

## MEETING MINUTES

Board of Directors Meeting  
Monday, September 30, 2019  
Kitchener, Conestoga College, 2A111  
4:38pm-8:41pm

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	4:38 PM
Attendees	Scot Wyles, Andrew Sammut, Harshpreet Singh, Sana Banu, Brent Parke, Erin Reid, Nikhil Nisangi, Megha James, Heather Firlotte, Mehar Hundal, Janie Renwick, Sheena Witzel
Proxy	
Regrets	
Adjournment	8:15 PM

## AGENDA TOPICS

### CALL TO ORDER

PROCEDURAL

Meeting called to order at 4:38 PM

### LAND ACKNOWLEDGEMENT

PROCEDURAL

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

### TIME TO ADJOURN

PROCEDURAL

Presenter: Scot Wyles, President

Time to adjourn will be 8:15 PM

### APPROVAL OF AGENDA

DECISION

Presenter: Scot Wyles, President  
Attachment: September Board Meeting Agenda.docx

- Jacinda Reitsma could not attend the September board meeting

**Motion to approve the agenda with amendments.**

Forward: Mehar Hundal

Second: Megha James

Abstain: None

In Favor: All

Motion: Carried

## APPROVAL OF MINUTES

## DECISION

Presenter: Scot Wyles, President, President

Attachment: Minutes August Board Meeting.docx

**Motion to approve the minutes from the month of August**

Forward: Heather Firlotte

Second: Erin Reid

Abstain:

In Favor: All

Motion: Carried

## CSI BUDGET PRESENTATION

## DECISION

Presenter: Sheena Witzel

Attachment: 2019-2020 Budget MASTER VERSION without government payroll expense Board Copy.xlsx

**Motion to approve the CSI Budget for the 2019/2020 year**

Forward: Brent Parke

Second: Heather Firlotte

Abstain: None

In Favor: All

Motion: Carried

## CSSI BUDGET 2019-2020

## DECISION

Presenter: Sheena Witzel

Attachment: CSSI 2019 2020.xlsx

## Motion to approve the CSSI Budget for the 2019/2020 year

Forward: Harshpreet Singh  
Second: Nikhil Nisangi  
Abstain: None  
In Favor: All  
Motion: Carried

## NIKHIL PRESENTATION

UPDATE

Presenter: Nikhil Nisangi  
Attachment: N/A

- Nikhil conducted a short presentation to the board

## AGM UPDATE

UPDATE

Presenter: Andrew Sammut, VPI  
Attachment: N/A

- Updates on this year's annual general meeting
- Including update proxy count

## BDO AUDITED FINACIALS

DECISION

Presenter: Andrew Sammut, VPI  
Attachment: N/A

- Financials to presented to membership at the AGM

## Motion to approve CSI's audited financials for 2018-2019:

Forward: Brent Parke  
Second: Megha James  
Abstain: None  
In Favor: All  
Motion: Carried

## NCSL PROPOSAL

DECISION

Presenter: Sheena Witzel  
Attachment: N/A

- The quoted price including flight is \$1610 per executive

- NCSL is a 4 day conference for professional development, and to improve leadership ability

**Motion to approve the budget for the NCSL conference:**

Forward: Harshpreet Singh  
Second: Megha James  
Abstain: None  
In Favor: All  
Motion: Carried

## STUDENTCARE CONTRACT

UPDATE

Presenter: Janie Renwick, GM

Attachment: CSI Student Care Health Plan Agreement 2016 2021 - 2016.04.07.pdf  
CSI Partnership Extension Proposal- February 2019\_FINAL.pdf  
CSI APPENDEX D- Addendum August 2019\_Final.pdf

- The board discussed the renewal of CSI's contract with Student Care as our health plan provider

## BOARD WORKING HOURS

UPDATE

Presenter: Andrew Sammut, VPI

Attachment: N/A

- The board discussed the current structure for working hours, and how it can be improved

## ATS NOTICE BOARD

UPDATE

Presenter: Megha

Attachment:

- Megha presented on the benefits of having a notice board in the ATS building

## CONCERT UPDATE

UPDATE

Presenter: Sheena Witzel

Attachment: N/A

- Sheena provided an update on talent acquisition for CSI's next concert

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## PRESIDENTS UPDATE AND COMPLIANCY

PROCEDURAL

Presenter: Scot Wyles, President

Attachment: Monitoring Report EL 2f - Asset Protection.docx

- Scot presented the Monitoring Report EL-2f to the board, and reported compliancy for the month September

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## MANAGEMENT UPDATE

UPDATE

Presenter: Janie Renwick, GM

Attachment: N/A

- SpotRx has decided to terminate their contract with CSI
- A new program will provide clubs with support to organize pub nights in the venue
- The college is acquiring feedback on the tech fee
- ISAC committee will now be providing collected feedback to college departments

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## CSA UPDATE

UPDATE

Presenter: Scot Wyles, President

Attachment:

- Nothing to update at this time

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## CASA UPDATE

UPDATE

Presenter: Scot Wyles, President

Attachment:

- CASA GOTV campaign is progressing well
- CSI is set to have volunteers escort students to the on campus polls

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## CSI FINANCIAL UPDATE

UPDATE

Presenter: Andrew Sammut, VPI

Attachment:

- CSI is in good financial standing at this time

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## CSSI FINANCIAL UPDATE

UPDATE

Presenter: Sana Banu, VPE

Attachment: Financial Report CSSI - September.docx

- CSSI is in good standing at this time

## INCIDENTAL REPORTS

UPDATE

Presenter: BOD

Attachment:

Incidental Report (Andrew Sammut).docx

Incidental Report (Heather) - UPDATED.docx

Incidental Report - September (Scot Wyles).docx

Incidental Report September -Mehar Hundal.docx

September- Incidental Report Sana.docx

Incidental Report Sept (Megha James).docx

Erin Incidental Report - September 2019.docx

Harsh incidental report.docx

Brent Incidental Report - September 2019.docx

- The BOD shared their incidental reports for the month September

## ENTER IN-CAMERA

PROCEDURAL

Presenter: Scot Wyles, President

Attachment:

### Motion to enter in-camera at 7:48 PM

Forward: Harshpreet Singh

Second: Mehar Hundal

Abstain: None

In Favor: All

Motion: Carried

## EXIT IN-CAMERA

DECISION

Presenter: Scot Wyles, President

Attachment:

### Motion to exit in-camera at 8:41 PM

Forward: Mehar Hundal

Second: Brent Parke

Abstain: None

In Favor: All

Motion: Carried

## NIKHIL WORKING HOURS

DECISION

Presenter: BOD

Attachment:

- Nikhil will not receive honorarium for the month of September as he was away
- Due to Nikhil's absence he will face double the amount of standard deductions on honorarium as decided by the board

## ADJOURNMENT

PROCEDURAL

Presenter: Scot Wyles, President

Attachment: N/A

### Motion to adjourn at 8:41 PM

Forward: Brent Parke

Second: Megha James

Abstain: None

In Favor: All

Motion: Carried

## APPROVAL



September 24, 2020

President, Chair

Date



September 24th 2020

Vice-President, Secretary

Date