

TYPE EQUATION HERE. MEETING MINUTES

Board of Directors Meeting

2024.04.10

Virtual

5:08PM

Meeting called by:	BOD
Type of Meeting	Board Meeting
Call to order	5:08PM
Attendees	Nelson Chukwuma, Janie Renwick, Sheena Witzel, Monil Jethva, Amelia Baty, Alex Oestreicher, Prince Mendpara, Aiswarya Raj, Harnain Singh Banga, Sai Shubham Anmula, Jay Patel, Amal Jeevan, Daniel Olusi, Brandi Tibishkogjig, Hayden Stewart, Shubham Savaliya, Silvanus Fernando, Amandeep Singh Saini, Vinayak Baiju,
Proxy	
Regrets	Juby Mathew
Adjournment	7:21PM

AGENDA TOPICS

CALL TO ORDER

PROCEDURAL

Meeting called to order at 5:08PM

LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Harnain Singh Banga, Director

We wish to acknowledge the lands where we live, learn, work & organize hold the ancestral connections and stories of Indigenous peoples. As we all know, colonization has orchestrated the displacement of Indigenous peoples from their ancestral lands which has hindered their ability to be in good relations with the land. Indigenous peoples are actively maintaining and strengthening their relationships with the land, which are grounded in respect, reciprocity, and resiliency.

The land our Brantford, Kitchener, Waterloo, and Cambridge campuses are located on represents the unceded territory of the Neutral, Haudenosaunee (Ho-deh-no-show-nee) and Anishinaabe (Ah-nish-nah-bay) peoples. This land was promised to the Haudenosaunee (Ho-deh-no-show-nee) people of Six Nations, which includes six miles on each side of the Grand River, known as the Haldimand

Tract. We also wish to acknowledge and recognize that the lands our Stratford, Ingersoll, Guelph & our future campus in Milton are located on represent the ancestral and treaty lands of the Anishinaabe (Ah-nish-nah-bay) peoples.

Our acknowledgement of the land is our declaration of our collective responsibility to this place and its peoples' histories, rights, and presence. We extend our respect, friendship & solidarity to all Indigenous peoples for their past, present & future contributions to this land and our community, and in their past, present and future struggles.

TIME TO ADJOURN

PROCEDURAL

Presenter: Sheena Witzel, Chair

Time to adjourn will be 7:00PM

APPROVAL OF AGENDA

DECISION

Presenter: Sheena Witzel, Chair

Attachment: Board Meeting Agenda - 2024.04.10

Motion to approve the agenda 2024.04.10

Forward: Prince Mendpara

Second: Alex Oestreicher

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

APPROVAL OF MINUTES

DECISION

Presenter: Sheena Witzel, Chair

Attachment: Board Meeting Minutes 2024.03.20

Motion to approve the minutes 2024.03.20

Forward: Aiswarya Raj

Second: Prince Mendpara

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

POLICY COMMITTEE

DECISION

Presenter: Prince Mendpara, Policy Committee Chair

Attachment: Board Policy Committee Change Recommendations 2024.04.10

- Policy 4.23.0, 2.1.1 Conference Selection

Motion to approve Policy 4.23.0, 2.1.1. Conference Selection as presented

Forward: Alex Oestreicher

Second: Sai Shubham Anmula

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

- Policy 4.23.0, 3.2.1 Conference Selection
- Alex – how does the AVP fit in? Nelson – In the case that the President or VP is on the conference board, the AVP will become a secondary delegate

Motion to approve Policy 4.23.0, 3.2.1 Conference Selection as presented

Forward: Alex Oestreicher

Second: Sai Shubham Anmula

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

- Policy 4.10.0, 2.4; 2.4.1.1, 2.4.1.2, 2.4.2.1, 2.4.2.2; 2.4.3; 2.4.4 Board Meeting Attendance and Etiquette
- Shubham – a rule about sidebar conversations shouldn't be imposed upon directors
- Nelson – this policy helps to ensure all are engaged in the current discussion
- Sheena – it encourages the board to openly share
- Alex – having policies around etiquette are important, especially for a young board

Motion to approve Policy 4.10.0, 2.4; 2.4.1.1, 2.4.1.2, 2.4.2.1, 2.4.2.2; 2.4.3; 2.4.4 Board Meeting Attendance and Etiquette as presented

Forward: Aiswarya Raj
Second: Sai Shubham Anmula
Abstain: None
Opposed: 1 Sai Shubham Anmula
In Favor: 6
Motion: Carried

BUDGET

DECISION

Presenter: Nelson Chukwuma, President
2024-2025 CSI Draft Budget
CSI Budget Notes (2024-2025)
CSSI Draft Budget 2024-2025
CSSI Budget Notes (2024-2025)

- This budget was prepared prior to the cap announcement and projected a 30% decrease in enrolment.
- There will be a budget revision in the future
- Most food services project slightly reduced revenue with exception of catering which projects the same
- Reduced revenue from chiro and physio based on current use
- New line item, CSI Support Services. CSI subsidizes CSSI salaries and this line shows the transfer of funds. Will cover a bit of the projected loss
- Shubham – how are we missing government subsidies? Nelson – sometimes we received work-study funding but are receiving about a quart of what we received in the past
- Shubham – high expenses and small revenue from Food Truck. Sheena – the F & B team has put in a lot of effort to ensure a good plan for spring. Are approved for the food truck collective group which allows us into the community for books. The collective has a condition where we can't undercut prices like we do for our students. There is also a larger marketing plan for this year
- Shubham – when will budget revision occur? Nelson – probably in the summer as previous years
- Sheena – seeing an overall decrease of 30% from previous year. A 40% decrease in first year international enrolment will require a further decrease so fall and winter are budgeted at 40% reduction with the cap coming into effect in September
- Sheena – important to note we don't have confirmation around enrolment. Because winter enrolment was high we will see about \$1 million surplus from this fiscal.

Asking this board to inject it into next year's fiscal budget to allow for time to collect all data to make proper decisions.

- Nelson – this is a fair request to ensure decisions are not rushed. The \$1 million is recommended to go into operations for the next fiscal to main while we wait for confirmation on numbers. Shubham – agree with focus on sustaining operations, if we return to "normal" it would be good to try to get the reserves back to level.
- Shubham – can the SLC renovation be paused? Sheena – it is too far along; however funds were saved for this. We are moving forward with the areas the college is moving forward with. Any unused funds must go back to the board for approval.

Motion to table the 2024-2025 Budget for decision at the BOD year end dinner

Forward: Prince Mendpara
Second: Harnain Singh Banga
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

PEO REPORT

UPDATE

Presenter: Amelia Baty, PEO

- General elections concluded on 2024.04.01
- One candidate withdrew from the campaign for personal reasons, one candidate was disqualified for campaign violations
- There were 5555 votes cast which is 12.47% of eligible voters with not voting anomalies reported and no requests for voting assistance
- The following candidates were elected by CSI voting members to the 2024-2025 CSI Board of Directors
 - Vinayak Baiju
 - Daniel Olusi Derulo
 - Silvanus Fernando
 - Janelle Gordon
 - Amal Jeevan
 - Shubham Savaliya
 - Amandeep Singh Saini
- Brandi-Rae Tibishkogijig will be appointed to the Indigenous Director position
- Announcement of results is on the CSI website and social media channels

RATIFICATION OF DIRECTORS

DECISION

Presenter: Sheena Witzel, Chair

Motion to ratify the following individuals as directors on the CSI Board of Directors 2024-2025:

Vinayak Baiju
Daniel Olusi
Silvanus Fernando
Janelle Gordon
Amal Jeevan
Shubham Savaliya
Amandeep Singh Saini
Brandi-Rae Tibishkogijig (Indigenous Director)

Forward: Aiswarya Raj
Second: Sai Shubham Anmula
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to ratify the following individuals to their positions on the CSI Board of Directors 2024-2025:

Nelson Chukwuma, President
Alex Oestreicher, Vice President
Hayden Stewart, Associate Vice President (Internal)

Forward: Prince Mendpara
Second: Harnain Singh Banga
Abstain: 1 Alex Oestreicher
Opposed: None
In Favor: 6
Motion: Carried

PEO ROLE

DECISION

Presenter: Sheena Witzel, Chair

Motion to dissolve the role of the PEO 2024

Forward: Jay Patel
Second: Alex Oestreicher
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

SERVICE COUNTS

UPDATE

Presenter: Monil Jethva, Vice President
Attachment: March 2024 Inquiry Report
Service Counts 2023-2024
2023-2024 BOD Presence at CSI Events

- Directors received documents in advance and have no questions or concerns

CSI AND CSSI FINANCIALS

UPDATE

Presenter: Monil Jethva, Vice President
Attachment: CSI March 2024
CSSI March 2024
Monthly Finance PowerPoint 2024.03.31

- Any questions can be sent to Monil
- All food services were slow during the first week of March due to Student Success Week
- All outlets are doing better year over year; month to month is comparable
- Food Truck resumes service next week
- Shubham – there was a big jump in catering but not in Pita Pit, is there a reason for this? Monil – all pricing at Pita Pit is regulated because it is a franchise;
- Shubham – is the amount we transfer to CSSI accounted for? Monil – the funds haven't moved yet, will be in the next update
- No other items of significance to report

CASA UPDATE

UPDATE

Presenter: Nelson Chukwuma, President

- The CASA AGM took place in March in Edmonton
- Shubham – introduction to indigenous culture, board updates, budgets. Looked around their campus and found out how they worked
- Prince – great experience
- Jay – thankful so many directors from CSI were able to attend

PRESIDENT AND VICE PRESIDENT UPDATE

UPDATE

Presenter: Nelson Chukwuma, President

Attachment: April 2024 Incidental Report - Nelson
April 2024 Incidental Report - Monil

- President
- Budgeting, internal discussions
- Awards banquet, Athletics banquet, Kitchener Town & Gown
- Received transportation capstone by marketing students which validated our data
- Queen's Park next week to talk about student accountability, money for post-secondary institutions
- Incoming board training retreat at end of April 15, 2024 invited to talk about the
- Vice President
- CASA Conference was very insightful and educational
- Awards banquet

NEW BUSINESS

DISCUSSION

Presenter: Sheena Witzel, Chair

- Nelson – OSV doing well. Alex, Nelson, and executives will be meeting at end of May
- OSV is almost ready to hire an interim ED

BOARD OF DIRECTORS /// MEETINGS

CONESTOGA
STUDENTS INC

BOARD MONITORING

IN CAMERA

Presenter: Sheena Witzel, Chair

Motion to enter In Camera at 6:57pm

Forward: Prince Mendpara
Second: Alex Oestreicher
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to exit In Camera at 7:21pm

Forward: Prince Mendpara
Second: Alex Oestreicher
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ADJOURNMENT

PROCEDURAL

Presenter: Sheena Witzel. Chair

Motion to adjourn at 7:21PM

Forward: Alex Oestreicher
Second: Prince Mendpara
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Nelson Chukwuma

May 30, 2024

President

Date

May 31, 2024

Secretary

Date