positive feedback from students and Studio Nostalgia has been very forthcoming with attending events and taking photos when we need it.

Forward: Sana

Second: Jack

Abstain:

In Favour: All

Motion: Carried

RESERVE PAYMENT

DECISION

Presenter: Finance Committee

Attachment: N/A

Sheena: (08:31)

There was a big chunk of that, like \$400,000 that was actually earmarked for the kitchen. Righto. Obviously when Ford announcement came out, we definitely decided to put a hold on that, so it's not necessarily that there was, I'm not great budgeting, but a huge chunk of that was funds definitely didn't get spent because we want it to gauge kind of what we are looking like. So a lot larger than planned I to say I couldn't do it over the summer and it wouldn't be something that would be considered for January.

Motion to move the 2018-2019 fiscal surplus amounts into a GIC investment, and to internally restrict these sponsors to the CSI operational reserves.

Forward: Sharan
Second: Andrew M
Abstain: None
In Favour: All
Motion: Carried

MENTAL HEALTH COMMITTEE

UPDATE

Presenter: Mental Health Committee

Aimee: (10:36)

Mental Health Committee has not met yet. We don't have a date set at this point. We've all been working on those initiatives and I will by the end of the year make sure that everybody is wrapped up.

POLICY COMMITTEE

UPDATE

Presenter: Policy Committee
Attachment: N/A

Kevin: (11:01)

Policy committee this past Saturday night and we did a lot of work on the board, job descriptions, and minor edits to the director's job description. As well as, some more edits to the president's and vice president's job descriptions

FEEDBACK COMMITTEE

UPDATE

Presenter: Brittany Greig
Attachment: N/A

Feedback committee did not meet this month.

ELECTIONS UPDATE

DECISION

Presenter: Aimee Calma & Janie Renwick
Attachment: N/A

The elections results have been verified. The successful candidates for the 2019 2020 are:

Erin Reid
Brent Park
Mehar hundal

Megha James
Nikhil Nisangi
Heather Firlotte
Harshpreet Singh

Motion to approve the successful candidates for the CSI general election:

Erin Reid
Brent Park
Mehar hundal
Megha James
Nikhil Nisangi
Heather Firlotte
Harshpreet Singh

Forward: Andrew M
Second: Sharan
Abstain: None
Approve: All
Motion: Carried

MANAGEMENT

UPDATE

Presenter: Janie Renwick & Sheena Witzel
Attachment: N/A

- After some financial forecasting CSI's outlook for the year to come seems positive ([18:42](#))
- UPass will not be going through as a result of the government's changes to the college's fee structure
- GRT is aware the agreement is no longer able to go through
- Still hoping to negotiate some form of an agreement, with the help of Waterloo and Laurier

STUDENT REP/CAMPUS REP

DECISION

Presenter: Brittany Greig
Attachment: N/A

The last student rep was hosted, and was successful.

CSA

UPDATE

Presenter: Brittany Greig

Attachment: N/A

- CSA is looking at a new funding structure, that charges 50% upfront
- CSA released a press release on the Ontario governments changes to CMSA college funding, the government changes will allocate funding base on 10 performance metrics.

CASA

UPDATE

Presenter: Kevin Lewis

Attachment: N/A

- Kevin and Andrew attended the CASA AGM conference.
- CASA has been discussing student choice, and how that effects their member schools

CSI/CSSI FINANCIAL UPDATE

UPDATE

Presenter: Kevin Lewis & Brittany Grieg

Attachment: Financial Report CSSI April.docx

Financial Report CSI April.docx

Finance.Waterloo Service Hub Sales Report.2019.03.31.pdf

Finance.Cambridge Service Hub Sales Report.2019.03.31.pdf

Finance.Doon Service Hub Sales Report.2019.03.31.pdf

Finance.Venue Sales Report.2019.03.31.pdf

Finance.Wellness Sales Report.2019.03.31.pdf

Finance.Pita Pit Sales Report.2019.03.31.pdf

Finance.CSI Health Plan Budget to Actuals.2019.02.28.xlsx

CSSI Budget to Actual.2019.03.31.xlsx

CSI Budget to Actuals.2019.03.31.xlsx

Finance.March Highlights.2019.03.31.pptx

No questions

SERVICE COUNTS

UPDATE

Presenter: Kevin Lewis

Attachment: Service Counts - March 2019.pdf

No questions about the April service counts.

INCEDENTAL REPORTS

UPDATE

Presenter: BOD

Attachment:

Kevin Lewis_March Incidental Report.docx;

Andrew MacNeil Incidental april.pdf;

Scot Wyles - April Incidental Report WORD.docx;
Angela van Stee - April Incidental.docx;
Andrew Sammut - April 2019 Incidental.docx;
Sharan Kalsi Incidental Report April 2019.docx;
Kevin Lewis_April Incidental Report.docx;
Jack Gaudet - BOD – April Incidental Report .pdf;
Incidental Report April - Brittany Greig.docx;
April- Incidental Report Sana.docx;
Incidental reports were reviewed
Andrew's Incidental was a day late (2% deduction)

ADJOURNMENT

PROCEDURAL

Presenter: Aimee
Attachment: N/A

Motion to adjourn at 7:54 PM

Forward: Sana
Second: Sharan
Abstain: None
Approve: All
Motion: Carried

APPROVAL



September 24th 2020

President, Chair

Date



September 24th 2020

Vice-President, Secretary

Date