

MEETING MINUTES

Board of Directors Meeting
2022.01.26
Virtual Zoom
7:02PM – 8:28PM

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| Meeting called by: | BOD |
| Type of Meeting | Board Meeting |
| Call to order | 7:02 PM |
| Attendees | Sana Banu, Kyle Magalhaes, Janie Renwick, Sheena Witzel, Amelia Baty, Paul Banks, Parneet Dhaliwal, Rupinder Kaur, Nelson Chukwuma, Harsh Singh, Harley Potter, Shawna Powell, Pranav Gandhi, Justin McLaughlin |
| Proxy | |
| Regrets | |
| Adjournment | 8:28 PM |

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 7:02 PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Paul Banks, Chair

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

TIME TO ADJOURN

PROCEDURAL

Presenter: Paul Banks, Chair

Time to adjourn will be 9:40 PM

APPROVAL OF AGENDA

DECISION

Presenter: Paul Banks, Chair
Attachment: Board Meeting Agenda – 2022.01.26

Sana – The board needs to formally accept the resignation of Richard Mitchell. Insert after Board Monitoring.

Motion to approve the agenda 2022.01.26 with amendments

Forward: Rupinder Kaur
Second: Shawna Powell
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Paul Banks, Chair
Attachment: Board Meeting Minutes 2021.12.06

Motion to approve the minutes 2021.12.06

Forward: Nelson Chukwuman
Second: Harley Potter
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

COLLEGE UPDATE

UPDATE

Presenter: Sana Banu, President

- Jacinda is unable to attend this meetings
- She will respond to questions that were asked at the round table soon and these answers will be shared with the board

MANDATORY MEETINGS

DISCUSSION

Presenter: Shawna Powell

- Shawna was not aware that Policy Committee meetings were mandatory
- Would like to be part of this committee but has a restricted schedule
- Sana – this should be discussed in board monitoring. All agree.

COLLEGE COVID PROTOCOLS

DISCUSSION

Presenter: Shawna Powell

- Is there anything that can be done to have the college allow students to wear better masks than they are providing?
- Sana – Janie reached out to Jacinda as CSI has received multiple student emails around this. The policy will stay as the college is considered a low risk setting and the N95 masks are reserved for higher risk settings
- Kyle – can the college stop people from wearing N95 masks legally?
- Nelson – if this issue is about having a new masks when entering the college, could students open and use a new N95 mask upon arrival
- Could the college-provided surgical masks be used over an N95 mask?
- Parneet – can the college provide face shields?
- Sana – these questions will be brought up with the college. They released a statement on Jan 21 to let everyone know about their policies

APPROVAL OF REVISED BUDGET

DECISION

Presenter: Sana Banu, President

Attachment: Fall Revision CSI 2021-2022 Annual Budget
Budget Notes 2021-2022 Revised Annual Budget
CSSI Fall Revision 2021-2022 Annual Budget
CSSI Budget Notes 2021-2022 Revised Annual Budget

- CSI
- Changes in the budget revision reflect new enrollment numbers
- Programming and events through winter semester will be virtual with an emphasis on more student engagement through incentives
- The office refresh has a placeholder amount
- The expected loss of \$583,000 is meant to balance last year's surplus

- Details are included in the attachments

Motion to approve the CSI Revised Budget as presented

Forward: Harley Potter
Second: Nelson Chukwuma
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

- CSSI
- Summary was presented
- Food services won't be starting as soon as the opening begins with possible exception of Tim Horton's and Starbucks
- Harley – other campuses don't have Tim Hortons, are there any options for those campuses? Sana – The operations team can look into how to fill those gaps

Motion to approve the CSSI Revised Budget as presented

Forward: Rupinder Kaur
Second: Harley Potter
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

EXECUTIVE SELECTION

UPDATE

Presenter: Amelia Baty, PEO

- Nominations for President, VP will open Jan 31 and close Feb 11 at 2pm
- Nomination packages can be obtained from the PEO
- Executive Selection meeting will take place Feb 23

POLICY COMMITTEE

UPDATE

Presenter: Nelson Chukwuma, Chair of Policy Committee

- Discussion on governance policy and rewording
- Elections policy – looking at creating workshops as part of candidate information package
- Proposed Equity, Diversity and Inclusion Policy

EQUITY, DIVERSITY AND INCLUSION POLICY

APPROVAL

Presenter: Nelson Chukwuma, Chair of Policy Committee

Attachment: Equity, Diversity and Inclusion Policy Proposal

- Harley – should financial standing be included? Include that no one be discriminated against due to socioeconomic status

Motion to approve the Equity, Diversity and Inclusion Policy with amendments

Forward: Harley Potter

Second: Parneet Dhaliwal

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

COMPLIANCE REPORT

UPDATE

Presenter: Sana Banu, President

Attachment: Monitoring Report EL 2b, Treatment of Staff

- The signed monitoring report is in Sharepoint
- Sana reports compliance

CSSI FINANCIALS

UPDATE

Presenter: Kyle Magalhaes, Vice President

Attachment: CSSI Budget to Actuals 2021.12.31
CSSI Budget to Actuals Notes 2021.12.31

- There are no other items of significance to report

CSI FINANCIALS

UPDATE

Presenter: Kyle Magalhaes, Vice President

Attachment: CSI Budget to Actuals 2021.12.31
CSI Budget to Actuals Notes 2021.12.31

- Have not received winter fees yet, no estimated time of when they will be received
- Waiting on overpayment invoice from the college

SERVICE COUNTS

UPDATE

Presenter: Kyle Magalhaes, Vice President
Attachment: Inquiry Report 2021.12.31
Service Counts 2021-2022

- The food bank usage has increased each month which is concerning
- Social media following growth continues

CASA UPDATE

UPDATE

Presenter: Sana Banu, President

- The SuperCon will be held virtually Feb 14-18
- Let Sana know if interested in attending and she will register
- Will focus on priorities for the year to present present MPs and Senators
- Block of the dates if attending

PRESIDENT/VICE PRESIDENT UPDATES

UPDATE

Presenter: Sana Banu, President
Kyle Magalhaes, Vice President

- President
- Meetings about winter semester and pivoting services and supports
- Budget revision
- Strategic planning with the board
- Link the Watershed initiative
- Added Equity, Diversity and Inclusion Policy; being implemented at an organizational level to ensure a diverse workplace
- Attended college meetings
- VP
- Board retreat, executive meetings, AVP meetings, CSSI clarification meeting, policy research

BOARD MONITORING

IN-CAMERA

Motion to enter In-Camera at 8:13pm

Forward: Nelson Chukwuma
Second: Harley Potter
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to exit In-Camera at 8:22pm

Forward: Harley Potter
Second: Rupinder Kaur
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

RESIGNATION OF DIRECTOR

DECISION

Presenter: Sana Banu, President

Motion to accept the resignation of Richard Mitchell as a director of the CSI Board of Directors as of December 7, 2021

Forward: Harley Potter
Second: Shawna Powell
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ADJOURNMENT

PROCEDURAL

Presenter: Paul Banks, Chair

Motion to adjourn at 8:28 PM

Forward: Rupinder Kaur
Second: Nelson Chukwuma

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

Abstain: None
Opposed: None
Approve: All
Motion: Carried



| | |
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| President | 17 th February 2022 |
| | Date |

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|------------------|--------------------------------|
| Parneet Dhaliwal | 19 th February 2022 |
| Secretary | Date |