
MEETING MINUTES

Board of Directors Meeting
2022.05.24
Virtual Zoom
3:02PM – 4:00PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	3:02 PM
Attendees	Sana Banu, Kyle Magalhaes, Janie Renwick, Sheena Witzel, Amelia Baty, Justin McLaughlin, Kartik Pahwa, Vaibhavi Patel, Nelson Chukwuma, Raaga Vignesh, Arjun Sharma, Anusha Mukesh, Fatir Raza, Shaun Bajracharya,
Proxy	
Regrets	
Adjournment	4:00 PM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 3:02 PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Kyle Magalhaes, Chair

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

TIME TO ADJOURN

PROCEDURAL

Presenter: Kyle Magalhaes, Chair

Time to adjourn will be 4:15 PM

APPROVAL OF AGENDA

DECISION

Presenter: Kyle Magalhaes, Chair
Attachment: Board Meeting Agenda – 2022.05.24

Sana requested to remove Operations Update from the agenda

Motion to approve the agenda with amendments 2022.05.24

Forward: Fatir Raza
Second: Arjun Sharma
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Kyle Magalhaes, Chair
Attachment: Board Meeting Minutes 2022.04.13

Motion to approve the minutes 2021.04.13

Forward: Fatir Raza
Second: Shaun Bajracharya
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

POLICY COMMITTEE CREATION

DECISION

Presenter: Kyle Magalhaes, Chair

- This committee is open to any directors who would like to join
- Expressing interest at this meeting is Arjun, Raaga, Shaun, Vai and Fatir
- Other directors may join prior to the first meeting

Motion to approve the creation of the CSI BOD Policy Committee 2022-2023

Forward: Arjun Sharma
Second: Fatir Raza
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

CSSI FINANCIALS

UPDATE

Presenter: Nelson Chukwuma, Vice President
Attachment: CSSI Budget to Actuals 2022.04.30
CSSI Budget to Actuals Notes 2022.04.30

- The financial shown to year end of 2022.04.30
- The Venue is opening May 26, had some small catering events in the previous fiscal year
- Wellness practitioners will open in September
- Budgeted net loss of \$32,000, actual net loss of \$17,000

CSI FINANCIALS

UPDATE

Presenter: Nelson Chukwuma, Vice President
Attachment: CSI Budget to Actuals 2022.04.30
CSI Budget to Actuals Notes 2022.04.30

- Project net revenue of \$1.3million has most allocated to projects which will be paid in future eg. office reno, kitchen reno

SERVICE COUNTS

UPDATE

Presenter: Nelson Chukwuma, Vice-President

- The service counts will be presented in a different format in the future for easier and more comprehensive understanding
- Sheena – this report is only until the end of April More services open with more staff beginning in May which will be presented at the next board meeting
- Shaun – is the Foodbank open? Sana – the foodbank going forward will be run on a case by case basis to ensure critical cases receive it. It will not be heavily advertised
- Raaga – is there a fixed budget for the food bank? Sana – it is allocated on the financial statements (health and wellness) which covers food bank and supportive programming

- Shaun – what is the Tim Horton’s revenue in the budget to actuals? Sana – Tim Horton’s provides CSI 6% profit sharing revenue with CSI contributing 3% to our Neil Aitchison Award

CASA UPDATE

UPDATE

Presenter: Sana Banu, President

- Foundations Conference will host 5 delegates from CSI (Sana, Nelson, Arjun, Fatir and Kartik) with the conference being held in Ottawa
- Sana is primary voting delegate for CSI
- There is an opportunity to run for CASA board positions with CSI remaining top priority for directors – let Sana know if you are interested in running
- Vai – can only those attending the conference run for a position? Sana – yes, will provide more details
- Sana intends to run for position of Director of Member Relations to ensure more representation from Ontario schools on the CASA board
- Sana will send the email to all directors who are going to the conference

PROVINCIAL ADVOCACY GROUP UPDATE

UPDATE

Presenter: Sana Banu, President

- A gap was identified with lack of a provincial advocacy platform after many associations left the previous group
- Colleges Ontario supported getting student leaders together to determine what an ideal provincial advocacy group could look like
- An implementation committee was created to create a structure for the new group in the next 1-4 months (fee structure, board structure, voting, honorariums etc)
- Centennial College is hosting a meeting on May 30 where student union presidents will attend
- Sharepoint contains all relevant documentation on this

PRESIDENT/VICE PRESIDENT UPDATES

UPDATE

Presenter: Sana Banu, President
Nelson Chuikwuma, Vice President

- Vice President
- Learning and integrating into new role

- Attended board retreat
- Met with Capital Development staff from the college
- Advocacy Executive meeting
- Planning of August retreat
- CASA meetings
- Training new AVP

- President
- New board onboarding and AVP training
- CASA conference logistics and bookings
- Provincial Advocacy Implementation Committee
- Grt – affordable and equitable transit – addressing a price freeze until a Upass can be implemented – created a proposal and met with college to advocate for this. A meeting will take place June 6
- College Council – there is a seat for a director who can sit on this council with Sana. Email will be sent to the board; reply to Sana
- Indigenous Relationship Council
- Kitchener downtown community meeting may take place tomorrow
- Link The Watershed – waiting on outcomes of provincial and municipal elections
- Waterloo Town and Gown

OTHER BUSINESS

UPDATE

Presenter: Kyle Magalhaes, Chair

- Kartik – what is the liability line due to CSSI? Sana – when CSSI was created, CSI put in a cash injection to ensure CSSI could continue to offer services. Sheena – there have been discussions with auditor and lawyer but no decision made regarding this; however amalgamated statements are now prepared to better reflect the intention that this is not a loan
- Kartik – doesn't understand some of the expenses, could some background be provided? Sana – yes; as it is appreciated that financials are not easy to understand the Finance 101 presentation was made at the May retreat. Suggest directors review all documents that are provided five days before board meetings and submit questions prior to the meetings

ADJOURNMENT

PROCEDURAL

Presenter: Kyle Magalhaes, Chair

Motion to adjourn at 4:00 PM

Forward: Arjun Sharma
Second: Anusha Mukesh
Abstain: None
Opposed: None
Approve: All
Motion: Carried



23rd June 2022

President

Date



27th June 2022

Secretary

Date