



Meeting Minutes For the 2019-2020
Annual General Meeting
Sheridan Student Union Incorporated (SSUI)

Meeting #:	2019-2020 Annual General Meeting
Date:	Thursday November 26, 2020
Time:	5:00pm [EST]
Location:	WebEx Events

Director	In Attendance	Calling In	Absent	Late (Time Arrived)
Chair: Noel Abingwa	X			
Quorum is reached with 40 of the required 20 members being present.				

Ex-Officio Member	In Attendance	Calling In	Absent	Late (Time Arrived)
Jamie King, General Manager	X			
Kyle Budge, SSU President	X			
Maria Lucido-Bezely, Dean of Students	X			

Guests In Attendance	Dr. Janet Morrison, Sheridan President
	Gabrielle "Gaby" Moryousef, Vice President
	Kylie Hartly, Professor of Creativity
	Hahn Ngo, Senior Finance Manager
	Laura Gariepy, Financial Aid Manager
	John Fleming, Chairman of the Sheridan Board of Governors
	Allisa Lim, Events & CRO
	Jim Horn, Auditor

Agenda Item 01	Call to Order
Notes:	
<ul style="list-style-type: none"> Meeting is called to order by Noel Abingwa at 5:05pm [EST]. 	

Agenda Item 02	Declaration of Conflicts and Proxies
Notes:	
<ul style="list-style-type: none"> N/A 	

Agenda Item 03	Approval of Agenda and Other Addresses		
Motion:	Be it resolved that the members of the SSU approve the 2020 AGM agenda as presented.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	39	0	1

Agenda Item 03	Approval of Meeting Minutes		
Motion:	Be it resolved that the members of the SSU approve the 2020 AGM Meeting Minutes.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	26	0	4

Agenda Item 04	Director Ratification		
Motion:	Be it resolved that the members of the SSU accept the new Directors, Gillian Towell for TRC, Kopal Dharmesh Bhatt for Davis, and Elizabeth Hill for HMC, as elected in the 2020 By-Election.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	41	0	8

Agenda Item 05		SSU President Ratification	
Motion:	Be it resolved that the members of the SSU accept the appointment of Kyle Budge as the acting SSU President.		
Moved By:	Noel Abingwa	Seconded By:	Gabrielle Moryoussef
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	37	0	5

Agenda Item 06		Auditor Ratification	
Motion:	Be it resolved that the members of the SSU authorize the SSU to renew its contract with MacGillivray Chartered Public Accountants and Business Advisors to provide audit services for the 2021-2022 fiscal year.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	37	0	6

Agenda Item 07		Introduction of the SSU	
Notes:			
<ul style="list-style-type: none"> The SSU: The Sheridan Student Union. Noel introduces Kyle Budge as the SSU President and Jamie as the General Manager to help introduce the SSU. Anything that effects a student on campus, the SSU is generally involved with it; anything from clubs to services to events to academic support. If you have been to a pub night, or to any of the recent virtual events, or are in a club, the SSU supports and facilitates those at Sheridan. There is a new platform for clubs: Clubs' Corner! It's an online platform that will help you completely organize any of the club things that you need to do virtually, so you can skip the process of filling out physical forms. It's a generally easier way to join clubs. And you can connect with other clubs and see what type of events are going on. Kyle explains that the SSU does a lot, like providing the Health and Dental Plan. Jamie wants to bring it to attention to the other members that the SSU technically operates as a separately incorporate organization. A not-for-profit corporation, established under the laws of the province of Ontario and as a result the SSU runs, while collaboratively with the college, quite independently from it. That offers the SSU a lot of opportunity to address students' needs. The SSU runs an administrative branch and an executive branch, where Kyle leads the executive branch and Jamie leads the administrative branch with the SSU administrative managers. In terms of what the SSU does, serves, and provides, Jamie states again that this is a student driven organization. Jamie explains while he has not been a student in a while, he reports through Kyle and the Board of Directors. He says the staff are, simply, not doing their jobs if they are not listening to the student leaders. 			

Agenda Item 08	Being Creative with Uncreative Tasks
Notes:	
<ul style="list-style-type: none"> • A creative workshop held by Professor Kylie Hartly. 	

Agenda Item 09	Impact Report
Notes:	
<ul style="list-style-type: none"> • Kyle shares his screen to show this year's SSU Impact Report, which has everything that the SSU has done and what they are planning to do in the next year(s). • It is mostly focusing on the 2019/20 academic year, but there are a lot of things Kyle has included for the 2020/21 year as well. • Kyle reviews the list of services that the SSU provides for all the students of Sheridan. • Kyle introduces the student leaders, a few board members, club coordinators, student life coordinators, and digital community coordinators. • Impact: <ul style="list-style-type: none"> ○ Kyle reviews how many students have been helped through the food program, the 20 Perk Partners, and the highlights of what the SSU services did this year. ○ In the coming months, the SSU will be continuing the Legal Series with Bill Reid, touching on some of the laws most relevant in the Sheridan community. ○ Going to be raising awareness of the new Empower Me App, this is a way to connect you with anything you might need. ○ Kyle reviews clubs and associations, mentioning the 93 clubs and how anyone can register a club, the funds provided for the past year, the 6 Club Fairs, and the number of opportunities provided for students through leadership roles in Clubs. ○ More highlights the success of the new Clubs Corner platform so far. ○ In the coming months, the SSU is going to continue building the virtual platforms and potentially expanding the Clubs Corner software. ○ Kyle reviews the Events held by the SSU, detailing the estimated amount of people that attended the Holiday Party, pop-up engagements, Welcome Week events, and the Antoni Porowski Cooking Show Q&A. ○ Highlights the events so far. ○ In the coming months, the SSU is going to be looking at other ways that they can improve the events and bring back some of your old favourites, but in an online setting. ○ Kyle reviews the food services and operations, from the number of successful services at the different campus food options and the highlights of new food services and other successes so far. ○ The SSU is constantly working on improving how the food services work for the students, so students are encouraged to provide suggestions any time! ○ This year, the SSU is looking to adapt the food model to be more virtual, or when we go back to campus, how things can be adjusted. ○ There are going to be honeybee hives on Davis and Trafalgar campuses, so Sheridan is going to be able to make our own honey! ○ Kyle highlights the HR [Human Resources], from the number of staff hired and that once back to campus are planning to hire a lot more. 	

Agenda Item 10		Financial Report	
Motion:	Be it resolved that the members of the SSU receive the 2019-2020 audited financial statements circulated.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> • Hahn introduces Jim Horn as the Auditor, who is presenting audit financial fiscal statements for the year 2019/20. • Jim mentions that though the audit has been handled mostly virtually, it has gone very well. • The Board approved of the draft bring used, on November 13th, 2020. • Hanh brings to attention that the Audit Financial Statement is on the SSU website. • Noel explains that the Auditor goes through the SSU finances and make sure that the funds the SSU has, are used according to the strategic vision of the organization. Jim makes sure that the organization is financially viable, not only to thrive but to be at the forefront of the activities that the SSU does, holding the organization accountable. • Jamie brings to attention that this year was a significant change in the Student Choice Initiative. • AFTER MOTION IS CARRIED: <ul style="list-style-type: none"> ○ Hanh and Jamie present the SSU 2019-2020 Financial Update. ○ Introduction of the Student Choice Initiative (SCI), a new fee collection method introduced by the government of Ontario that we were bound to participate in. It radically changed how we collected funds, so we had to radically change the funds we were collecting. It resulted in a significant surplus of funding that was never anticipated. ○ The basic idea of SCI was for students to have the choice to opt in or opt out on essential fees. We were anticipating 40-50% opt out of fees we were collecting, though we were proud to see a much higher opt in from Sheridan students. That has however resulted in a significant over-collection of student fees. ○ As well, the SSU was affected from a fiscal perspective significantly by the COVID-19 pandemic. ○ It was planned for the opening of the HMC2A facility, that was delayed for a variety of reasons, one of them being the pandemic. As a result, we had built budgets to support facilities that weren't necessarily operational, and they were delayed even further. ○ Reviews <i>Our Commitment to Accountability and Transparency</i>. ○ Reviews the <i>2019-20 Revenue</i>: <ul style="list-style-type: none"> ▪ Enhanced student fee revenue collection under Student Choice Initiative. ▪ Underperformance of food and beverage operations due to pandemic closure. ▪ Like many student unions in Ontario, the 2019-20 year marked an unusually high surplus position at year end. ○ Reviews the <i>2019-20 Expenses</i>: <ul style="list-style-type: none"> ▪ Health and Dental premiums remain our largest annual expense. ▪ Employment and benefits represent a large expense. ▪ Food and beverage commitments continue to be significant. ○ Reviews the <i>Reserves</i>: <ul style="list-style-type: none"> ▪ SSU's restricted reserve holdings on April 30, 2020 stood at \$20,901,443. ▪ These reserve holdings allow the SSU to fulfil major building commitments, moderate our health and dental program, and fulfil responsibilities under the SCI. ○ Reviews the <i>2020-2021 Goals</i>: <ul style="list-style-type: none"> ▪ Opening the HMC2A building and facilities. ▪ Being able to operationalize three full size student centres starting in 2021. ▪ Enabling the SSU's strategic goals to be well-resourced by our budgets. 			

- Continuing to offer a stable and high-value Health and Dental Plan.
- Jamie invites any student that is interested in the finances of the SSU to know they can come to a Board Meeting, they can be exposed to all the formative documents that are used in our budget process, and they can come to understand how challenging our fee setting process is in terms of timelines.
- Jamie makes it known that him and Hanh are available if any student has questions.

Motion Carries

Votes:	For: 31	Against: 0	Abstain: 3
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Agenda Item 11

Financial Skills and Budgeting

Notes:

- *Financing Your Education* workshop held by Laura Gariepy.

Agenda Item 12

Governor's Address

Notes:

- Noel introduces John Fleming as the Chairperson of the Board of Governors.
- John speaks of the partnership between the Sheridan Board of Governors and the SSU, how both work towards the main goal of creating the best student experience.
- He speaks of the Board of Governors' fiduciary duty, laid out in the act and regulations and directives from the government of Ontario that holds them accountable as the board for leading the oversight of what Sheridan College does.
- He explains important parts of that:
 - Hiring and overseeing the person that will act as the president and vice chancellor.
 - Sets strategy and policy for the college.
 - To determine the allocation of resources for the priorities that we think are important.
- All of that is aimed at making sure that we deliver the most excellent programs we can for Sheridan students.
- In such, the Board of Governors has final authority on all academic matters that are occurring in the college.
- John further explains that the Board of Governors' fiduciary duty is to make sure that they do everything in the best interests of Sheridan College.

Agenda Item 13	Why Leadership and Participation is Important
<p>Notes:</p> <ul style="list-style-type: none"> • John introduces Janet Morrison as Sheridan President. • Janet expresses her gratification of the connectivity and relationships in Sheridan, and how well everyone has handled these unprecedented times. • Janet reiterates the confidence her and Sheridan have in student leaders and students. • Janet speaks on all students in leadership roles, like the executives and Board of Governors, sharing an aspiration and obligation to position students for success. • She talks about her orientation as a leader, identifying as a developmental theorist and educator. • Her current leadership style has generally emerged as a function of her living experience as a student. • These leadership experiences are where she learned to balance challenge and support. She’s always been preoccupied with people and impacting or influencing culture. • Her role is as someone accountable for a large, very diverse, highly invested learning community of about 40,000 full and part-time students, and over 3,000 staff. This has propelled her to pivot towards a transformational style of leadership that focuses not only on the needs of others but on the organization and its objectives. • Her job to us is to build a compelling future; a vision of the future and a future that gets realized. So, setting clear goals, stretching people in teams, recognizing potential, challenging pre-existing mindset, establishing a robust and sophisticated framework, promoting a one-shared mentality across silos and teams, and encouraging things like creativity and entrepreneurship. All this to fuel Sheridan’s strategic plan. • Janet expresses that the supports offered can’t be one-fits-all and speaks on the importance of inclusion. • Sheridan continues to work at insuring there is balance of the challenges that individuals and communities of students face, and the supports that Sheridan is obligated to provide to optimize growth and success. • Janet explains that at the end of the day she is there to ensure that Sheridan students have a transformational experience attending Sheridan. 	

Agenda Item 14	Bylaw Review		
Motion:	I. Be it resolved that the members of the SSU ratify the addition of the two (2) new Bylaw definitions, Academic Year and HMC Campus added to the SSU Bylaws.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> • Kyle shares his screen to present the SSU Bylaw Amendments. • Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	29	0	1

Motion:	II. Be it resolved that the members of the SSU ratify the revisions to Bylaw Sections Definition: General Meeting, Definition: Membership Fees, 3.4, 4.4 (c), 4.8 (b), 5.5 (b), 5.6 (b)(i) & (d) & (e), 8.4 (a), and 12.1, to include references to applicable Bylaw Sections.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For: 26	Against: 0	Abstain: 1

Motion:	III. Be it resolved that the members of the SSU ratify the revisions to Bylaw Sections 3.3 (i) & (k), 4.4 (b), 5.3 (d) & (f), 5.4 (g), 5.6 (a) & (c), 5.8 (a)(i), 5.10 (a) & (f)(i) & (h) & (i), 5.13 (e), 6.2 (a)(xv) & (e)(i)(b) & (g), 6.3 (a)(x) & (b) & (c) & (d), 6.4 (a)(vi), 6.5 (a)(iii)(e) & (a)(viii), 6.9 (a) & (b) & (c), 7.1 (a) & (b) & (c)(vii), 8.8 & (b), 8.9 (a), 8.10 (a), and 9.1 to improve spelling and grammar, and remove ambiguous phrasing.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For: 21	Against: 0	Abstain: 1

Motion:	IV. Be it resolved that the members of the SSU ratify the revisions to Bylaw Sections 3.1 (b)(i), 4.1 (b) & (c), 5.1 (a) & (c), 5.3 (f)(i), 5.8 (b), 5.10 (a)(i) & (a)(ii) & (l), 5.12 (c), 5.13 (b), and 6.6 to improve clarity of the interpretations of said sections.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For: 26	Against: 0	Abstain: 1

Motion:	V. Be it resolved that the members of the SSU ratify the revisions to Bylaw Section 3.1 (c) which specify the conditions under which the Directors may terminate a member's membership.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For: 22	Against: 1	Abstain: 1

Motion:	VI. Be it resolved that the members of the SSU ratify the revisions to Bylaw Section 3.5 to remove reference to the Student Choice Initiative and specific fee names.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	26	1	1

Motion:	VII. Be it resolved that the members of the SSU ratify the revisions to Bylaw Section 6.8 (a)(i) which specify the conditions under which the Directors may remove the SSU President from office.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	23	0	3

Motion:	VIII. Be it resolved that the members of the SSU ratify the revisions to Bylaw Section 10.4 which integrates the previous Bylaw Section 10.5, and the renumbering of Bylaw Sections 10.6, 10.7, 10.8, 10.9 and 10.10 due to the loss of previous Bylaw Section 10.5.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	21	2	1

Motion:	IX. Be it resolved that the members of the SSU approve of, accept, and ratify the revisions and additions to Bylaw Section 10.7 which restructures the way that the Directors are granted their honorarium and sets rules governing how this honorarium is determined and paid. If motion carries, this Bylaw will come into effect May 1 st , 2021.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	18	0	10

Motion:	X. Be it resolved that the members of the SSU ratify the revisions and additions to Bylaw Section 5.9 which standardizes the training that is given to any and all new members elected or appointed to the Board of Directors.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	24	0	3

Motion:	XI. Be it resolved that the members of the SSU ratify the revisions and additions to Bylaw Section 12.3 which removes barriers, adds risk management, and improves accessibility for members submitting revisions and amendments to the SSU Bylaws.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> Kyle outlines the revisions to SSU Bylaw sections outlined in the motion. 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	25	1	3

Agenda Item 15		Closing Remarks and Adjournment	
Motion:	Be it resolved that the members of the SSU adjourn the 2020-2021 Annual General Meeting.		
Moved By:	Noel Abingwa	Seconded By:	Kyle Budge
Notes:			
<ul style="list-style-type: none"> N/A 			
Motion Carries			
Votes:	For:	Against:	Abstain:
	23	0	1
Special Instructions/Interpretations:			
<ul style="list-style-type: none"> Meeting is adjourned by Noel Abingwa at 7:57 PM [EST]. 			

Documents Referenced:

- 2020 AGM Agenda
- 2020 AGM Minutes
- SSU Impact Report
- Audit Financial Statement
- SSU 2019-2020 Financial Update
- SSUI Bylaw Amendments

Respectfully submitted by,



(Signature of Secretary of the Board)

Adopted by the SSU Board of Directors and SSU Membership at the 2020-2021 Annual General Meeting on

October 14, 2021

(Date of Meeting)



[Sarah Jewel \(Oct 19, 2021 15:10 EDT\)](#)

(Signature of Board Chairperson)