

MEETING MINUTES

Board of Directors Meeting

2020.08.31

Virtual Zoom/Fern Resort, Orillia Ontario

3:00PM – 4:05PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	3:07 PM
Attendees	Sana Banu, Paul Banks, Tamara Cooper, Pranav Gandhi, Mehar Hundal, Kyle Magalhaes, Gijo Mathew, Sivani Pappu, Prabhjot Singh, Vaidehi Thakkar, Sheena Witzel, Janie Renwick, Amelia Baty
Proxy	
Regrets	
Adjournment	4:50 PM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 3:07 PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

We would like to acknowledge that we are on the traditional and ancestral lands of the Haudenosaunee, Anishinabeg and Mississauga peoples.

TIME TO ADJOURN

PROCEDURAL

Presenter: Sana Banu, President

Time to adjourn will be 4:05 PM

APPROVAL OF AGENDA

DECISION

Presenter: Sana Banu, President

Attachment: Board Meeting Agenda – 2020.08.31

Motion to approve the agenda

Forward: Pranav Gandhi
Second: Sivani Pappu
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Sana Banu, President
Attachment: Board Meeting Minutes 2020.07.29

Motion to approve the minutes from the month of July

Forward: Vaidehi Thakkar
Second: Sivani Pappu
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

CSI FINANCIALS

UPDATE

Presenter: Kyle Magalhaes, VPI
Attachment: Finance CSI Budget to Actuals 2020.07.31

- No revenue from student fees this month as expected, however fall semester fees will be coming in the next month
- Still receiving government subsidy of 75% which has been extended until November but the amount is subject to change on a month to month basis. Cristina will update our approval on this in finance committee meetings
- Received \$8862 refund on shuttle insurance. Renegotiation of insurance costs in September so this cost could further decline
- To clarify the question from last month of assets decreasing – yearly expenses are put in that line item but get deducted monthly so continually decrease

CSSI FINANCIALS

UPDATE

Presenter: Mehar Hundal, VPE

Attachment: CSSI 2020-2021 Budget to Actuals 2020.07.31

- Not many expenses due to closures of CSSI services
- We continue to receive wage subsidy
- We will look into when to open the Wellness Office as soon as the college starts approving physical presence on campus
- Food Bank is running from the Venue
- No food delivery from the Venue currently. An email from the college yesterday strongly stated they do not want to open for student services and campus access remain minimal

SERVICE COUNTS

UPDATE

Presenter: Kyle Magalhaes, VPI

Attachment: Inquiry Report July 2020
Service Counts July 2020

- These reports are month to month comparisons
- Drop of active users of the app, but can expect that to increase next month
- Food Bank – 80 applications, 39 hampers delivered

CASA UPDATE

UPDATE

Presenter: Sana Banu, President

- Having discussions on how to efficiently run virtual campaigns
- Discussions on the need to support peer organizations in provinces that do not have a provincial-level advocacy group. Ad hoc groups with other colleges is helpful and CASA is looking to assist

COVIC REFUND

DECISION

Presenter: Sana Banu, President

- Received \$377,000 from Sunlife for 2019-20 Health Plan
- We will not have a motion to put this amount into reserves but will use it to provide both international and domestic students the use of Dialogue should that motion pass

REVISED BUDGET

DECISION

Presenter: Sana Banu, President

- The updated budget is on Sharepoint
- Approximately double the number of students enrolled that what was budgeted for originally
- This will allow for the addition of more jobs on campus for students. Received approval from the college of \$172,000 for the fall semester to hire on a needs based criteria. Our commitment stays at \$500,000
- Marketing and Events – need to ensure that there are adequate funds for Dialogue communications
- Advocacy initiatives have been increased
- Dialogue expense is shown in the Health Plan tab
- Do not need to use reserves to provide Dialogue access to all students as we have received the Covid refund
- Current reserves in the Health Plan will remain at \$1.4million
- **ACTION:** Sheena to get the Marketing and Events proposal of how to use their department funding
- **ACTION:** Sheena to ensure there is adequate money for Dialogue communications

Motion to approve the Revised Budget 2020-2021 with new enrollment numbers

Forward: Vaidehi Thakkar
Second: Sivani Pappu
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

DIALOGUE EXTENSION

DECISION

Presenter: Sana Banu, President

- Need to tell Student Care if we want to provide Dialogue to students who opt-out of the extended Health Plan?
- Currently unsure if spouses are covered for Dialogue
- Majority feel that students who opt-out of the extended Health Plan should not have Dialogue access

- **ACTION:** Janie to ask Del (Student Care) if spouses are covered for Dialogue

INCIDENTAL REPORTS

UPDATE

Attachments: Incidental Reports

- All incidental reports have been uploaded to Sharepoint
- **ACTION:** All Directors will email incidental reports to Vaidehi by the due date each month for uploading to Sharepoint

BOARD MONITORING

IN-CAMERA

- Sana presented Monitoring Report – Communication and Support to the Board – Executive Limitation Policy 2G
- CSI is in compliance
- This policy may be helpful to the Policy Committee when looking at how to measure success

Motion to enter In-Camera at 4:38pm

Forward: Sivani Pappu
Second: Gijo Mathew
Opposed: None
Abstain: None
In Favour: All
Motion: Carried

Motion to exit In-Camera at 4:43pm

Forward: Tamara Cooper
Second: Sivani Pappu
Opposed: None
Abstain: None
In Favour: All
Motion: Carried

NEW BUSINESS

UPDATE

Presenter: Sana Banu, President

- Are there options in place, prior to arrival, for international students to acquire accommodation to quarantine
- Are there transportation options in place, prior to arrival,
- The link for tomorrow's retreat sessions is in the calendar
- **ACTION:** Sana to find out what assistance the college provides to international students for quarantine upon their arrival in Canada

ADJOURNMENT

PROCEDURAL

Presenter: Sana Banu, President

Motion to adjourn at 4:50 PM

Forward: Tamara Cooper
Second: Gijo Mathew
Abstain: None
Opposed: None
Approve: All
Motion: Carried



President, Chair

September 30, 2020

Date

7. Cooper

President, Secretary

September 30, 2020

Date