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## MEETING MINUTES

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Board of Directors Meeting

Date: 2026.27.01

Location: Hybrid (TEAMS/2A-213-1)

Time: 8:00PM-10:00PM

|                           |   |
|---------------------------|---|
| <b>Meeting called by:</b> | BOD   |
| <b>Type of Meeting</b>    | Board Meeting   |
| <b>Call to order</b>      |   |
| <b>Attendees</b>          | CSI BOD, Alex Oestreicher, Rajveer Singh, Shubham Savalia, Hayden Park Douglas Stewart, Gopu Kiran Surendran, Kimberly Brown, Diana Mutoni, Bisman Kaur, Szymon Pelczar, Krish Mistry, Janie Renwick, Sheena Witzel, Justin McLaughlin, Monica Suljovic |
| <b>Proxy</b>              |   |
| <b>Regrets</b>            | Monil Jethva  |
| <b>Absent</b>             | Brandi-Rae Tibishkogijig  |
| <b>Adjournment</b>        |   |

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## AGENDA TOPICS

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### ITEM: CALL TO ORDER

PROCEDURAL

Presenter: Alex Oestreicher

Meeting called to order at 8:04 PM

### ITEM: LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Shubham Savaliya

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 & Milton campuses 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: Chair- Alex Oestreicher

Time to adjourn will be **10:00PM**

## APPROVAL OF AGENDA

DECISION

Presenter: Alex Oestreicher

Attachment: Board Meeting Agenda - [BOD Meeting Agenda 2026.27.01.docx](#)

### **Motion to amend the agenda to update the Chair from Monil Jethva to Alexandra Oestreicher**

Forward: Hayden Stewart  
Second: Bisman Kaur  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

### **Motion to approve the agenda for January 27, 2026, as amended**

Forward: Gopu Surendran  
Second: Krish Mistry  
Abstain: None  
Opposed: None  
In Favor: All

Motion: Carried

## ITEM: APPROVAL OF MINUTES

DECISION

Presenter: Alex Oestreicher

Attachment: [Board Meeting Minutes -BOD Meeting Minutes 2025.12.15.docx](#)

**Motion to approve the minutes from December 15, 2025, as presented**

Forward: Hayden Stewart

Second: Kimberly Brown

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

## ITEM: REUTERS FOOD SERVICES CONTRACT

DECISION

Presenter: Sheena Witzel

Attachment: [Form of Agreement - Food services at Reuter campus.pdf](#)

- Sheena provides a high-level overview of the contract
- No questions or concerns were brought forward by the BOD

**Motion to approve the Reuters Food Service Contract as presented**

Forward: Gopu Surendran

Second: Kimberly Brown

Abstain: None

Opposed: None

In Favor: All

Motion: Carried

## POLICY 4.3 &4.7

DECISION

Presenter: Shubham Savaliya

Attachment: [CSI policy amendments 2025.docx](#)

### Policy 4.3

- Shubham reads the policy as it is currently written
- Shubham also provides the recommended policy wording for the suggested amendments.

## Policy 4.7

- Shubham reads the policy as it is currently written
- Shubham also provides the recommended policy works for the suggested amendments
- Shubham also suggests that “intent” is added to this policy and provides suggested wording for this
- Gopu would like clarification around attending events as a BOD member vs. Student, and how BOD members are expected to dress
  - Alex indicates that you are only required to dress in “CSI Wear” when you are attending in an official capacity as a CSI BOD Member

## **Motion to approve proposed changes to the policy 4.3 - Board Job Products**

Forward: Gopu Surendran  
Second: Krish Mistry  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

## **Motion to approve the proposed changes to the policy 4.7 - Board Member Visibility Branding Policy**

Forward: Bisman Kaur  
Second: Kimberly Brown  
Abstain: Szymon Pelczar  
Opposed: None  
In Favor: All  
Motion: Carried

- *Szymon Pelczar lost internet connection and was unable to participate in the motion, hence his vote was marked as abstain \**

## ITEM: POLICY COMMITTEE REPORT

UPDATE

Presenter: Shubham Savaliya  
Attachment: [Policy Committee January Report - Shubham.docx](#)

- Shubham shares the policy committee report and advises that the committee met Jan 13, 2026
- No questions regarding the policy committee report we brought forward.

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## ITEM: F25 ADVOCACY COMMITTEE REPORT PRESENTATION

UPDATE

Presenter: Justin McLaughlin & Alex Oestreicher

Attachment: [Advocacy Committee Report Fall 2025 \(1\).pdf](#)

Attachment: [CSI Advocacy Committee Report To Board Presentation - Fall 2025.pptx](#)

- Justin shares and presents the presentation on the advocacy work that CSI does
  - Launch of the academic appeals support hub
  - Improvements to spiritual room spaces
  - Know Your Rights campaign metrics
  - Year-end survey completion
    - 7.3% response rate...similar to years in the past
  - Municipal housing and transit advocacy
  - Provincial (OSFI) and federal (CASA) advocacy activities
  - Development of a three-year advocacy priorities framework
  - Justin also goes over the Indigenous advocacy work that has been done
- Alex touches on the CASA Committee and Fees Committee work that has been done.
- Justin also provides an update on the Municipal advocacy updates that effect KW and surrounding area. He specifically touched on:
  - Housing
  - Transportation
  - Regional and Municipal initiatives
  - Town and Gown Committees
- Provincial Updates
  - Bill 33 has been passed
  - OSV leading next steps and CSI will be monitoring the situation
- No additional questions or concerns were brought forward by the BOD

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## ITEM: PEO ELECTIONS UPDATE

UPDATE

Presenter: Diana Mutoni

Attachment: [2026 PEO Report To The Board January.docx](#)

- Diana provides a report regarding the elections
- Pres, VP and AVP nominations open Feb 2 - Feb 9
- Selection Meeting will take place Feb 17
- If there are no internal AVP nominations, external selection process will begin Feb 9

- Timelines were provided for campaigning and voting
- Gopu asks if the AVP role is new
  - Diana indicates that Shubham is currently in that role as our AVP

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## ITEM: CSI & CSSI FINANCIAL REPORT

UPDATE

Presenter: AVP- Shubham Savaliya

Attachment: [Finance.Budget to Actuals.2025.12.31.xlsx](#)

- Shubham shares and provides the highlights from the CSI and CSSI finance sheet
- CSI and CSSI balance sheets
- Food services performance
- Budget vs. actuals (noting a revised budget expected)
- December inquiry and service metrics
  
- No questions were raised regarding the balance sheets

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## ITEM: INQUIRY REPORT & SERVICE COUNTS

UPDATE

Presenter: AVP- Shubham Savaliya

Attachment: [L. December 2025 Inquiry Report.pdf](#)  
[Service Counts 2025 \(Jan-Dec\).xlsx](#)

- Shubham provided an overview of the inquiry and service reports and the stats from December.
- He indicated that most of the stats were lower, as campus was closed for the last 2 weeks of the month.
- No questions or comments were raised by the BOD

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## ITEM: COMPLIANCE REPORT

UPDATE

Presenter: Alex Oestreicher

Attachment: [Monitoring Report of EL #3.3 - Equity, Diversity and Inclusion .docx](#)

- Alex provided an overview of the compliance report that she created

- Confirmed organizational compliance with **Policy 3.3 – Equity, Diversity and Inclusion**.
- CSI maintains formal personnel policies and procedures supporting equitable hiring, workplace conduct, and performance management.
- Recruitment and hiring practices incorporate inclusive language, competency-based evaluation, and structured processes intended to reduce bias.
- The organization continues to promote an inclusive workplace culture through onboarding practices, training initiatives, and ongoing engagement.
- No formal complaints related to discrimination or inequitable treatment were reported during the period.
- Equity and diversity principles remain integrated into organizational planning, service delivery, and decision-making.

## ITEM: INCIDENTAL REPORTS

UPDATE

Presenter: Alex Oestreicher

Attachment: [December - Incidental Report - Alex.docx](#)

- Alex provided an overview of what she did during the month of December, indicating that it was a short month due to the holidays closure: (Dec 15- Jan 5)
- December activities included:
  - Visiting the Doon campus and attending the Indigenous Christmas event.
  - Preparing for board and roundtable meetings and completing required monthly reporting.
  - Reviewing and contributing to the board newsletter.
  - Advancing internal alignment work, including SWOT analysis review, theme identification, and summarizing brainstorming outcomes.
  - Organizing governance documents within SharePoint and working on transition materials.
  - Supporting advocacy efforts, including sending stakeholder materials to the Advocacy Committee and delegating to the Region of Waterloo regarding GRT Route 110.
  - Monitoring Bill 33 and broader post-secondary sector developments.
  - Recording a virtual welcome message for orientation.
- No questions were raised.

Presenter: Rajveer Singh

Attachment: [December - Incidental Report - Rajveer.docx](#)

- Rajveer presented his incidental report for December and noted he was away beginning December 7, followed by the organizational holiday closure, resulting in a lighter reporting period.
- Rajveer reported that he:
  - Assisted with the December board newsletter.
  - Participated in executive and Advocacy Committee meetings.
  - Supported agenda preparation for the Board meeting.
  - Attended the City of Waterloo post-secondary roundtable focused on student experience in the region.
  - Completed outstanding reports from November, including CASA and OSFI advocacy week summaries.
- No questions were raised.

**Presenter:** Shubham Savaliya

Attachment: [December - Incidental Report - Shubham.docx](#)

- Shubham provides a report on what he worked on during the month of December. He indicates:
  - Prepared his November incidental report.
  - Developed agendas for Policy Committee meetings and prepared related reports to the Board.
  - Completed OSFI advocacy reporting for both the Board and website publication.
  - Produced and distributed the December board newsletter.
  - Uploaded his academic schedule and forwarded student achievement documentation to the President.
  - Attended the Advocacy Committee meeting, the Board meeting, executive meetings with Alexandra and Rajveer, a finance meeting with Christina, CSI roundtable discussions, and an agent acquisition meeting.
- No questions or concerns were raised by the BOD

## ITEM: NEW BUISNESS

## DISCUSSION

Presenter: Alex Oestreicher

- No new business was brought forward

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ITEM: BOARD MONITORING IN CAMERA

PROCEDURAL

Presenter: Alex Oestreicher

**Motion to enter In Camera at 9:14 PM**

Forward: Hayden Stewart  
Second: Gopu Surendran  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

**Motion to exit In Camera at 9:29 PM**

Forward: Gopu Surendran  
Second: Hayden Stewart  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

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ITEM: ADJOURNMENT

PROCEDURAL

Presenter: Alex Oestreicher

**Motion to adjourn at 9:30 PM**

Forward: Szymon Pelczar  
Second: Bisman Kaur  
Abstain: None  
Opposed: None  
In Favor: All  
Motion: Carried

*Alex Oestreicher*

Feb 25/26

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President

Date

*Frankie De Troshleggy*

February 27, 2026

Secretary

Date