

MEETING MINUTES

Board of Directors Meeting

2023.03.14

Zoom

12:32PM – 2:06PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	12:06PM
Attendees	Sana Banu, Sheena Witzel, Janie Renwick, Amelia Baty, Nelson Chukwuma, Anusha Mukesh, Brandi Bilodeau, Vaibhavi Patel, Justin McLaughlin, Kyle Hillis
Proxy	
Regrets	
Adjournment	2:06 PM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 12:32PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Sana Banu, Chair

We would like to acknowledge that Conestoga Students Inc is located and operates on the lands of neutral, Anishinaabe, and Haudenosaunee peoples.

TIME TO ADJOURN

PROCEDURAL

Presenter: Sana Banu, Chair

Time to adjourn will be 1:40 PM

APPROVAL OF AGENDA

DECISION

Presenter: Sana Banu, Chair
Attachment: Board Meeting Agenda - 2023.03.14

Motion to approve the agenda 2023.03.14

Forward: Vaibhavi Patel
Second: Brandi Bilodeau
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Sana Banu, Chair
Attachment: Board Meeting Minutes 2023.02.14

Motion to approve the minutes 2023.02.14

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

APPOINTMENT OF SECRETARY

DECISION

Presenter: Sana Banu, Chair

- Kartik Pahwa resigned from the board which leaves open the position of secretary.
- Vaibhavi Patel has put forward her name to take the position of secretary.

Motion to appoint Vaibhavi Patel as the Secretary of the Board for the remainder of the term

Forward: Anusha Mukesh
Second: Brandi Bilodeau
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

CSI POLICY CHANGE APPROVALS

DECISION

Presenter: Sana Banu, Chair

Motion to approve change to Policy 4.16.0 General Board Elections

Forward: Vaibhavi Patel
Second: Brandi Bilodeau
Discussion: Sheena – Could nomination period be extended to allow candidates ample time to submit packages?

Motion to table change to Policy 4.16.0 General Board Elections until the next board meeting

Forward: Anusha Mukesh
Second: Brandi Bilodeau
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to table change to Policy 4.17.0 President Selection, Policy 4.18.0 Vice President Selection, Policy 4.15.0 Elections, until the next board meeting

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve change to Policy 4.4.0 as presented

Forward: Vaibhavi Patel
Second: Brandi Bilodeau
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

Motion to approve change to Policy 4.21.0, 2.1 Conference Selections as presented

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve change to Policy 4.21.0, 2.1.2 Conference Selections as presented

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve change to Policy 4.22.0, 2.1.1 Conference Expenses as presented

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve change to Policy 4.22.0, 2.3 Conference Expenses as presented

Forward: Brandi Bilodeau
Second: Vaibhavi Patel
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

CHAIRPERSON NOTICE OF INTENT

DISCUSSION

Presenter: Sana Banu, Chair

- According to board policies an appointment or reappointment of Chair will happen in April
- In March, the outgoing directors notify if they would like to serve as Chair for the upcoming year
- Vaibhavi and Anusha have put their names forward for the Position of Chair
- Decision will be made in April

MANAGEMENT INTERPRETATION OF STRAT PLAN

PRESENTATION

Presenter: Sana Banu, President
Sheena Witzel, AED
Janie Renwick, ED

- Board has created resource allocation for each sub-end
- After management presents their interpretation the board will discuss
- Budget will be presented in April

Sheena

- “Students have services, supports and resources”. This end will be maintained. However, there will be an increased in the dollar amount proportionate to increased cost
- There will be no new programming, but increases to staff, shuttle, etc to provide standardized service across campuses
- “Events and Activities” funding will be increased and will cover renovations, student space improvement and consistent delivery on all campuses
- “Student are heard and represented” will be maintained. Data supports student satisfaction. Proportionate increase required due to student enrollment
- “Students have access to skills development” will be increased. Prioritization of equitable delivery on all campuses and will include part time jobs, program funding, student training and development

- The board confirms that Operations has correctly interpreted their requests for next year’s allocation

CSSI FINANCIALS

UPDATE

Presenter: Nelson Chukwuma, Vice President

- Pita Pit has been fairly consistent. Last week of February snow caused closure which reduced revenue
- Reuter – consistent in high numbers in daily sales. Catering was double last month. Revenue was up last month overall
- The Venue – low sales month in the restaurant but catering was good. Sales reduced about half
- CSI is still subsidizing food service team salaries
- Pita Pit stayed within budget of its food costs

CSI FINANCIALS

UPDATE

Presenter: Nelson Chukwuma, Vice President

- Revenue from college from fees that are paid has been received then distributed through different departments
- No significant change in expenses
- Have not received invoice from Student Care yet
- Out of country refunds are 99% cleared

CASA UPDATE

UPDATE

Presenter: Nelson Chukwuma, Vice President

- Sana just returned from campus tours as Director of Membership
- Next week Sana, Nelson and Brandi will be attending the AGM conference in Halifax and will submit a report following the conference

ONTARIO STUDENT VOICES (OSV)

UPDATE

Presenter: Sana Banu, President

- In process of hiring ED, taking steps to ensure this isn't a hasty decision. Hope to have an offer sent by end of the month
- Ontario government recently announced Blue Ribbon Panel and freezing of domestic tuition. OSV will put out a statement

PEO REPORT

UPDATE

Presenter: Amelia Baty, PEO

- Executive Selection meeting was held 2023.03.01 and 2023-2024 President and Vice President were selected
- Nominations closed 2023.03.10 for general elections with three successful candidate submissions
- Discussion on next steps:
 - Possibly include mention of honorarium in packages
 - Consider increase to honorarium
 - Look at the Extraordinary Circumstances Elections policy which could allow for the nomination period to be re-opened and have a student vote to determine directors

ACTION: PEO to send a proposal for Director elections next steps to the board via email

ACTION: PEO to collect feedback from candidates who requested packages but did not submit them

COMPLIANCE REPORT

UPDATE

Presenter: Sana Banu, President

Attachment: EL #3.1 Global Executive Constraint

- Sana reports compliance

PRESIDENT/VICE PRESIDENT UPDATES

UPDATE

Presenter: Nelson Chukwuma, Vice President

- President
- Executive Selection meeting
- CASA campus tours
- CASA AGM next week
- Appointment of Indigenous Director recruitment
- Creating executive onboarding plan
- Rebranding video
- College and CSI meetings, Board of Governors meetings, Town and Gown meetings
- CASA meeting, Guelph mayor meeting
- ED hiring for OSV
- Vice-President
- Meetings
- Transition preparations
- Policy committee
- PR students connections
- CASA AGM next week

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

BOARD MONITORING

IN-CAMERA

Motion to enter In-Camera at 1:48 PM

Forward: Vaibhavi Patel
Second: Brandi Bilodeau
Abstain: None
Opposed: None
Approve: All
Motion: Carried

ADJOURNMENT

PROCEDURAL

Presenter: Sana Banu, Chair

Motion to adjourn at 2:06 PM

Forward: Anusha Mukesh
Second: Vaibhavi Patel
Abstain: None
Opposed: None
Approve: All
Motion: Carried

Sana Banu

President

12th April 2023

Date

Vaibhavi Patel

Secretary

18th April 2023

Date