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## MEETING MINUTES

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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

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## AGENDA TOPICS

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### 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

## 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

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## 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

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## 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

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## 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

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## 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 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**

**12<sup>th</sup> April 2023**

President

Date

**Vaibhavi Patel**

**18<sup>th</sup> April 2023**

Secretary

Date