
MEETING MINUTES

Board of Directors Meeting

Date: 2026.30.03

Location: Hybrid (TEAMS/2A-310-2)

Time: 6:00PM- 8:00PM

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

AGENDA TOPICS

ITEM: CALL TO ORDER

PROCEDURAL

Presenter: Monil Jethva

Meeting called to order at: **6:04 PM**

ITEM: LAND ACKNOWLEDGEMENT

PROCEDURAL

Presenter: Alex Oestreicher

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- Monil Jethva

- Time to adjourn will be **8:45 PM**

APPROVAL OF AGENDA

DECISION

Presenter: Chair- Monil Jethva

Attachment: [BOD Meeting Agenda 2026.30.03.docx](#)

Motion to approve the agenda for March 30, 2026, as presented

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

ITEM: APPROVAL OF MINUTES

DECISION

Presenter: Chair- Monil Jethva

Attachment: [BOD Meeting Minutes 2026.23.02.docx.pdf](#)

Motion to approve the minutes from February 23, 2026, as presented

Forward: Gopu Surendran
Second: Krish Mistry
Abstain: None

Opposed: None
In Favor: All
Motion: Carried

ITEM: POLICY COMMITTEE INTENT STATEMENTS

DECISION

Presenter: Shubham Savaliya

Attachment: [Policy Committee March Report - Shubham.docx](#)

- Policy committee met on March 2 and discussed the following intent statements:
- Policy 3.10 - Emergency Executive Succession
 - Suggested Intent Statement:
 - to have a system in place if the president is not able to complete their duties due to unforeseen circumstances.
- Policy 3.9 - Communication & Support to the Board
 - Suggested Intent Statement:
 - for the president to provide timely, accurate, complete and impartial information to the board necessary for effective governance.
- Policy 4.2 - Governing Style
 - Suggested Intent Statement:
 - to define that the Board will govern lawfully, strategically, and collectively, with clear role distinctions while upholding its accountability and responsibility under the Policy Governance model.

Motion to approve the proposed Intent statement for Policy 3.10 – Emergency Executive Succession, as presented.

Forward: Gopu Surendran
Second: Diana Mutoni
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve the proposed Intent statement for Policy 3.9 – Communication & Support to the Board, as presented.

Forward: Kimberly Brown
Second: Brandi Tibishkogjig
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve the proposed Intent statement for Policy 4.2- Governing Style, as presented.

Forward: Hayden Stewart
Second: Krish Mistry
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

STUDENTCARE CONTRACT RENEWAL

DECISION

Presenter: Janie Renwick

Attachment: [CSI APPENDIX E - Final Executable March 12 2026.pdf](#)

- This has already been presented to the BOD
- Studentcare looking to extend the contract to Aug 31, 2031
- They are asking if the price adjustment could be moved up from Sept 2027 to Sept 2026, due to declining enrolment rates
- Studentcare will also be providing a \$500 leadership award for both domestic and international students.
- No questions were brought forward, and all BOD members are okay with moving the price adjustment from Sept 2027 to Sept 2026.

Motion to approve the renewal of the StudentCare (Alumo) health and dental plan contract for the term of 2028–2031, as presented.

Forward: Kimberly Brown
Second: Brandi Tibishkogijig
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

DECISION

Presenter: Janie Renwick & Alex Oestreicher
Attachment: [2026-27 Annual Budget v2 \(DRAFT\).xlsx](#) & [Budget Summary.docx](#)

- Alex asks the chair if a friendly amendment can be made to move the budget into the “in camera session”
- The chair indicates if the original forwarder and seconder of the agenda are okay with it, that this can be done.
- Both Hayden and Gopu approve the amendment

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

DECISION

Presenter: Janie Renwick
Attachment: [Shuttles to be sold for BOD.docx](#)

- We have been winding down our shuttle service this year, and looking to sell 3 of the remaining shuttles as CSI no longer requires them.
- We will keep our CSI van, and the newest shuttle. The remaining 3 need to be sold.
- Hayden asks if the BOD will be made aware of the asking price and the selling price of the shuttles
 - Janie indicates that she can share that information once we have it.

Motion to approve the sale of three (3) CSI shuttle vehicles, as presented, and authorizes the executive team to execute all necessary actions to complete the sale.

Forward: Hayden Stewart
Second: Brandi Tibishkogijig
Abstain: None
Opposed: None

In Favor: All
Motion: Carried

ITEM: PEO ELECTIONS UPDATE

UPDATE

Presenter: Diana Mutoni
Attachment: [PEO Report_3-23.docx](#)

- Diana indicates that she is having tech issues and asks if she can present her report at the end of the meeting once she corrects her connection issues.
- Alex suggests a friendly amendment.
- The Chair indicates he has no issue with it, if the original members who approved the agenda, approve this amendment as well.
- Both Hayden and Gopu agree that the amendment can be made.

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

ITEM: BOARD CHAIR INTENT TO RUN

UPDATE

Presenter: Monil Jethva
Attachment: [CSI Board Chair Guide.docx.docx](#)

- Monil shares the document that outlines the Chairs responsibilities and explains what this role entails.
- Gopu asks when the selection process with happen
 - Monil indicates that it will happen during the selection meeting in April.
- Monil asks if anyone has the intent on running for this position next year.
 - Alex, Brandi and Gopu would like to put their names forward with intent to run for this position.

ITEM: CSI & CSSI FINANCIAL REPORT

UPDATE

Presenter: AVP- Shubham Savaliya
Attachment: [Finance.Budget to Actuals.2026.02.28.xlsx](#)

- Shubham presents the budget to actuals for CSI.

- Most categories are under budget or come very close to what the budgeted amount was.
- Shubham then presents the budget to actuals for CSSI.
- Categories are trending to be on track with the budget projections

ITEM: CSI INQUIRY REPORT

UPDATE

Presenter: AVP- Shubham Savaliya

Attachment: [B. February 2026 Inquiry Report.pdf](#)

- Shubham shares the February inquiry report
- Most inquiries are coming in regarding the affordable produce market and SNAP program
- Most inquiries on social media pertain to student experience.
- No questions were asked regarding the inquiry report.

ITEM: CSI SERVICE COUNTS

UPDATE

Presenter: AVP- Shubham Savaliya

Attachment: [Service Counts 2026 \(Jan-Dec\).xlsx](#)

- Shubham shares the document containing the service counts.
- All the depts are mentioned on this document, and a weekly breakdown is provided for each service.
- No questions were asked regarding the service counts

ITEM: COMPLIANCE REPORT

UPDATE

Presenter: Alex Oestreicher

Attachment: [Monitoring Report of EL #3.7- Financial Planning and .docx](#)

- Alex shares her compliance report with the BOD
- Alex goes over the financial planning and budget policy
- She provides her interpretation of the policy and indicates that CSI is in compliance with this policy.

ITEM: INCIDENTAL REPORTS

UPDATE

Presenter: Alex Oestreicher

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

- Alex shares her monthly incidental report and indicates:
 - Prepared BOD and round table meetings
 - Completed the incidental and compliance report
 - Reviewed and made suggestions for the OSAP doc that Rajveer created
 - Reviewed monthly newsletter and provided feedback to both Rajveer and Shubham
 - Worked on alignment and transition planning for CSI
 - Reviewed federal lobbying changes and assessed potential changes for CSI
 - Participated in advocacy meetings
 - Reviewed OSAP and institutional funding announcement and assessed impacts for CSI
 - Attended multiple meetings

Presenter: Rajveer Singh

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

- Rajveer shared his incidental report with the BOD and indicates he:
 - Worked on multiple documents including a briefing doc
 - Participated in the advocacy meetings
 - Went live on CSI's IG account
 - Helped Shubham with talking points for OSV meeting
 - Attended Feb BOD and Round table meetings, in tandem with many other meetings

Presenter: Shubham Savaliya

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

- Shubham shared his monthly incidental report and shares some of the things he worked on this month such as:
 - Attending a multitude of different meetings
 - Working on policy committee work
 - Creating and distributing BOD monthly newsletter

ITEM: PEO ELECTIONS UPDATE

UPDATE

Presenter: Diana Mutoni

Attachment: [PEO Report 3-23.docx](#)

- Diana shares her PEO report and indicates:
 - 8 eligible candidates
 - All Candidates Meeting was held March 26th, 2026
 - Campaign period March 16-27
 - A meet and greet was held
 - Online live sessions were offered
 - Spaces were booked on campus for candidates to connect in person with students
 - When voting results are confirmed, Diana will send an email to the BOD to ensure they are aware
- No questions were brought forward from the BOD

ITEM: NEW BUISNESS

DISCUSSION

Presenter: Chair- Monil Jethva

- Diana would like to discuss a policy
- Monil indicates this can be addressed during the in-camera session

ITEM: BOARD MONITORING IN CAMERA

PROCEDURAL

Presenter: Chair - Monil Jethva

Motion to enter In Camera at 7:10 PM

Forward: Kimberly Brown
Second: Brandi
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Motion to approve the 2026/2027 CSI budget for the 2026–2027 fiscal year, as presented.

Forward:
Second:
Abstain: None
Opposed: None
In Favor: All

Motion: Carried

Motion to exit In Camera at 8:24 PM

Forward: Hayden Stewart
Second: Kimberly Brown
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

ITEM: ADJOURNMENT

PROCEDURAL

Presenter: Chair- Monil Jethva

Motion to adjourn at 8:25 PM

Forward: Kimberly Brown
Second: Hayden Stewart
Abstain: None
Opposed: None
In Favor: All
Motion: Carried

Rajveer Singh

28-05-2026

President

Date

Sarah Hallgren

28-05-2026

Secretary

Date